



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

PURCHASE ORDER NO. 2023-001

Supplier: **Microimaging Sales and Services Inc.** Date: **FEB 08 2023**
Address: 2/F Sunnyside Bldg., 2247 Don Chino Roces Ave., Bangkal Street, Makati City Mode of Procurement: NP- Small Value Procurement
TIN: 005-339-584-000

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 Central Office Payment Term: Payment shall be made through Landbank's LDDAP- ADA / Bank Transfer facility within Sixty (60) days after submission of Billing and User Inspection and Acceptance of the Product. Bank Transfer fee shall be charged against creditor's account.
Delivery Term: On June 5, 2023 or upon Notice of the End-user Representative

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	lot	Preventive Maintenance of Kodak Scanners Preventive Maintenance of three (3) Kodak Scanners at AS-CRD Kodak Scanner i4600 series Kodak Scanner i2600 series Kodak Scanner s3100f *nothing follows*	1	₱ 39,200.00	₱39,200.00

(Total Amount In Words)
Thirty Nine Thousand Two Hundred Pesos only **₱39,200.00**

"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%) **of the cost of the delayed goods** for every day of delay shall be imposed."

Very truly yours,

Conforme:

Signature over Printed Name of Supplier
02-10-2023

Date

RAMON VICENTE B. ASUNCION
Director IV, Administrative Service
Authorized Official
(Representing End User)

Funds Availability Certified by:

JEFFREY D.M. GALARPE
Chief Accountant - Finance Service

OS No : 02/01/10/2023-02-166
Amount : ₱39,200.00
Date : 02/03/23

Distribution of Copies:
// Original copy for the Supplier's Conforme
// Agency's Central Supply and Property Section/EUR for IAR and Payment Processing
// COA Auditor
// AS-PMD Copy for file



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GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

FEB 08 2023

MS. ROSE TANGPOS

Microimaging Sales and Services Inc.
2/F Sunnyvale Bldg., 2247 Don Chino Roces Ave.
Bangkal Street, Makati City

Dear **Ms. Tangpos:**

Per attached Purchase Order No. 2023-001, we hereby notify you that your office may proceed with the delivery of the project, "**Preventive Maintenance of Kodak Scanners,**" upon receipt and acceptance of this Notice.


In this regard, your Office shall coordinate with our End-User Representative to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Very truly yours,

RAMON VICENTE B. ASUNCION

Director IV, Administrative Service

Conforme:


ROSE ANN TANGPOS

Authorized Representative
Microimaging Sales and Services Inc.

Date:

02-10-2023



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

NOTICE OF AWARD

FEB 08 2023

MS. ROSE TANGPOS

Microimaging Sales and Services Inc.
2/F Sunnyvale Bldg., 2247 Don Chino Roces Ave.
Bangkal Street, Makati City

Dear **Ms. Tangpos:**

We are pleased to inform you that the project, "**Preventive Maintenance of Kodak Scanners,**" is hereby awarded to your company in the amount of Thirty Nine Thousand Two Hundred Pesos only (Php 39,200.00).


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

Thank you and God Bless.

Very truly yours,


RAMON VICENTE B. ASUNCION
Director IV, Administrative Service *A*

Conforme:


ROSE ANN TANGPOS

Authorized Representative,
Microimaging Sales and Services Inc.

Date: 02-10-2023