Appendix 61

PURCHASE ORDER

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY

Burgos St., LaPaz, Iloilo City

DOC # 71200

Supplier : **PHILIPPINE DUPLICATORS INC**
Address : Cor. Burgos-Magdalo Sts., La Paz, Iloilo City
TIN : 412-893-007

P.O. No. : 2024-08-231
Date : August 29, 2024
Mode of Procurement : **DIRECT CONTRACTING**

Gentlemen:

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

Place of Delivery : Burgos Street, La Paz, Iloilo City
Date of Delivery :

Delivery Term : 15 Calendar days upon receipt of PO
Payment Term : **CHARGE**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	cartridges	**Toner - Brand: Ricoh/Gestetner** Gestetner Copier Cartridge MP C2503 (Cyan)	3	10,675.00	32,025.00
2	cartridges	**Toner - Brand: Ricoh/Gestetner** Gestetner Copier Cartridge MP C2503 (Magenta)	3	10,675.00	32,025.00
3	cartridges	**Toner - Brand: Ricoh/Gestetner** Gestetner Copier Cartridge MP C2503 (Yellow)	3	10,675.00	32,025.00
4	cartridges	**Toner - Brand: Ricoh/Gestetner** Gestetner Copier Cartridge MP C2503 (Matte Black)	3	5,425.00	16,275.00
		Warranty Period: 1 year			
		***** Nothing Follows*****			
		For official use of the College of Arts and Sciences			
		Requested by: Tracy N. Tacuban			
				Total	**112,350.00**

(Total Amount in Words): ONE HUNDRED TWELVE THOUSAND THREE HUNDRED FIFTY 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:

PHILIPPINE DUPLICATORS INC
Name of Supplier

06 SEP 2024
Date

Very truly yours,

GABRIEL M. SALISTRE JR., PEE, DIT
University President

06 SEP 2024
Date

Fund Cluster : 101
Funds Available :

JESSICA M. GENZOLA
Accountant IV

ORS/BURS No. : 2024-09-1338
Date of the ORS/BURS:
Amount : **112,350.00**

DC-2024-21 ABC 129,000.00 van2024

1-04-04-010-112.300