

PURCHASE REQUEST

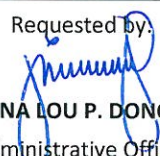

DBM - GPPB-TSO

Agency

Dept. Administrative and Finance Division PR No.: 2017-049 Date: 23-Feb-17
Section _____ SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
	Unit	Purchase of Printer Toners compatible with existing Kyocera Laser Printer ECOSYS P6035cdn			
		<u>Specifications:</u>			
		1. Toner Colors:			
	piece	Cyan - TK5154C	2	14,000.00	28,000.00
	piece	Magenta - TK5154M	2	14,000.00	28,000.00
	piece	Yellow - TK5154Y	2	14,000.00	28,000.00
	piece	Black - TK5154K	2	14,000.00	28,000.00
		2. Toners must be presented/delivered with any proof of authenticity/genuineness from manufacturer			
		-----nothing follows-----			
		TOTAL			112,000.00

Purpose: For Toner Refill of the Colored printer (Kyocera Ecosys P6035cdn)

Signature:	Requested by:  DIANA LOU P. DONOSO Administrative Officer	Approved by:  MILA C. MANALASTAS Supervising Administrative Officer
Printed Name:		
Designation:		

PURCHASE ORDER

DBM - GPPB-TSO

Agency

Supplier: **PHILCOPY CORPORATION**

Address: 793 J.P. Rizal Ave., Makati City

TIN: 169-318-000

P.O. No.: 2017-01

Date: 3/15/2017

Mode of Procurement: Shopping

Gentlemen:

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

Place of Delivery: Unit 2506, Raffles Corporate Center, F. Ortigas Jr. Rd., Ortigas Center, Pasig City

Date of Delivery: _____

Delivery Term: _____

Land Bank's LDDAP-ADA/Bank Transfer facility

Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	Purchase of Printer Toners compatible with existing Kyosera Laser Printer ECOSYS P6035cdn <u>Specifications:</u> 1. Toner Colors: Cyan - TK5154C Magenta - TK5154M Yellow - TK5154Y Black - TK5154K 2. Toners must be presented/delivered with any proof of authenticity/genuineness from manufacturer *****nothing follows*****			
			2	13,800.00	27,600.00
			2	13,800.00	27,600.00
			2	13,800.00	27,600.00
			2	11,000.00	22,000.00

(Total Amount in Words) **One Hundred Four Thousand and Eight Hundred Pesos Only**

104,800.00

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,

Conforme:


RAMIL DIAZ

Signature over Printed Name of Supplier

3/20/17

Date


ELMIRA S. CRUZ-CAISIDO

Authorized Official

Funds Available:


KRISTINE DALE T. CORPUZ

Chief Accountant

ALOBS No.: _____

Amount: _____