



PURCHASE ORDER

Supplier : **PHILIPPINE DUPLICATORS INC.**

P.O. Number: **2023093432**

Address : **DOOR NO. 4, W/H BUILDING, MC ARTHUR HIGHWAY, MATINA, DAVAO CITY**



02023093432B17C6438D

PhilGEPS Registration No. : **2000123119736335**

Tel./Fax No. : **09104644179**

Registration Certificate : **SEC**

Date : **Sep 20, 2023**

P.R. No. : **2023084860**

Procurement mode: **Shopping B (Regular Purchase)**

Req. Office : **Provincial Social Welfare and Development Office**

Gentlemen: Please furnish this office the following articles subject to terms and conditons contained herein:

Date of Delivery : _____ Payment Term : **ON ACCOUNT**

Place of Delivery : **ON SITE**

Delivery Term: **10 Calendar Days**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	1.00 UNIT	XEROX MACHINE HEAVY-DUTY DIGITAL COPIER/PRINTER/SCANNER * M2701 WITH AUTO-REVERSE DOCUMENT FEEDER (ARDF) , DUPLEX, AND METAL STAND * COPY SPEED: 27 COPIES PER MINUTE * FEEDER: 50 SHEETS AUTO REVERSE DOCUMENTS FEEDER * DUPLEX COPYING: AUTOMATIC BACK-TO-BACK COPYING AND PRINTING * MOBILE PRINTING CAPABLE: APPLE,AIRPRINT,MORPIA * COPY PAPER SIZE: 4.13X5.83 TO 11.69 X 17.01 INCHES * PRINT PAPER SIZE: 12 X 23.6 INCHES * MEMORY : 512 MB * ZOOM: 25-400 % (IN 1 % STEP) * WITH WARRANTY ricoh/gestetner m2701. see picture and specification attached	89,000.00	89,000.00

Remarks :

- lifetime free service
- monthly regular check-up
- free use of back up unit
- 1 year warranty of store parts
- free delivery, installation & training
- PREVENTIVE MAINTENANCE AGREEMENT:
- * LIFETIME FREE SERVICE

FOR USE OF PSWD OFFICE.

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

I hereby conform that **NOTICE TO DELIVER** shall be served to the **PLACE OF DELIVERY** stated herein three (3) days before the actual delivery of the item/s covered by this Purchase Order.

Conforme :

NEIL BRYAN P. EWILA
 (Signature over printed name)
 10-05-23
 (Date)

Very truly yours,

By the Authority of the Governor: **EDWIN I. JUBAHIB**
 Governor

GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
 Assistant Provincial Administrator (Administration)

NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

GLOBERT M. GREGORIO



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- * FREE REGULAR CHECK-UP
- * FREE USE OF BACK-UP UNIT
- * FREE DELIVERY
- * FREE OPERATORS TRAINING

Green Procurement Terms and Conditions

COPIERS/PRINTER

1. The supplier shall supply products which comply with the latest version of the International ENERGY STAR requirements (currently version 2.0 for Imaging Equipment).
2. The supplier shall supply products which contain user instructions for green performance management.
3. The supplier shall supply products which must be capable of using recycled content paper without voiding the manufacturer's warranty.
4. The supplier shall supply the products in recyclable packages and shall provide a packaging take-back service.

The award is based on Abstract No. **0920233120** created on **September 06, 2023** under Quotation No. **C20234192** opened on **August 31, 2023**

FOR USE OF PSWD OFFICE.

Grand Total Amount in Words : **EIGHTY-NINE THOUSAND AND XX / 100**

GRAND TOTAL : **₱ 89,000.00**

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Conforme :

NEIL BRYAN B. ELWIN
 (Signature over printed name)

10-05-23
 (Date)

Very truly yours,

By the Authority of the Governor **EDWIN I. JUBAHIB**
 Governor

GALE GUADALUPE G. MORTILLERO, MSLRG, MPA
 Assistant Provincial Administrator

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GLOBERT M. GREGORIO