



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 TeleFax No. 7354979

PURCHASE ORDER NO. 2016-231

Supplier: Philcopy Corporation	Date: November 8, 2016
Address: 793 J.P. Rizal Avenue	Mode of Procurement: Small Value Procurement
Makati City	
TIN:	

Gentlemen:
 Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery: DBM Bldg III	Delivery Term: Within 7 calendar days from receipt of NTP
Date of Delivery: Within 15 working days upon receipt of PO	Payment Term: Upon completion of delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	unit	Colored Printers 23 ppm Letter BW and Color-600 dpi Network interface: Built-in 256 MB Memory 250 sheets per Tray 50 sheets MP Tray	12	27,000.00	324,000.00

(Total Amount In Words) **Three Hundred Twenty Four Thousand Pesos only** 324,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

Conforme: REMER M. JAVINES
 Signature over Printed Name of Supplier
11/16/2016
 Date

Very truly yours,
ATTY. ANDREA CELENE M. MINGTALAS
 Director IV, Administrative Service
 Authorized Official
 (Representing End User)

Funds Availability Certified by: <u>ESPERANZA Q. IGNACIO</u> Chief Accountant	OS No : <u>011011012016-1F2315</u>
	Amount : <u>₱ 324,000.00</u>
	Date : <u>11/09/16</u>

Distribution of Copies:
 // Original copy for the Supplier's Conforme
 // Agency's Central Supply and Property Section for file
 // COA Auditor



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

November 8, 2016

MR. JOSELITO B. GASCON
Philcopy Corporation
793 J.P. Rizal Avenue
Makati City

Dear **Mr. Gascon**:

We are pleased to inform you that the project "*Supply and Delivery of Colored Printers*" is hereby awarded to your company in the amount of Three Hundred Twenty Four Thousand Pesos (P324,000.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,


ATTY. ANDREA CELENE M. MAGTALAS
Director IV, Administrative Service


REMEL M. JIMENEZ

11/16/2016



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

November 8, 2016

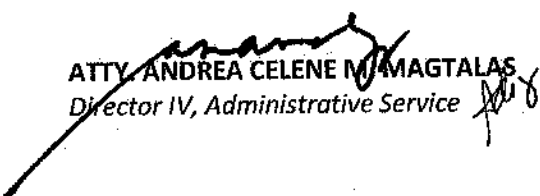
MR. JOSELITO B. GASCON
Philcopy Corporation
793 J.P. Rizal Avenue
Makati City


Per attached Purchase Order No. 2016-231, we hereby notify you that your Office may proceed with the delivery of the project "*Supply and Delivery of Colored Printers*", upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,


ATTY. ANDREA CELENE M. MAGTALA
Director IV, Administrative Service


NEMER M. JAVINES

Conforme / Date

11/16/2016