

PURCHASE ORDER

Department of Social Welfare and Development
Field Office VII

cor. MJ Cuenco Ave. & Gen. Maxilom Ave., Cebu City Tel. # 2330261, 2338785 Fax # 4129908, 2321192

Supplier: **INTEGRATED COMPUTER SYSTEM INC.**
Address: General, Maxilom Cebu City
Contact No.: 260-2071
Contact Person: Bernardo c. Oliva

PO No. FO-17-107
Date: 4/10/2017
Mode of Procurement: Small value of procurement
TIN: 000-055-825-003

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

Place of Delivery:		Cebu City		Delivery Term:		14 days upon received po	
Date of Delivery:				Payment Term:		within 30 calendar days after the delivery & receipt of billing.	
Stock No	Unit	Description	Quantity	Unit Cost	Amount		
	lot	PROCUREMENT OF MANAGED SERVICE FOR ICT EQUIPMENT/NETWORK REPAIR AND MAINTENANCE	1	600,000.00	600,000.00		
		COVERAGE:					
		1. Mixed branded computers (220 units), laptop (108 units), printers (121 units), network switches (31 units) and uninterruptible power supplies (220 units)		5%	26,785.71		
		SCOPE OF WORK: Minor network repairs that may include layouting, cabling, node terminating and integration		1%	5,357.14		
		Provision of full hardware diagnostics			Total before tax		
		Handles the parts ordering, installation and configuration			567,857.14		
		Parts replacement includes but not limited to memory modules, hard drives, motherboards, processors and other peripheral devices, softwares with licenses and consumables					
		Provision of data recovery and transfer in case of HDD defects					
		Provision of service units in case of pull-outs of the defective units					
		TERMS AND CONDITIONS:					
		The Contractor shall respond within 2 to 6 hours upon receipt of a written repair request from the office.					
		The Contractor shall make a written assessment and recommendation report on every repair request; subject for approval by the Head of the Agency.					
		The Contractor shall provide the labor and materials necessary for all repairs without additional charges.					
		All repairs and replacement of parts shall be subject to prior approval of the office.					
		The Contractor shall submit the completed service report and billing statement within 2-3 days after completion of every repair request.					
		Payment will be made within 30 days from receipt of the billing statement.					

Workmanship warranty must be at least 3 months.					
PERIOD: March to December 2017					
Purpose: For ICT equipment and network repair and maintenance					
(Ref: PR No.: DSWD7-17-141)					
(Total Amount in Words)	Six hundred thousand 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.				Net of tax	567,857.14
Conforms: BERNARDO C. OLIVA JR. Signature over Printed Name of Supplier		Very truly yours, MA. EVELYN B. MACAPOBRE, CESO III Director IV HERMINIA L. CABANIG OIC Assistant Regional Director for Administration			
Date					
Funds Available:		LOUIE RAY C. VILLARIN, CPA Regional Accountant		ALOBS No. : _____ Amount : _____	

AO 6/15/02
PO No. FO-17-110