

PURCHASE ORDER

Supplier: DELSAN OFFICE SYSTEMS CORPORATION	P.O. # 024-01-003
Address: 7893 Lawaan Street, San Antonio Village, Makati City	Date: January 9, 2024
TIN: 000-661-004-000	Mode of Procurement: Public Bidding
Account No.: 1781-1312-68	Bank: LBP - Pasong Tamo Branch
Telephone: 88967688	Fax:

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: Complete the delivery, installation, and configuration within (45) calendar days upon receipt of the NTP and will be effective for (1) year.
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Date of Delivery:	Payment Term: within 30 days upon final inspection and acceptance per progress billing.
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Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		PROCUREMENT OF SUPPLY & DELIVERY OF TONERS WITH FREE USE OF PRINTER FOR FY 2024 <i>Contract Period: March 2, 2024 to March 1, 2025</i>			
	unit	EP-057H Toner Cartridge for Monochrome Printer	388	Php 9,100.00	Php 3,530,800.00
		With One Hundred Three (103) units Brand New Network Ready Monochrome Laser (Model: Canon LBP226dw)			
	unit	EPC-055K-HY Black Toner Cartridge for Colored Printer	22	10,000.00	220,000.00
	unit	EPC-055C-HY Cyan Toner Cartridge for Colored Printer	18	11,900.00	214,200.00
	unit	EPC-055M-HY Magenta Toner Cartridge for Colored Printer	18	11,900.00	214,200.00
	unit	EPC-055Y-HY Yellow Toner Cartridge for Colored Printer	18	11,900.00	214,200.00
		With Nine (9) units Brand New 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 & 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: Four Million Three Hundred Ninety Three Thousand Four Hundred Pesos Only					Php 4,393,400.00

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]*
 (Signature over printed name)
[Signature]
 (Date)

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available: *[Signature]*
ARIEL J. UBINA
 Chief Accountant

ALOS: 02-101101-2024-01-027
 Amount: ₱ 4,393,400.00

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184
[Signature]
CHRISTIAN D. BUAT
 Admin Assistant I, Administrative Division