

PURCHASE ORDER

SUPPLIER INFORMATION

Name : PHILCOPY CORPORATION
 Address : #793 J. P. Rizal Extn. Brgy. Poblacion, Makati City PH
 TIN No. : 000-169-318-000-V
 Contact No. : 7623-6139
 Contact Person : Gina Riosa
 PHILGEPS No. : 1703
 SEC No. : 89173
 DTI No : N/A

TRANSACTION INFORMATION

PO No. : 1240000734
 PO Date : 11-Apr-23
 Payment Terms : 30 Calendar Days
 Mode of Procurement : Direct Contracting
 Delivery Period (DP) : 5-15 Calendar days
 Start of DP : Upon receipt of this Order
 Place of Delivery : PHILGUARANTEE Main Office
 Delivered To : Facilities and General Services Dept.

ITEM No.	QTY.	UNIT	ITEMS/ DESCRIPTION	BRAND	COUNTRY OF ORIGIN	UNIT COST	TOTAL UNIT COST	VAT	CONTRACT COST
OFS00207	80	CTE	Toner for Kyocera Printer TK5244 (Black)	Kyocera	Hongkong	5,647.32	451,785.71	54,214.29	506,000.00
OFS00208	70	CTE	Toner for Kyocera TK5244 (Yellow)	Kyocera	Hongkong	6,433.04	450,312.50	54,037.50	504,350.00
OFS00209	60	CTE	Toner for Kyocera TK5244 (Magenta)	Kyocera	Hongkong	6,433.04	385,982.14	46,317.86	432,300.00
OFS00210	40	CTE	Toner for Kyocera TK5244 (Cyan)	Kyocera	Hongkong	6,433.04	257,321.43	30,878.57	288,200.00
TOTAL QUANTITY OF ORDER: 250						TOTAL:	₱1,545,401.78	₱185,448.22	₱1,730,850.00


(TOTAL AMOUNT IN WORDS) Pesos: One Million Seven Hundred Thirty Thousand Eight Hundred Fifty


Funds Available:

Php 1,730,850.00

RECOMMENDING APPROVAL:

APPROVED:


Marites Saducos Cabias
 Officer-In-Charge
 Budget Management Department


Marlyn Anthony Coronado Galang
 Dept. Head (Vice President)
 Facilities and General Services Department


Nelia Orteza Oandasan
 Group Head (Senior Vice President)
 Business Operations Group

Please submit upon delivery four (4) copies each of Supplier's Invoice/Delivery Receipt showing our P.O. No., two (2) copies each of Certificate of Registration of Business Name, the Articles of Incorporation, in case of corporations and VAT Registration Certificate.

In case this matter is referred to an attorney-at-law for collection or legal action, Supplier agrees to pay the sum equivalent to ten percent (10%) of the amount involved but in no case less than Twenty Thousand Pesos (P 20,000.00) for and as attorney's fees and the cost of litigation.

The venue of court action, whether commenced by either of the parties, shall be laid exclusively in the proper court of Makati City.

If Supplier fails to comply with its delivery commitment, or if the items that Supplier will deliver are not in accordance with the offer and will be rejected by the requisitioner, award will be given to the next lowest bidder or purchase of said materials will be made in the open market and the differences in price shall be charged against the Supplier.

Should the Supplier fail to complete the delivery stipulated in this Purchase Order within the specified duration, or within the extension granted, if any, which extension should be granted in writing by this Office, the Supplier shall be subject to penalty of 1/10 of 1% of the total value of this Order each day of delay.

The Supplier shall pay all taxes, fees and dues that shall become due as a result of the work subject of this Purchase Order.

The terms under the General Conditions of the Contract (GCC) for the procurement of goods issued by the GPPB, whenever applicable and not inconsistent, shall form part of this PO.

The following documents shall be deemed to form and be read and construed as integral part of this Purchase Order, viz.: (1) Scope of Work/Terms of Reference/Technical Specification; (2) Winning Bidder's Proposal; and (3) Request for Quotation.

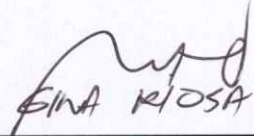
The Supplier agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the PO contract.

The Supplier shall pay taxes in full and on time before entering into, and for the duration of the PO. The supplier's failure to comply shall entitle PHILGUARANTEE to suspend payment or services rendered or goods delivered.

Please return duplicate copy hereof to this Office duly signed by the Supplier's authorized representative.

This agreement is subject to such additional terms that the parties may agree upon in writing.

Conforme:



Signature over Printed Name of Supplier


REFERENCE OF PRICES : GINA RI ROSA REFERENCE REQUISITION No. : 6/30/2023
RECEIVED ORIGINAL PURCHASE ORDER : GINA RI ROSA DATE : 6/30/2023

BIR PERMIT No.: 050-CBA-031912-000628 DATE ISSUED: 19 Mach 2012 SERIES No.: 40000001 to 4000999

CERTIFICATION

THIS IS TO CERTIFY that this Purchase Order executed pursuant to the provisions of Republic Act (RA) No. 9184 and the 2016 Revised Implementing Rules and Regulations (RIRR) and using the form prescribed by the Government Procurement Policy Board (GPPB), no longer requires referral to the Office of the Government Corporate Counsel (OGCC) for its review and clearance pursuant to **OGCC Memorandum Circular (MC) No. 2023-03-A, Series of 2023.**

Signed this _____ day of _____, 2023 in Makati City.


ISABELO G. GUMARU
Senior Vice President
Legal Services Group
Philippine Guarantee Corporation