
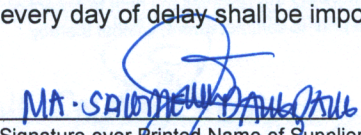
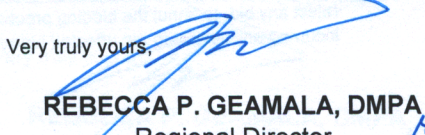


PURCHASE ORDER					
 DSWD Department of Social Welfare and Development		Department of Social Welfare and Development Field Office VII, Cebu City			
Supplier: PHOTOPRO TRADING AND GENERAL MERCHANDISE CO.			PO No. DSWD7-AMP-2021-081		
Address: #15 ISHMAEL, BUSINESS CENTER M.J. CUENCO AVENUE CEBU CITY			Date: 2/19/2021		
Contact No.: 032-253-0308/0942-675-2870			Mode of Procurement: Small Value Procurement		
Contact Person: MA. SALOME DAUGDAUG			TIN: 271-275-226-006		
Gentlemen:					
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:		DSWD Field Office VII, Cebu City		Delivery Term: February 2021 to December 2021	
Date of Delivery:				Payment Term: within 30 days after SI/DR & receipt of billing.	
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	unit	Rental of Photocopying Machine for CY 2021 Specifications: * Minimum copies/machine/month: 20,202 copies (excess) * Touch screen LCD, user friendly with clear and high quality copies * Digital black and white * Minimum of 30 copies/minute * 32mb memory * 600x600 dpi resolution * A3 (11x17) up to A5 (5/12 x 8 1/2) paper size * Laser Copy System * 1 minute warm up time (maximum) * Automatic and manual control * Connectivity: network/USB * Network software application * Ready and applicable for network printing * With free Regular Maintenance Services Terms & Conditions: * Inclusive of parts and consumable, except of paper and electricity * 2% spoilage/test shall be deducted * Waive deposit/advance payment * Free delivery and online installation * Provision of at least one(1) technician to repair the machines on an on-call basis, if necessary * Free training on operational use on the machines * Billing period: Monthly Purpose: For CIS use. (PR Ref. DSWD7-2021-0153)	1	55,110.00 0.248 per copy X 20,202 copies /mo. X 11 mos.	55,110.00 2,460.27 2,460.27
(Total Amount in Words)		Fifty Thousand One Hundred Eighty Nine Pesos & 46/100		Net of tax 50,189.46	
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.					
Conforme:  Signature over Printed Name of Supplier 02/24/21 Date			Very truly yours,  REBECCA P. GEAMALA, DMPA Regional Director		
Funds Available: LOUIE RAY C. VILLARIN, CPA Regional Accountant			ALOBS No. : _____ Amount : _____		