

City Government of Baguio

Purchase Order

CATO
POSTING

Supplier: **XWORKS SALES AND SERVICES, INC.**
Address: **Suite 602 National Life Bldg., 110 Session Road, Baguio City**
E-mail Address: **xworks_inc@yahoo.com**
Telephone No.: **442-6695**
TIN: **VAT 006-220822-000**

P.O No.:4138
Date: 5/5/2021
Mode of Procurement: Direct Contract 0

Gentlemen: **Please furnish this office the following articles subject to the terms and conditions contained herein.**

Place of Delivery: **City General Services Office: Baguio City**

Delivery Term: **7 Calendar Days**

Date of Delivery: **Please input delivery date**

Payment Term: **Please input payment term**

Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	Drum Cartridge- Fuji c/o CEO	132,000.00	132,000.00
	3	cartridge	Drum Cartridge: DC VI 3370 - C - Cyan for - FUJI XEROX - 3 c/o CEO	12,000.00	36,000.00
	2	cartridge	Drum Cartridge: DC VI 3370 - K - Black for - FUJI XEROX - 2 c/o CEO	12,000.00	24,000.00
	3	cartridge	Drum Cartridge: DC VI 3370 - M - Magenta for - FUJI XEROX - 3 c/o CEO	12,000.00	36,000.00
	3	cartridge	Drum Cartridge: DC VI 3370 - Y - Yellow for - FUJI XEROX - 3 c/o CEO	12,000.00	36,000.00
			Note: -		
				GRAND TOTAL	132,000.00

(Total Amount In Words)

One hundred Thirty Two Thousand Pesos and 00/100

In case of Failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed

This is to certify that I have
TERMS and CONDITIONS as contained at the
back of this Purchase Order and I concur with all
Conforme:

Very Truly yours
Benjamin B. Magalong
BENJAMIN B. MAGALONG
CITY MAYOR

Signature over printed name of Supplier

IT/ GENERAL SERVICES OFFICE

RELEASED

Date EMAILED
5-5-2021

Date: 5-5-21
By: [Signature]