

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amoroso St., Legaspi Village
 Makati City

PURCHASE ORDER

Supplier: DELSAN OFFICE SYSTEMS CORPORATION	P.O. # 022-01-011
Address: 7893 Lawaan Street, San Antonio Village, Makati City	Date: January 31, 2023
TIN: 000-661-004-000	Mode of Procurement: Public Bidding
Account No.: 1718-1312-66	
Telephone: 8967688 loc 121-124	
Bank: LBP - Pasong Tamo Branch	
Fax: 890-3079	

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: OFFICE OF THE SOLICITOR GENERAL	Delivery Term: w/n Fifteen (15) days upon receipt of NTP with one (1) year contract
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Date of Delivery:	Payment Term: Per Billing (Bank to Bank)
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Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		PROCUREMENT OF SUPPLY & DELIVERY OF TONERS WITH PRINTER FY 2023			
	unit	EP-052H Toner Cartridge for Monochrome Printer (Capacity : 9300)	364	Php 8,745.00	Php 3,183,180.00
		With Ninety -One (91) units Network Ready Monochrome Laser (Model: Canon LBP214DW)			
	unit	EPC-055K-HY Black Toner Cartridge for Colored Printer	18	9,900.00	178,200.00
	unit	EPC-055C-HY Cyan Toner Cartridge for Colored Printer	18	10,759.00	193,662.00
	unit	EPC-055Y-HY Yellow Toner Cartridge for Colored Printer	18	10,759.00	193,662.00
	unit	EPC-055M-HY Magenta Toner Cartridge for Colored Printer	18	10,759.00	193,662.00
		With Nine (9) Network Ready Colored Laser Printer (Model: Canon LBP664CX)			
		<i>With One (1) in-house technician (8 hours x 5 days per Monday - Friday)</i>			
		<i>The following documents shall be deemed to form & be read & construed as part of this agreement:</i>			
		Contract Agreement			
		Philippine Bidding Documents			
		- Schedule of Requirements			
		- Technical Specifications / Terms of Reference			
		- General and Special Conditions of Contract			
		- Supplemental or Bid Bulletins			
		Eligibility Requirements, Technical and Financial Proposal			
		Performance Security			
		Notice of Award			
		Notice to Proceed			
		Other documents as may be required by laws			

Total Amount in Words: **Three Million Nine Hundred Forty Two Thousand Three Hundred Sixty Six Pesos Only** Php 3,942,366.00



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.

Very truly yours,

JESSICA L. CASTRO
 CAO, Administrative Division

Conforme: 
 (Signature over printed name)
ARIEL J. UBINA
 (Date) **MAR 02 2023**

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available:	ALOBS: <u>02-101101-2023-02-064</u>	This is to certify that this procurement was posted at Philgeps in compliance with RA 9184
 ARIEL J. UBINA Chief Accountant	Amount: <u>₱ 3,942,366.00</u>	
		 MARIJOIE V. CASTILLO Admin Officer IV, Administrative Division