

PURCHASE ORDER

University of the Philippines Mindanao
Mintal, Tugbok District, Davao City

Supplier **COPYLANDIA OFFICE SYSTEM CORPORATION**

P.O No. 2016-12-353

Address Bajada, Davao City

Date: 29 December 2016

Tel. No.

Mode of Procurement: Public Bidding

TIN

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein.

Place of delivery: UP Mindanao, Mintal, Davao City

Payment Term:

Stock No	Unit	Description	Qty.	Unit Cost	Amount (Php)
	lot	LOT 4			
	unit	COPIER			
	set	Photocopier: Develop INEO 367 With ADF, 2 Cassette, 1 Bypass Tray	2	145,000.00	290,000.00
	set	Photocopier: Develop INEO 4020 With ADF, 1 Cassette, 1 Bypass Tray Function: Print, Copy, Scan, Fax	3	35,000.00	105,000.00
	set	Photocopier: Develop INEO 4020 With ADF, 1 Cassette, 1 Bypass Tray Function: Print, Copy, Scan	3	35,000.00	105,000.00
	set	Photocopier: High - Speeds: Develop INEO 367 with ADF, 2 Cassette, 1 Bypass	1	145,000.00	145,000.00

All Specifications/incidental services included in the bid submitted by the bidder and/or bid documents issued by UP-Mindanao shall form part of this agreement.

TOTAL : Six Hundred Fourty Five Thousand

645,000.00

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%) for every day of delay shall be imposed.

Very truly yours,

Conforms:

PEACE *PK* *PACHECO*
COPYLANDIA OFFICE SYSTEM CORPORATION
Signature over printed name of supplier

Munoz
SYLVIA B. CONCEPCION, Ph.D.
Chancellor

Fund cluster: *FM*
Fund Available: *6.0 - 2016*

Zenaida
ZENAIDA CALATRAVA, CPA
Chief, Accounting Office

BURS/OBr Number;
Date;
Amount **645,000.00**

10116-122070