City Government of Iligan

Project Reference Number: : SP-20-289-020(NP-SV)
Name of the Project: : Procurement of 1 unit photocopier machine
Location of the Project: : SP,Office, this city

Standard Form Number: SF-GOOD-58
Revised on: May 24, 2004

SR

PURCHASE ORDER

City Government of Iligan

Agency / Procuring Entity

Supplier	: COPYLANDIA OFFICE SYSTEM CORP.	P.O. No.	: SP-20-289-020(NP-SV)
Address	: Phil-Am Bldg.Mariano Badelles St,Iligan City	Date	: November 3, 2020
E-mail Address	:	Mode of Procurement	: Negotiated Procurement-Small Value
Telephone No.	:		
TIN	:		

Gentlemen:

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

Place of Delivery : CGSO
Delivery Term : 10 Calendar days upon receipt of apporvee Purchase Order
Date of Delivery :
Payment Term :

STOCK NO.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	unit	Photocopier Machine	1		PHP 134,500.00
		Copying Process : Laser electrostatic image transfer			
		Toner system: High-defination polymerised Toner			
		Copy/print speed A4 mono(cpm): Up to 22pm			
		Up to 24ppm(from optional paper tray)Autoduplex speed			
		A4 mono (cpm): optional Up to 15, 8cpm			
		1st copy/print time mono (sec.) less than 6.5 sec.			
		Warm-up time (sec.): Approx. 15 sec.			
		Copy resolution (dpi): 600 x 600 dpi			
		Gradation : 256 gradation			
		Multi Copy : 1-999			
		Original Format : A5-A3			
		Magnification ; 25-400% in 1 steps; Atuozooming			
		Copy function: 2 in 1 : 4 in 1 : book copy : 1D copy: shift			
		margin			
		erase; image rotation: program registration			
		3 Layers of Paper Tray. With Machine Stand			
		x-x-x-x-x-x-x-x-x-x-x-x-x-x--x-x-x-x-x-x-			
		Foruse in the Colegio de Iligan SPO, this city.			
(Total Amount in Words)					PHP 134,500.00

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.

TORU/ TO DATE
12/1/20

Very truly yours,

MGSR. JEMAR L. VERA CRUZ
City Vice Mayor

Conforme:
Lovely Jane Varieco
Signature over printed name of Supplier
Nov. 4, 2020
Date

1999.

Funds Available:

MA. ARWINA N. ABARCA
Assistant City Accountant
OIC-City Accountant

ALOBS No. 2-01-001-2-20-08-3
Amount : 134,500

GENERAL FUND