

PURCHASE ORDER

SENATE OF THE PHILIPPINES

Entity Name

Out
MAR 20 2024
11:11

Supplier : PHILCOPY CORPORATION	P.O. No. : PO-24-03-011
Address : 793 JP Rizal Ave. Poblacion, Makati City	Date : 13-March-2024
Tel No. : 02 8899-8625 / 02-8899-8625	Mode of Procurement: DIRECT CONTRACTING
TIN : 000-169-318-000	Reference P.R. No. : PR-24-02-065 SPAO
	AB No. :

Attention : MARIA JESUSITA P SANTOS
 Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

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

Place of Delivery : Rm. 401 Property and Procurement Service SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY	Delivery Term : 7 Days
Date of Delivery :	Payment Term : Government Terms
	Warranty : --

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	TONER CARTRIDGE, BLACK, TK-5275K for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	10,475.00	20,950.00
2	PIECE	TONER CARTRIDGE, YELLOW, TK-5275Y for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
3	PIECE	TONER CARTRIDGE, MAGENTA, TK-5275M for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
4	PIECE	TONER CARTRIDGE, CYAN, TK-5275C for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
		Nothing Follows			

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MAR 20 2024

By: *[Signature]* Time: **9:30AM**
 Administrative Management Bureau

200-2024-03-1864 *487,100.00*
03/18/24

Office of the Senate Secretary
 Senate of the Philippines
 Legislative Accounting Service

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By: *[Signature]* Date: **3-18-24**
 Time: **6:15PM**

Grand Total: P87,100.00

(Total amount in words) Eighty-Seven Thousand One Hundred Pesos Only

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 on the undelivered item/s.

Conforme: _____ Very truly yours: _____
 Signature over Printed Name of Supplier **ATTY. RENATO N. BANTUG JR.**
 _____ SENATE SECRETARY
 Date _____ *13 March 2024*

Fund Cluster:	ORS/BURS No. :
Funds Available:	Date of the ORS/BURS:
JUDITH C. JEBULAN Director III, Legislative Accounting Service Signature over Printed Name of Chief Accountant	Amount :

NOTE: The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: NOTE: PO TYPEWRITTEN BY PPS PER BAC ADVISORY RE AWARD DTD (03/11/2024) - DIRECT CONTRACTING

RECEIVED