



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 Trunkline: 657-3300 | TeleFax No. 7354979

PURCHASE ORDER NO. 2019-090

Supplier: Philcopy Corporation	Mode of Procurement: Direct Contracting
Address: 793 J.P. Rizal Avenue, Poblacion, 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 Building III	Delivery Term: Within Five (5) calendar days upon receipt of the Notice to Proceed (NTP)
Date of Delivery: Within Five (5) calendar days upon receipt of the Notice to Proceed (NTP)	Payment Term: Upon completion of delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	lot	Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019	1	₱ 2,238,778.00	₱ 2,238,778.00

(Total Amount In Words)
Two Million Two Hundred Thirty Eight Thousand Seven Hundred Seventy Eight Pesos ₱ 2,238,778.00

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:
 Signature over Printed Name of Supplier
RODIMER MANALOTO
 Date: **JUL 15 2019**

Very truly yours,

JAYET B. ABUEL
 Officer-in-Charge, DBM

Funds Availability Certified by: JEFFREY D.M. GALARPE OIC - Accounting Division	OS No : <u>021011012019-07-1406</u> Amount : <u>₱2,238,778.-</u> Date : <u>07/12/19</u>
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Distribution of Copies:
 / / Original copy for the Supplier's Conforme
 / / Agency's Central Supply and Property Section for file
 / / COA Auditor

**TERMS AND CONDITIONS
(PURCHASE ORDER)**

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.

2. AWARDEE shall be responsible for the source(s) of his supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order (PO). Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the DBM Bids and Awards Committee and approved by the Secretary of Budget and Management or his duly authorized representative.

3. The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring entity's Administrative Service located at Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila, not later than 10:00 am up to 3:00 pm on the date of delivery as indicated in PO.

Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.

4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but failed to deliver the required product(s) within the time called for in the same order, he shall be extended a maximum period of fifteen (15) calendar days to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE, without prejudice to the imposition of liquidated damages. The DBM shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.

5. The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods' compliance with the technical specifications, and its order and condition, will be done in the presence of the representatives of both Supplier and Procuring Entity within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the results of the inspection conducted by the Procuring Entity shall be final and binding upon the Supplier.

6. Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under item 4 hereof.

7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/product(s) that may be discovered by the DBM within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment.

8. A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it. The Procuring Entity may also rescind the contract and impose 10% of the amount of the contract as liquidated damages, upon non-performance by the Supplier of any of its obligations under the contract

The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.

9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.

10. The technical specifications, bid proposal and other documents required from the AWARDEE shall form part of this Purchase Order.

JUL 15 2019

Accepted By:


AWARDEE

REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S.

BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this _____ day of _____, 2019, personally appeared _____ known to me to be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who acknowledged to me that the same is his free and voluntary act and deed and of the entity that he represents.

This Instrument refers to a _____ consisting of _____ (____) pages including this page and its Annexes, signed by the parties and their material witnesses.

WITNESS MY HAND AND SEAL this _____ day of _____, 2019

Doc No _____:
Page No _____:
Book No _____:
Series of 2019.



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

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

MR. JOSELITO B. GASCON

Major Account Officer
Philcopy Corporation
793 J.P. Rizal Avenue
Poblacion, Makati City

Dear **Mr. Gascon:**

This is to inform your company that performance of the obligations specified in the attached Purchase Order for the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019," shall commence upon receipt of this Notice to Proceed.

Very truly yours,


JANET B. ABUEL

Officer-in-Charge, DBM



I acknowledge receipt and acceptance of this Notice on: JUL 15 2019

Name of Consultant and/or Representative: RODRIQUEZ KARANAYO

Authorized Signature:  _____



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

BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

MR. JOSELITO B. GASCON


Major Account Officer
Philcopy Corporation
793 J.P. Rizal Avenue
Poblacion, Makati City

Dear **Mr. Gascon:**

We are pleased to inform you that the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019," is hereby awarded to your company in the amount of Two Million Two Hundred Thirty Eight Thousand Seven Hundred Seventy Eight Pesos (P2,238,778.00).

In this regard, you are hereby required to post a warranty security in the amount and form stated in Section 62 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 upon acceptance by the Procuring Entity of the delivered supplies.


Very truly yours,


JANET B. ABUEL
Officer-in-Charge, DBM



I acknowledge receipt and acceptance of this Notice on: JUL 15 2019

Name of Consultant and/or Representative: RODOLFO W. ALARCON

Authorized Signature: 



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT

July 2, 2019

MEMORANDUM FOR THE OFFICER-IN-CHARGE

From : The Chairperson
DBM-Bids and Awards Committee (BAC)

Subject : **SUPPLY AND DELIVERY OF KYOCERA CONSUMABLES FOR
THE 2ND AND 3RD QUARTERS OF 2019**

- 1.0 The Project is included in the Annual Procurement Plan, CY 2019, dated December 4, 2018, with an Approved Budget for the Contract of P5,200,000.00.
- 2.0 The Administrative Service, through various purchase requests, determined the needed consumables for the Kyocera printers used in the various bureaus/services/offices of the Department, for the 2nd and 3rd quarters of 2019.
- 3.0 It was determined by the Procurement Management Division that there is sufficient balance to fund the requirements for the 2nd and 3rd quarters of 2019.
- 4.0 Philcopy Corporation presented an Exclusive Distributorship Agreement dated May 14, 2019, issued by KYOCERA Document Solutions Asia Limited, appointing Philcopy Corporation as an exclusive distributor in marketing and servicing KYOCERA Document Solutions brand copiers, laser printers and multi-functional peripheral, software solutions, including related consumables and spare parts in the Philippines.
- 5.0 Pursuant to Section IV(L) of Annex "H" of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, the BAC respectfully recommends the approval of the following documents:
 - 5.1. Resolution No. 2019-____ dated July 2, 2019 recommending award of contract to Philcopy Corporation for the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019";
 - 5.2. The corresponding Notice of Award, Purchase Order, and Notice to Proceed to Philcopy Corporation.

6.0 For your consideration, please. Thank you.



ACHILLES GERARD C. BRAVO *MB*

APPROVED *as recommended*
 DISAPPROVED *J*

Janet 7/8/19

JANET B. ABUEL
Officer-in-Charge





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

BIDS AND AWARDS COMMITTEE

Resolution No. 2019-___

WHEREAS, the Department of Budget and Management-Bids and Awards Committee (DBM-BAC) issued the Annual Procurement Plan, CY 2019, dated December 4, 2018, containing the Project, "Supply and Delivery of Kyocera Consumables," with an Approved Budget for the Contract of P5,200,000.00;

WHEREAS, the Administrative Service (AS), through various purchase requests, determined the needed consumables for the Kyocera printers used in the various bureaus/services/offices of the Department, for the 2nd and 3rd quarters of 2019;

WHEREAS, Philcopy Corporation presented an Exclusive Distributorship Agreement dated May 14, 2019, issued by KYOCERA Document Solutions Asia Limited, appointing Philcopy Corporation as an exclusive distributor in marketing and servicing KYOCERA Document Solutions brand copiers, laser printers and multi-functional peripheral, software solutions, including related consumables and spare parts in the Philippines;

WHEREAS, under Section 50 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, Direct Contracting may be undertaken by the Procuring Entity when any of these circumstances are present: (a) procurement of goods of proprietary nature which can be obtained only from the proprietary source, i.e., when patents, trade secrets, and copyrights prohibit others from manufacturing the same item; (b) when the procurement of critical components from a specific supplier is a condition precedent to hold a contractor to guarantee its project performance, in accordance with the provisions of its contract; or (c) those sold by an exclusive dealer or manufacturer which does not have sub-dealers selling at lower prices and for which no suitable substitute can be obtained at more advantageous terms to the Government;

WHEREAS, after conducting a market research, the AS determined that Philcopy Corporation is the exclusive distributor of KYOCERA Document Solutions Asia Limited in the Philippines for the supply and delivery of consumables for Kyocera printers;

WHEREAS, the DBM-BAC determined that the procurement for the Project can be undertaken through Direct Contracting, pursuant to Section 50(c) of the 2016 Revised IRR of R.A. No. 9184;

WHEREAS, on June 18, 2019, the BAC requested a quotation from Philcopy Corporation for the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019";

WHEREAS, Philcopy Corporation submitted its quotation on June 19, 2019, amounting to Two Million Two Hundred Thirty Eight Thousand Seven Hundred Seventy Eight Pesos (P2,238,778.00), for the 2nd and 3rd quarter requirements of Kyocera consumables;

WHEREAS, after careful evaluation, validation and verification of the eligibility, technical and financial proposals, the BAC found that the submission of Philcopy Corporation has fully complied with all requirements stated in the Request for Quotation, and Philcopy Corporation was determined to be technically, legally and financially capable to deliver the subject goods in the amount of P2,238,778.00;

NOW, THEREFORE, for and in consideration of the foregoing premises, the BAC **RESOLVED**, as it hereby **RESOLVED**, to recommend to the Officer-in-Charge of the Department of Budget and Management that the Contract for the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters," be awarded to Philcopy Corporation, in accordance with R.A. No. 9184 and its 2016 Revised IRR.

ADOPTED, this 2nd day of July 2019 at the Department of Budget and Management, General Solano St., San Miguel, Manila.


JOYCE D. LABAO
End-user Representative


VIRGILIO A. UMPACAN, JR.
B.U.D.G.E.T. Representative


EDEN D. PANGILINAN
Member

not present
YOLANDA R. REYES
Member

[Signature]
THEA MARIE CORINNE F. PALARCA
Member

[Signature]
ANDREA CELENE M. MAGTALAS
Vice Chairperson

[Signature]
ACHILLES GERARD C. BRAVO
Chairperson

Approved *As recommended*
 Disapproved *[Signature]*

[Signature]
JANET B. ABUEL
Officer-in-Charge, DBM ;





Republic of the Philippines

Department of Budget and Management (DBM)

Office of the Secretary, Central Office

OBLIGATION REQUEST

ORS No.: 01-06001-OBL-2019-07-00114

ORS Date: July 08, 2019

Month: July

PO No.:

Fund Cluster: 01 - Regular Agency Fund

Funding Source: 01101101 - Specific Budgets of National Government Agencies

Payee: Philcopy Corporation

Office:

Address:

Particulars: Supply and Delivery of Kyocera Consumables for 2nd and 3rd Quarters of 2019

Responsibility Center		UACS	PAP	UACS	Amount
Code	Description	Description		Object Code	
072	DBM-Human Resource Management Division	Office Supplies Expenses	100000100001000	5020301002	153,300.00
034	DBM-Office Asec-Info & Communications Technology Mgt Group	Office Supplies Expenses	100000100001000	5020301002	46,200.00
013	DBM-Budget and Management Bureau-A	Office Supplies Expenses	100000100001000	5020301002	140,717.00
014	DBM-Budget and Management Bureau-B	Office Supplies Expenses	310200100001000	5020301002	58,900.00
016	DBM-Budget and Management Bureau-D	Office Supplies Expenses	100000100001000	5020301002	191,250.00
017	DBM-Budget and Management Bureau-E	Office Supplies Expenses	100000100001000	5020301002	70,400.00
004	DBM-Technical Bureau	Office Supplies Expenses	100000100001000	5020301002	489,700.00
074	DBM-Central Records Division	Office Supplies Expenses	100000100001000	5020301002	231,000.00
000	DBM-Office of the Secretary	Office Supplies Expenses	100000100001000	5020301002	71,750.00
005	DBM-Information & Communications Technology Systems Service	Office Supplies Expenses	200000100002000	5020301002	89,387.00
003	DBM-Local Government and Regional Coordination	Office Supplies Expenses	310400100001000	5020301002	30,450.00

Responsibility Center		UACS	PAP	UACS	Amount
Code	Description	Description		Object Code	
003	Bureau	Office Supplies Expenses	310400100001000	5020301002	30,450.00
024	DBM-Office Usec- Internal Audit	Office Supplies Expenses	100000100001000	5020301002	9,800.00
019	DBM-Systems and Productivity Improvement Bureau	Office Supplies Expenses	310100100001000	5020301002	224,100.00
008	DBM-Finance Service	Office Supplies Expenses	100000100001000	5020301002	159,174.00
001	DBM-Legal Service	Office Supplies Expenses	200000100001000	5020301002	66,850.00
023	DBM-Office Usec-Local Government & Regional Operations Group	Office Supplies Expenses	100000100001000	5020301002	123,900.00
022	DBM-Office Usec-Budget Preparation & Execution Group	Office Supplies Expenses	100000100001000	5020301002	81,900.00
				Total P	2,238,778.00
Amount in Words		**TWO MILLION TWO HUNDRED THIRTY EIGHT THOUSAND SEVEN HUNDRED SEVENTY EIGHT PESOS AND 00/100**			
A.		Certified :	B.		Certified :
		Charges to appropriation/allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal			Allotment available and obligated for the purpose/adjustment necessary as indicated above
Signature	:	_____	Signature	:	_____
Printed Name	:	_____	Printed Name	:	_____
Position	:	_____	Position	:	_____
		Head, Requesting Office/Authorized Representative			Head, Budget Division/Unit/Authorized Representative
Date	:	07/08/2019	Date	:	_____
Supporting Documents					
No.	Document Date	Document No.	Title	Description	

PRICE QUOTATION FORM

Date: JUNE 26, 2019

Bids and Awards Committee
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano Street,
 San Miguel, Manila

Sir/Madam:

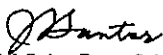
After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Particulars	Quantity	Unit Cost	Total Cost (Inclusive of Taxes and other Charges)
TONER			
TK 584 Black	106	4,500.00	519,400.00
TK 584 Magenta	73	5,250.00	363,250.00
TK 584 Cyan	75	5,250.00	393,750.00
TK 584 Yellow	74	5,250.00	368,500.00
TK 454	34	8,600.00	299,200.00
TK 710	10	12,300.00	123,000.00
DRUM			
FS-6970DN	5	12,226.00	61,130.00
FS-C5150DN	12	5,879.00	70,548.00

(Amount in Words) TWO MILLION TWO HUNDRED THIRTY EIGHT THOUSAND SEVEN HUNDRED SEVENTY EIGHT PESOS ONLY.

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,


MARIA JESUSITA P. SANTOS
 Name/Signature of Representative
PHILCOPY CORPORATION
 Name of Company
899-8625/ supplies@philcopy.net
 Contact No.



Ref. No. 3895
June 28, 2019

DEPT. OF BUDGET & MANAGEMENT
GEN. SOLANO ST. SAN MIGUEL,
MANILA CITY

Attention: MS. THEA MARIE CORINNE PALARCA
Director IV, Administrative Se

Dear Sir / Madam:

Thank you for allowing us to serve you. In response to your inquiry, we are pleased to offer you our quotation for the immediate replacement of consumables for your FS-C5150DN & FS-6970DN as follows:

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
KYOCERA-MITA TONER TK-584K FOR FS-C5150DN	106 PIECE	4,900.00	519,400.00
KYOCERA-MITA TONER TK-584M FOR FS-C5150DN	73 PIECE	5,250.00	383,250.00
KYOCERA-MITA TONER TK-584C FOR FS-C5150DN	75 PIECE	5,250.00	393,750.00
KYOCERA-MITA TONER TK-584Y FOR FS-C5150DN	74 PIECE	5,250.00	388,500.00
KYOCERA-MITA TONER TK-454 FOR FS-6970DN	34 PIECE	8,800.00	299,200.00
KYOCERA-MITA TONER TK-710 FOR FS-9130DN	10 PIECE	12,300.00	123,000.00
KYOCERA-MITA DK-450 FOR FS-6970DN	5 ASSEMBLY	12,226.00	61,130.00
KYOCERA-MITA DK-591 FOR FS-C5150DN	12 ASSEMBLY	5,879.00	70,548.00

GROSS SALE 2,238,778.00

TOTAL FOB 2,238,778.00

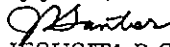
PAYMENT TERMS: 7 day(s)


VALIDITY: 30 days, thereafter price subject for final confirmation.

Should you find the above acceptable, please send this back to us thru Fax No. +63 (2) 899-8417 or email at supplies@philcopy.net indicating your conformity on the space provided herein.

Thank you very much.

Very truly yours,


MARIA JESUSITA P. SANTOS
Manager, Supplies Department

CONFORME:  6/28/19
Authorized Representative
Signature over Printed
Name / Date

SYS CRTL #: HNP18-36VQCJNFG8

PHILCOPY CORPORATION
793 J.P. Rizal Ave., Makati City * Tel. No. 899-8625 * Email Add. supplies@philcopy.net



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

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Bids and Awards Committee (BAC), will undertake a Direct Contracting procurement for the "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019," in accordance with Section 50 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019"

Delivery Period : Within five (5) calendar days upon receipt of the Notice to Proceed

Location : Department of Budget and Management, General Solano Street, San Miguel, Manila

In this regard, you are hereby requested to submit a valid Price Quotation Form (Annex A).

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

For inquiry, you may contact us at tel. nos. 657-3300 local 3115 / 3117.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service MAD
657-3300



Request for Quotation

MARCO A. DAVID <mdavid@dbm.gov.ph>

Tue, Jun 18, 2019 at 11:07 AM

To: jcgascon@philcopy.net, jcgason18@yahoo.com, "Philcopy Corporation - Supplies Dept." <supplies@philcopy.net>

Greetings!

Attached to this email will be the request for quotation for the Project, "Supply and Delivery of Kyocera Consumables for the 2nd and 3rd Quarters of 2019".

Thank you,



Marco A. David

Public Servant

Procurement Management Division

Department of Budget and Management


General Solano St., San Miguel, Malacañang, Manila

Trunkline: 657-3300 local 3115

Mobile: Smart - 0999-8733-136 || Globe - 0997-5222-524

Website: www.dbm.gov.ph

Email: mdavid@dbm.gov.ph || davidmarcodbm@gmail.com

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KYOCERA Document Solutions Asia Limited
Unit 3 & 5, 16/F, Mita Centre, 552-566 Castle Peak Road,
Tsuen Wan, New Territories, Hong Kong
Tel: (852) 2496 5678
Fax: (852) 2610 2063
<http://www.kyoceradocumentsolutions.asia>

14th May 2019

Document reference: TD/PH/19050701

Philcopy Corporation
P.O. Box 5190, Philcopy Bldg.,
793, J. Rizal St., Makati,
Metro Manila, Philippines

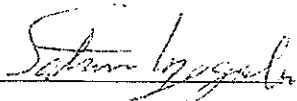
Attention: Mr. Efren Lim Quidilla
President

Sworn Certificate of Guarantee
Exclusive Distributorship Agreement

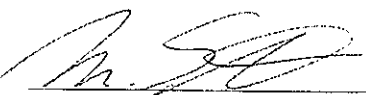
We, KYOCERA Document Solutions Asia Limited appoint Philcopy Corporation as an exclusive distributor in marketing and servicing KYOCERA Document Solutions brand copiers, laser printers and multi-functional peripheral, software solutions, including related consumables and spare parts in the Philippines. Therefore, Philcopy Corporation is responsible for sales and after sales service for the said products.

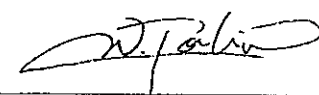
Yours faithfully,

KYOCERA Document Solutions Asia Limited


Satoru KYOGOKU, Director

In witness of signature

(1) 
Motohiro SATO, Vice President
KYOCERA Document Solutions Asia Limited

(2) 
Waki TOKIWA, Director
KYOCERA Document Solutions Asia Limited

CONSULATE GENERAL OF THE)
REPUBLIC OF THE PHILIPPINES)
HONG KONG SAR) S.S.

ACKNOWLEDGEMENT

FATIMA G. QUINTIN
Consul

Before me, Consul of
the Republic of the Philippines in and for Hong Kong SAR, duly commissioned and
qualified, at Hong Kong SAR on this ...16th..... day of MAY, 2019.....
A.D., personally appeared SATORU KYOGOKU, HOLDER OF.....
HONG KONG IDENTITY CARD M611463(1), ISSUED ON 27 SEPTEMBER 2016.....
to me known and known to me to be the same person who executed the annexed
instrument, SWORN CERTIFICATE OF GUARANTEE.....
EXCLUSIVE DISTRIBUTORSHIP AGREEMENT.....
and being informed by me of the contents of said instrument, acknowledged before
me that he/she executed the same of his/her own free will and deed.

The said party, together with the two instrumental witnesses, signed at
the foot of the instrument and on the left hand margin of the other pages hereof,
this instrument together with this Acknowledgement being composed of 4.....pages.

IN WITNESS WHEREOF, I have hereunto set my hand on these presents
and affixed hereon the seal of the Consulate General of the Philippines at
Hong Kong SAR this ...16th..... day of MAY 2019.....

FATIMA G. QUINTIN
Consul

.....
Consul of the Republic of the Philippines

(Seal)

Attachment :
-Certificate of
Guarantee
XXXX

* The Consulate General assumes no
responsibility for the content of the
annexed documents. FEES
PAID THEREOF ARE NON-REFUNDABLE

Service No. 42480.....
O.R. No.0047.....
Notarial No. LD-7325.....
Series of 2019.....
Fee Paid HK\$00
Book No. ...1.....
Page No.165.....

京極哲
KYOGOKU, Satoru



0079 2817 0772

出生年月 Date of Birth

26-06-1956

男 M

CO

発給日期 Date of Issue

(09-16)

27-09-16

M611463(1)



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE

CERTIFICATE OF PHILGEPS REGISTRATION (Platinum Membership)

THIS IS TO CERTIFY THAT

PHILCOPY CORPORATION
Philcopy Bldg. 793 J. P. Rizal Avenue
Makati City Metro Manila

is registered in the Philippine Government Electronic Procurement System (PhilGEPS) on 22-Jun-2001 pursuant to Section 8.5 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that PHILCOPY CORPORATION has submitted the required eligibility documents in the PhilGEPS Supplier Registry as listed in Annex A, which document is attached hereto and made an integral part hereof. The Procuring Entity reserves the right to verify, validate and ascertain the authenticity, completeness and truthfulness of all the submitted documents during the post-qualification process.

This Certificate is valid until 05-Apr-2020.

Issued this 26th day of March, 2019.


ROSA MARIA M. CLEMENTE
Director IV, PhilGEPS

Documentary Stamp Tax Paid Php 30.00

PhilGEPS Registration No: 2001-1703
Certificate Reference No: 2019009893A

REMINDERS ¹

- *The PhilGEPS office shall not determine the eligibility of merchants. The PhilGEPS office's evaluation of the eligibility requirements shall be for the sole purpose of determining the approval or disapproval of the merchant's application for registration.*
- *A merchant's registration and membership in the GOP-OMR is neither contract-specific nor understood to be tantamount to a finding of eligibility. Neither shall the merchant's successful registration in the GOP-OMR be relied upon to claim eligibility for the purpose of participation in any public bidding.*
- *The determination of the eligibility of merchants, whether registered with the GOP-OMR or not, shall remain with the Bids and Awards Committee (BAC). The BAC's determination of validity of the eligibility requirements shall be conclusive to enable the merchant to participate in the public bidding process.*

¹ Refer to Section 4 of the Guidelines for the Use of the Government of the Philippines - Official Merchant's Registry

List of Eligibility Documents

of

PHILCOPY CORPORATION

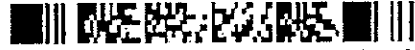
Philcopy Bldg. 793 J. P. Rizal Avenue
Makati City Metro Manila

SEC Certificate	Registration Date : 22-Nov-1979 SEC Certificate Number : 89173
Mayor's Permit	Expiration Date : 31-Dec-2019 Permit Number : 25683 Place of Issue : MAKATI CITY Signatory : HON. MAR-LEN ABIGAIL S. BINAY Issuance Date : 16-Jan-2019
Tax Clearance	Expiration Date : 05-Mar-2020 TCC Number : 08-049-03-05-475-2019 Signatory : BENILDA M. NICOSIA Issuance Date : 05-Mar-2019
Audited Financial Statement	Date of Filing : 10-Apr-2018 Current Asset : Php 354,141,790.94 Total Asset : Php 389,240,444.78 Current Liabilities : Php 322,058,863.12 Total Liabilities : Php 322,058,863.12 Name of Auditor : GUILLERMA M. GUMERA BIR RDO Code : 49
PCAB License	Expiration Date : Issued By : Issuance Date : License Number : License First Issue Date : Principal Classification : Category :

PhilGEPS Registration No: 2001-1703
Certificate Reference No: 2019009893A



Reference No : 121900029947631
Date Filed : April 11, 2019 09:31 AM
Batch Number : 0



For BIR Use Only BCS/Item

1702-RT06/13P1

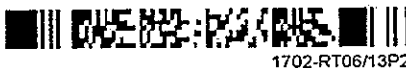
Republika ng Pilipinas Kagawaran ng Pananalapi Kawanihan ng Rentas Internas		Annual Income Tax Return For Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X". Two Copies MUST be filed with the BIR and one held by the taxpayer.		BIR Form No. 1702-RT June 2013 Page 1
1 For <input type="radio"/> Calendar <input type="radio"/> Fiscal 2 Year Ended (MM/DDYY) 12 2018	3 Amended Return? <input type="radio"/> Yes <input checked="" type="radio"/> No	4 Short Period Return? <input type="radio"/> Yes <input checked="" type="radio"/> No	5 Alphanumeric Tax Code (ATC) <input type="checkbox"/> IC055 Minimum Corporate Income Tax (MCIT) <input checked="" type="checkbox"/> IC010 CORPORATION IN GENERAL - JAN 1, 2008	

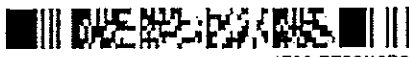
Part I - Background Information	
6 Taxpayer Identification Number (TIN)	000 169 318 000
7 RDO Code	049
8 Date of Incorporation/Organization (MM/DD/YYYY)	
9 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS)	PHILCOPY CORPORATION
10 Registered Address (Indicate complete registered address)	793 793 J.P. RIZAL AVENUE POBLACIO POBLACION CITY OF MAKATI
11 Contact Number	8998625
12 Email Address	ifemy@philcopy.net
13 Main Line of Business	OTHER RETAIL SALE IN SPECIALIZED STORES
14 PSIC Code	5239
15 Method of Deductions	<input checked="" type="radio"/> Itemized Deductions [Section 34 (A-J), NIRC] <input type="radio"/> Optional Standard Deduction (OSD) - 40% of Gross Income [Section 34(L), NIRC as amended by RA No. 9504]

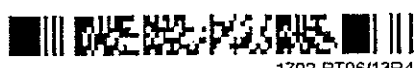
Part II - Total Tax Payable (Do NOT enter Centavos)	
16 Total Income Tax Due (Overpayment) (From Part IV Item 44)	3,907,395
17 Less: Total Tax Credits/Payments (From Part IV Item 45)	3,799,202
18 Net Tax Payable (Overpayment) (Item 16 Less Item 17) (From Part IV Item 46)	108,193
19 Add: Total Penalties (From Part IV Item 50)	0
20 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Item 18 and 19) (From Part IV Item 51)	108,193
21 If Overpayment, mark "X" one box only (Once the choice is made, the same is irrevocable)	
<input checked="" type="radio"/> To be refunded <input type="radio"/> To be Issued a Tax Credit Certificate (TCC) <input type="radio"/> To be carried over as tax credit next year/quarter	
We declare under the penalties of perjury, that this annual return has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If Authorized Representative, attach authorization letter and indicate TIN)	
Signature over printed name of President/Principal Officer/Authorized Representative _____ Signature over printed name of Treasurer/Assistant Treasurer _____	
Title of Signatory	Number of pages filed 8

22 Community Tax Certificate (CTC) Number	SEC Reg No. 089173	23 Date of Issue (MM/DD/YYYY)	10/23/1979
24 Place of Issue	MANDALUYONG, METRO MANILA, PHILIPPINES	25 Amount, if CTC	0
Part III - Details of Payment			
Details of Payment	Drawn Bank/Agency	Number	Date (MM/DD/YYYY)
26 Cash/Bank Debit Memo			
27 Check			
28 Tax Debit Memo			
29 Others (Specify Below)			

Machine Validation/Revenue Official Receipts Details (if not filed with an Authorized Agent Bank)	Stamp of receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)
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Annual Income Tax Return Page 2		BIR Form No. 1702-RT June 2013	 1702-RT06/13P2	
Taxpayer Identification Number (TIN)		Registered Name		
000 169 318 000		PHILCOPY CORPORATION		
Part IV - Computation of Tax <i>(Do NOT enter Centavos)</i>				
30 Net Sales/Revenues/Receipts/Fees (From Schedule 1 Item 6)		306,746,330		
31 Less: Cost of Sales/Services (From Schedule 2 Item 27)		124,085,608		
32 Gross Income from Operation (Item 30 Less Item 31)		182,660,722		
33 Add: Other Taxable Income Not Subjected to Final Tax (From Schedule 3 Item 4)		0		
34 Total Gross Income (Sum of Items 32 & 33)		182,660,722		
Less: Deductions Allowable under Existing Law				
35 Ordinary Allowable Itemized Deductions (From Schedule 4 Item 40)		169,636,072		
36 Special Allowable Itemized Deductions (From Schedule 5 Item 5)		0		
37 NOLCO (only for those taxable under Sec. 27(A to C); Sec. 28(A)(1) & (A)(6)(b) of the tax Code) (From Schedule 6A Item 8D)		0		
38 Total Itemized Deductions (Sum of Items 35 to 37)		169,636,072		
<i>OR (in case taxable under Sec 27(A) & 28(A)(1))</i>				
39 Optional Standard Deduction (40% of Item 34)		0		
40 Net Taxable Income (Item 34 Less Item 38 OR 39)		13,024,650		
41 Income Tax Rate		30.0%		
42 Income Tax Due other than MCIT (Item 40 x Item 41)		3,907,395		
43 Minimum Corporate Income Tax (MCIT) (2% of Gross Income in Item 34)		3,653,214		
44 Total Income Tax Due (Normal Income Tax in Item 42 or MCIT in Item 43, whichever is higher) (To part II Item 16)		3,907,395		
45 Less: Total Tax Credits/Payments (From Schedule 7 Item 12) (To Part II Item 17)		3,799,202		
46 Net Tax Payable (Overpayment) (Item 44 Less Item 45) (To Part II Item 18)		108,193		
Add Penalties				
47 Surcharge		0		
48 Interest		0		
49 Compromise		0		
50 Total Penalties (Sum of Items 47 to 49) (To part II Item 19)		0		
51 Total Amount Payable (Overpayment) (Sum Item 46 & 50) (To Part II Item 20)		108,193		
Part V - Tax Relief Availment <i>(Do NOT enter Centavos)</i>				
52 Special Allowable Itemized Deductions (30% of Item 36)		0		
53 Add: Special Tax Credits (From Schedule 7 Item 9)		0		
54 Total Tax Relief Availment (Sum of Items 52 & 53)		0		
Part VI - Information - External Auditor/Accredited Tax Agent				
55 Name of External Auditor/Accredited Tax Agent				
GUILLERMA M. GUMERA				
56 TIN 109 904 585 000				
57 Name of Signing Partner (If External Auditor is a Partnership)				
58 TIN				
59 BIR Accreditation No.		60 Issue Date (MM/DD/YYYY)		61 Expiry Date (MM/DD/YYYY)
05 000328 001		2018 02/09/2018		02/09/2021

Annual Income Tax Return Page 3 - Schedules 1 & 2				BIR Form No. 1702-RT June 2013	 1702-RT06/13P3
Taxpayer Identification Number (TIN)			Registered Name		
000	169	318	000	PHILCOPY CORPORATION	
Schedule 1 - Sales/Revenues/Receipts/Fees (Attach additional sheet/s, if necessary)					
1 Sale of Goods/Properties				306,746,330	
2 Sale of Services				0	
3 Lease of Properties				0	
4 Total (Sum of Items 1 to 3)				306,746,330	
5 Less: Sales Returns, Allowances and Discounts				0	
6 Net Sales/Revenues/Receipts/Fees (Item 4 Less Item 5) (To Part IV Item 30)				306,746,330	
Schedule 2 - Cost of Sales (Attach additional sheet/s, if necessary)					
Schedule 2A - Cost of Sales (For those Engaged in Trading)					
1 Merchandise Inventory - Beginning				336,825,124	
2 Add: Purchases of Merchandise				209,206,303	
3 Total Goods Available for Sale (Sum of Items 1 & 2)				546,031,427	
4 Less: Merchandise Inventory, Ending				421,945,819	
5 Cost of Sales (Item 3 Less Item 4) (To Schedule 2 Item 27)				124,085,608	
Schedule 2B - Cost of Sales (For those Engaged in Manufacturing)					
6 Direct Materials, Beginning				0	
7 Add: Purchases of Direct Materials				0	
8 Materials Available for Use (Sum of Items 6 & 7)				0	
9 Less: Direct Materials, Ending				0	
10 Raw Materials Used (Item 8 Less Item 9)				0	
11 Direct Labor				0	
12 Manufacturing Overhead				0	
13 Total Manufacturing Cost (Sum of Items 10, 11 & 12)				0	
14 Add: Work In Process, Beginning				0	
15 Less: Work in Process, Ending				0	
16 Cost of Goods Manufactured (Sum of Items 13 & 14 Less Item 15)				0	
17 Finished Goods, Beginning				0	
18 Less: Finished Goods, Ending				0	
19 Cost of Goods Manufactured and Sold (Sum of Items 16 & 17 Less Item 18) (To Sched. 2 Item 27)				0	
Schedule 2C - Cost of Services (For those Engaged in Services, indicate only those directly incurred or related to the gross revenue from rendition of services)					
20 Direct Charges - Salaries, Wages and Benefits				0	
21 Direct Charges - Materials, Supplies and Facilities				0	
22 Direct Charges - Depreciation				0	
23 Direct Charges - Rental				0	
24 Direct Charges - Outside Services				0	
25 Direct Charges - Others				0	
26 Total Cost of Services (Sum of Items 20 to 25) (To Item 27)				0	
27 Total Cost of Sales/Services (Sum of Items 5, 19 & 26, if applicable) (To Part IV Item 31)				124,085,608	

Annual Income Tax Return Page 4 - Schedules 3 & 4				BIR Form No 1702-RT June 2013	 1702-RT06/13P4
Taxpayer Identification Number (TIN)			Registered Name		
000	169	318	000	PHILCOPY CORPORATION	
Schedule 3 - Other Taxable Income Not Subjected to Final Tax (Attach additional sheet/s, if necessary)					
1					0
2					0
3					0
4	Total Other Taxable Income Not Subjected to Final Tax (Sum of Items 1 to 3) (To Part IV Item 33)				0
Schedule 4 - Ordinary Allowable Itemized Deductions (Attach additional sheet/s, if necessary)					
1	Advertising and Promotions				5,497,854
Amortizations (Specify on Items 2, 3 & 4)					
2					0
3					0
4					0
5	Bad Debts				0
6	Charitable Contributions				0
7	Commissions				0
8	Communication, Light and Water				2,667,273
9	Depletion				0
10	Depreciation				2,908,534
11	Director's Fees				0
12	Fringe Benefits				7,607,322
13	Fuel and Oil				2,663,982
14	Insurance				1,055,360
15	Interest				0
16	Janitorial and Messengerial Services				0
17	Losses				0
18	Management and Consultancy Fee				0
19	Miscellaneous				10,214
20	Office Supplies				905,538
21	Other Services				52,004
22	Professional Fees				48,000
23	Rental				18,115,901
24	Repairs and Maintenance - (Labor or Labor & Materials)				0
25	Repairs and Maintenance - (Materials/Supplies)				393,319
26	Representation and Entertainment				0
27	Research and Development				0
28	Royalties				0
29	Salaries and Allowances				115,088,131

Annual Income Tax Return Page 5 - Schedules 4, 5 & 6	BIR Form No. 1702-RT June 2013	 1702-RT06/13P5
Taxpayer Identification Number (TIN) 000 169 318 000		Registered Name PHILCOPY CORPORATION

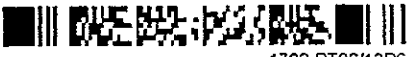
Schedule 4 - Ordinary Allowable Itemized Deductions (Continued from Previous Page)	
30 Security Services	227,282
31 SSS, GSIS, Philhealth, HDMF and Other Contributions	7,061,579
32 Taxes and Licenses	3,893,198
33 Tolling Fees	0
34 Training and Seminars	0
35 Transportation and Travel	0
Others (Specify below; Add additional sheet(s), if necessary)	
36 MEMBERSHIP DUES	37,746
37 FREIGHT AND HANDLING	1,094,438
38 OFFICE EXPENSE	102,105
39 SHOP SUPPLIES	206,292
40 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 39) (To Part IV Item 35)	169,636,072

Schedule 5 - Special Allowable Itemized Deductions (Attach additional sheet/s, if necessary)		
Description	Legal Basis	Amount
1		0
2		0
3		0
4		0
5 Total Special Allowable itemized Deductions (Sum of Items 1 to 4) (To Part IV Item 36)		0

Schedule 6 - Computation of Net Operating Loss Carry Over (NOLCO)	
1 Gross Income (From Part IV Item 34)	0
2 Less: Total Deductions Exclusive of NOLCO & Deduction Under Special Law	0
3 Net Operating Loss (To Schedule 6A)	0

Schedule 6A - Computation of Available Net Operating Loss Carry Over (NOLCO)		
Net Operating Loss		B) NOLCO Applied Previous Year
Year Incurred	A) Amount	
4	0	0
5	0	0
6	0	0
7	0	0

Continuation of Schedule 6A (Item numbers continue from the table above)		
C) NOLCO Expired	D) NOLCO Applied Current Year	E) Net Operating Loss (Unapplied)
4	0	0
5	0	0
6	0	0
7	0	0
8 Total NOLCO (Sum of Items 4D to 7D) (To Part IV Item 37)	0	

Annual Income Tax Return Page 6 - Schedules 7, 8 & 9		BIR Form No. 1702-RT June 2013	 1702-RT06/13P6	
Taxpayer Identification Number (TIN)		Registered Name		
000 169 318 000		PHILCOPY CORPORATION		
Schedule 7 - Tax Credits/Payments (attach proof) (Attach additional sheets, if necessary)				
1	Prior Year's Excess Credits Other Than MCIT		0	
2	Income Tax Payment under MCIT from Previous Quarter/s		0	
3	Income Tax Payment under Regular/Normal Rate from Previous Quarter/s		3,051,452	
4	Excess MCIT Applied this Current Taxable Year (From Schedule 8 Item 4F)		0	
5	Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307		0	
6	Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter		747,750	
7	Foreign Tax Credits, if applicable		0	
8	Tax Paid in Return Previously Filed, if this is an Amended Return		0	
9	Special Tax Credits (To Part V Item 53)		0	
Other Credits/Payments (Specify)				
10:			0	
11:			0	
12	Total Tax Credits/Payments (Sum of Items 1 to 11) (To Part IV Item 45)		3,799,202	
Schedule 8 - Computation of Minimum Corporate Income Tax (MCIT)				
	Year	A) Normal Income Tax as Adjusted	B) MCIT	C) Excess MCIT over Normal Income Tax
1		0	0	0
2		0	0	0
3		0	0	0
Continuation of Schedule 8 (Line numbers continue from table above)				
	D) Excess MCIT Applied/Used for Previous Years	E) Expired Portion of Excess MCIT	F) Excess MCIT Applied this Current Taxable Year	G) Balance of Excess MCIT Allowable as Tax Credit for Succeeding Year/s
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	Total Excess MCIT (Sum of Column for Items 1F to 3F) (To Schedule 7 Item 4)			0
Schedule 9 - Reconciliation of Net Income per Books Against Taxable Income (Attach additional sheets, if necessary)				
1	Net Income/(Loss) per books			13,024,650
Add: Non-deductible Expenses/Taxable Other Income				
2				0
3				0
4	Total (Sum of Items 1 to 3)			13,024,650
Less: A) Non-taxable Income and Income Subjected to Final Tax				
5				0
6				0
B) Special Deductions				
7				0
8				0
9	Total (Sum of Items 5 to 8)			0
10	Net Taxable Income (Loss) (Item 4 Less Item 9)			13,024,650

Annual Income Tax Return Page 8 - Schedules 12 & 13		BIR Form No. 1702-RT June 2013	 1702-RT06/13P8
Taxpayer Identification Number (TIN) 000 169 318 000		Registered Name PHILCOPY CORPORATION	

Schedule 12 - Supplemental Information (Attach additional sheet/s, if necessary)

I) Gross Income/Receipts Subjected to Final Withholding	A) Exempt	B) Actual Amount/Fair Market Value/Net Capital Gains	C) Final Tax Withheld/Paid
1 Interests	0	0	0
2 Royalties	0	0	0
3 Dividends	0	0	0
4 Prizes and Winnings	0	0	0

II) Sale/Exchange of Real properties	A) Sale/Exchange #1	B) Sale/Exchange #2
5 Description of Property (e.g. land, improvement, etc.)		
6 OCT/TCT/CCT/Tax Declaration No.		
7 Certificate Authorizing Registration (CAR) No.		
8 Actual Amount/Fair Market Value/Net Capital Gains		
9 Final Tax Withheld/Paid		

III) Sale/Exchange of Shares of Stock	A) Sale/Exchange #1	B) Sale/Exchange #2
10 Kind(PS/CS)/Stock Certificate Series No.		
11 Certificate Authorizing Registration (CAR) No.		
12 Number of Shares		
13 Date of Issue (MM/DD/YYYY)		
14 Actual Amount/Fair Market Value/Net Capital Gains		
15 Final Tax Withheld/Paid		

IV) Other Income (Specify)	A) Other Income #1	B) Other Income #2
16 Other Income Subject to Final Tax Under Sections 57(A)/127 /others of the Tax Code, as amended (Specify)		
17 Actual Amount/Fair Market Value/Net Capital Gains		
18 Final Tax Withheld/Paid		

19 Total Final Tax Withheld Paid (Sum of Items 1C to 4C, 9A, 9B, 15A, 15B, 18A & 18B) 0

Schedule 13 - Gross Income/Receipts Exempt from Income Tax

1 Return of Premium (Actual Amount/Fair Market Value) 0

I) Personal/Real Properties Received thru Gifts, Bequests, and Devices	A) Personal/Real Properties #1	B) Personal/Real Properties #2
2 Description of Property (e.g. land, improvement, etc.)		
3 Modes of Transfer (e.g. Donation)		
4 Certificate Authorizing Registration (CAR) No.		
5 Actual Amount/Fair Market Value		

II) Other Exempt Income/Receipts	A) Other Exempt Income #1	B) Other Exempt Income #2
6 Other Exempt Income/Receipts Under Sec. 32 (B) of the Tax Code, as amended (Specify)		
7 Actual Amount/Fair Market Value/Net Capital Gains		

8 Total Income Receipts Exempt From Income Tax (Sum of Items 1, 5A, 5B, 7A & 7B) 0

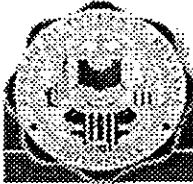
REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

FILING REFERENCE NO.

TIN	: 000-169-318-000
Name	: PHILCOPY CORPORATION
RDO	: 049
Form Type	: 1702
Reference No.	: 121900029947631
Amount Payable (Over Remittance)	: 108,193.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2018
Date Filed	: 04/11/2019
Tax Type	: IT

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efps

e-Filing and Payment System

Bureau of Internal Revenue

Republic of the Philippines

BIR eFPS has received the payment confirmation for your tax return from LBP.

TIN	000 - 169 - 318 - 000
Taxpayer's Name	PHILCOPY CORPORATION
Tax Type	IT
Return Period	12/31/2018
Transacting Bank	LBP (086000)
Reference Number	121900029947631
Payment Transaction Number	198301950
Payment Transaction Date	04/11/2019
Actual Amount Paid	108193.00
LBP's Confirmation Number	00041120191716322120

Remaining: 2,348,222

Journal Entry Voucher Department of Budget and Management Central Office	Funding (01101101) Regular Agency Fund - General Fund - New General Source Appropriations - Specific Budgets of National Government Agencies	NoJEV-2019-03-000909
	Transaction Type Disbursement - DISB011	Date March 18, 2019

Responsibility	Account Title	Account	Sub-Object	Debit	Credit
Center		Code	Code		
	Accounts Payable	20101010	00	2,851,778.00 ✓	
060010100000-01-01-01	Office Supplies Expenses	50203010	02	372,150.00	
060010100000-01-02	Office Supplies Expenses	50203010	02	382,200.00	
060010100000-01-03	Office Supplies Expenses	50203010	02	264,996.00	
060010100000-01-04	Office Supplies Expenses	50203010	02	46,200.00	
060010100000-02-02	Office Supplies Expenses	50203010	02	61,950.00	
060010100000-02-03	Office Supplies Expenses	50203010	02	247,800.00	
060010100000-03-01	Office Supplies Expenses	50203010	02	186,749.00	
060010100000-03-02	Office Supplies Expenses	50203010	02	313,666.00	
060010100000-03-03-01	Office Supplies Expenses	50203010	02	179,317.00	
060010100000-03-03-02	Office Supplies Expenses	50203010	02	117,800.00	
060010100000-03-03-03	Office Supplies Expenses	50203010	02	132,000.00	
060010100000-03-03-04	Office Supplies Expenses	50203010	02	97,150.00	
060010100000-03-03-05	Office Supplies Expenses	50203010	02	136,400.00	
060010100000-03-03-06	Office Supplies Expenses	50203010	02	39,200.00	
060010100000-03-03-07	Office Supplies Expenses	50203010	02	141,500.00	
060010100000-03-04	Office Supplies Expenses	50203010	02	112,050.00	
060010100000-03-05	Office Supplies Expenses	50203010	02	20,650.00	
	Cash - Modified Disbursement System (MDS), Regular	10104040	00		2,670,486.40
	Office Supplies Inventory	10404010	00		2,851,778.00
	Due to BIR	20201010	00		152,773.82
	Guaranty/Security Deposits Payable	20401040	00		28,517.78
TOTAL				5,703,556.00	5,703,556.00

Supporting Documents

Date	Description	Document No
01/03/19	Annual Procurement Plan (APP)	DBM
02/06/19	Price Quotations	PHILCOPY
02/08/18	Notice of Award	AS
02/08/19	Purchase Order	2019-012
02/08/19	Resolution	2019-04
02/18/19	Obligation Request and Status (ORS)	021011012019-02-000195
02/20/19	Notice to Proceed	AS
02/21/19	Delivery Receipt	0112595
02/21/19	Sales Invoice	0463407
02/22/19	Inspection and Acceptance Report	2019-070
02/22/19	Report of Supplies and Materials Issued (RSMI)	2019-069
02/26/19	Requisition and Issue Slip (RIS)	VARIOUS
03/15/19	Disbursement Voucher (DV)	01-2019-03-000570
03/18/19	Check	LDDAP-ADA 101101-03-0274-2019
03/18/19	List of Due and Demandable Accounts Payable/Authority to Debit Account (LDDAP/ADA)	101101-03-0274-2019

Journal Entry Voucher Department of Budget and Management Central Office	Funding (01101101) Regular Agency Fund - General Fund - New General Source Appropriations - Specific Budgets of National Government Agencies	No.JEV-2019-03-000909
	Transaction Type Disbursement - DISB011	Date March 18, 2019
05/16/18	Certificate of Exclusive Distributorship	KYOCERA

Particulars : Philcopy Corporation
 To recognize payment of accounts payable for the supply and delivery of Kyocera Consumables for the 1st Quarter per LDDAP-ADA
 101101-03-0274-2019 dated March 18, 2019.

Prepared by : Yvonne Grace P. Dosel

Approved by : ESPERANZA Q. IGNACIO

Date Printed : Tuesday, June 11, 2019

Code (PAF)	Procurement Program/Project	PRO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget PAF			Remarks
				AdPost of IBREI	SubOpen of Bids	Notice of Award	Contact Signing		Total	MOPE	CO	
100010001	Printing and Delivery of Display Materials	FRFB PPA OCP and PGC	NP-Small Value	18-Mar-19	25-Mar-19	25-Mar-19	1-Apr-19	26,000.00	26,000.00		Supply and Delivery of 15 pcs of pull-up lapouffis and 30 pcs of A2 silver boards.	
C. Supplies, Materials, and Tools Expenses												
100010001	Supply and Delivery of Colored Paper	AS	NP-Small Value	15-Dec-19	22-Dec-19	22-Dec-19	1-Jan-19	83,160.00	83,160.00		For the day-to-day OMS operations	
100010001	Supply and Delivery of Comprinted Box	AS	NP-Small Value	18-Jan-19	25-Jan-19	25-Jan-19	1-Feb-19	357,500.00	357,500.00		For storing and filing of official DBM Files.	
100010001	1st Quarter Maintenance Supplies for CY 2019	AS	NP-Small Value					575,000.00	575,000.00		Provision of maintenance supplies.	
100010001	2nd Quarter Maintenance Supplies for CY 2019	AS	NP-Small Value					575,000.00	575,000.00		This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the mode of procurement as the Budget is on need basis.	
100010001	3rd Quarter Maintenance Supplies for CY 2019	AS	NP-Small Value					575,000.00	575,000.00		This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the mode of procurement as the Budget is on need basis.	
100010001	4th Quarter Maintenance Supplies for CY 2019	AS	NP-Small Value					575,000.00	575,000.00		This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the mode of procurement as the Budget is on need basis.	
100010001	Amazon Supplies	AS	NP-Small Value					1,000,000.00	1,000,000.00		For various day to day expenses of hardware supplies.	
100010001	Other Hardware Supplies	AS	NP-Small Value					900,000.00	900,000.00		For various day to day expenses of hardware supplies.	
100010001	Common Use Supplies and Materials available at Procurement Service	AS	Agency to Agency					7,345,000.00	7,345,000.00		Procurement of office supplies and materials that are available at Procurement Service.	
100010001	Common Use Supplies and Materials not available at Procurement Service for the 1st Quarter	AS	NP-Small Value					500,000.00	500,000.00		Procurement of office supplies and materials that are not available at Procurement Service	
100010001	Common Use Supplies and Materials not available at Procurement Service for the 2nd Quarter	AS	NP-Small Value					500,000.00	500,000.00		Procurement of office supplies and materials that are not available at Procurement Service	
100010001	Common Use Supplies and Materials not available at Procurement Service for the 3rd Quarter	AS	NP-Small Value					500,000.00	500,000.00		Procurement of office supplies and materials that are not available at Procurement Service	
100010001	Common Use Supplies and Materials not available at Procurement Service for the 4th Quarter	AS	NP-Small Value					500,000.00	500,000.00		Procurement of office supplies and materials that are not available at Procurement Service	
100010001	Supply and Delivery of Kyoceia Consumables	AS	Direct Contracting					5,200,000.00	5,200,000.00		For one (1) year requirement of Kyoceia consumables of various offices based on the consolidated APP-CSE not available at the Procurement Service.	
100010001	DBM Anniversary/Sevent Items	AS	NP-Small Value	17-Mar-19	24-Mar-19	24-Mar-19	31-Mar-19	935,000.00	935,000.00		2019 DBM Anniversary souvenir items for DBM employees	
100010001	Supply and Delivery of Office Supplies for the Conduct of Trainings and Briefings	BITS	NP-Small Value	15-Dec-18	22-Dec-18	22-Dec-18	1-Jan-19	224,190.00	224,190.00		Supply and delivery of various office supplies.	
100010001	Supply and Delivery of Conference Kit/Clients							2,420,500.00	2,420,500.00		This supersedes the Indicative Annual Procurement Plan, dated July 20, 2018, to reflect the change in the mode of procurement for each small value order and the APC.	
100010001	Public Financial Management (PFM) Colateral for Distribution during Forum/Workshop Briefings and Conds	FPMS						2,420,500.00	2,420,500.00		Provision of PFM collateral for the folders, notebooks, pens, US\$5, Conference and PAF Bags with PFM & DBM Logo.	

KYOCERA CONSUMABLES FOR 2ND AND 3RD QUARTER

Agency/ies	SP#B	User Station	IS	ICSS	ASFC	AS	BMB-A	BMB-B	BMB-D	BMB-E	BTB	CRD	LGRTB	LS	OSFC	USFC	UNBILLA	USFC	TOTAL	UNIT COST	AMOUNT
TONER																					
TK 594 Black	10	2	6	5	3	12	3	2	9		15	15	3	4	5	6	6	6	106	4,500.00	519,400.00
TK 594 Magenta	10		6	3	2	6	3	2	7		8	10	1	3	3	6	6	6	73	5,500.00	383,250.00
TK 594 Cyan	10		6	3	2	6	3	2	8		8	10	1	3	3	6	6	6	75	5,250.00	393,750.00
TK 594 Yellow	10		6	3	2	6	3	2	8		8	10	1	3	3	6	6	6	74	5,250.00	388,500.00
TK 454	2								3		19								34	8,000.00	299,200.00
TK 710	2										10								10	12,500.00	129,000.00
DRUM																					
FS-6970DN							5												5	12,226.00	61,130.00
FS-G5150DN							3												12	5,875.00	70,548.00
FS-9130DN																			0		
TOTAL																					
	221,100.00	9,800.00	159,174.00	89,387.00	46,200.00	153,300.00	140,717.00	58,500.00	91,750.00	70,400.00	489,700.00	231,000.00	30,450.00	66,850.00	71,750.00	123,900.00	81,500.00				2,238,778.00

TOTAL PER 8/5/0



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

Administrative Service (AS) and Finance Service (FS)
 TRANSMITTAL AND ACTION SLIP
 "Please do not detach from the request form"

Subject: Puro (Award - Bids Contracting) - Purosa Komunales
 End User: for the 2nd + 3rd Quarters of 2019

Date & Time Received	FROM	TO	Date & Time Forwarded	REMARKS
July 2, 2019	Anna	Ma'am Joyce		For your consideration please. Thank you.
		One Bureau		
		Marco		for OBR
July 9	Anna	OIC/HOPE		Puro, NOA, P.O., NTP & OBR for the OIC's consideration please. Thank you.
		FS		your approval of OBR
	Prud	philby		PO, NOA, NTP SENT VIA EMAIL

No. of Day/s Completed:

Department of Budget and Management
 OFFICE OF THE SECRETARY

RECEIVED
 JUL 03 2019

BY: fu
 CONTROL NO.: 7 TIME: