

Appendix 01

**PURCHASE ORDER**  
**UNIVERSITY OF THE PHILIPPINES MINDANAO**  
 Mintal, Tugbok District, Davao City

Supplier: **PHILCOPY CORPORATION**  
 Address: No.06 Surveyor St., Doña Vicenta  
 Subd., Bajada, Davao City  
 TIN No 000-169-318-024 Fax No. : 222-2178

P.O. No. **2022-03-0082**  
 Date: Thursday, March 03, 2022  
 Mode of Procurement: public bidding  
 P.R. No. : 2021.0802

Gentlemen:

Please furnish this office the following article(s) subject to the terms and conditions contained herein:

Place of: **UNIVERSITY OF THE PHILIPPINES MINDANAO**  
 Delivery: **Mintal Tugbok District, Davao City**  
 Date of Delivery :

Delivery Term: 45 calendar days  
 Payment Term: 30 days

Stock / Property No.	Unit	Description	Qty	Unit Cost	Amount
		<b>LOT : 6 - LASER COLORED PRINTER</b> KYOCERA COLOR MFP ECOSYS M8124cidn			
	unit	<b>LASER COLORED PRINTER</b> - Functions: Printer, Copier, Scanner - Copier Type: Digital - Max Original Size: A3/Ledger (11.7" x 17") - Printing Technology-Output: Laser - Colored - Office Machine Features: Save to USB Flash Drive, scan to e-mail, scan to folder, scan to network - Display Features: Touch Screen - Max Printing Resolution: Up to 600 x 600 dpi (mono) / up to 600 x 600 dpi(color) - Document Feeder: ADF - Inclusions: Set of Consumable Cartridges Cyan, Magenta, Yellow, Black - Atleast 1 year warranty for accessories, spare parts free of charges, Repair Sevices 2 years	1	126,360.00	126,360.00
		<b>The following documents shall be deemed to form</b> and be read and construed as part of this Agreemen, viz.:			
		a) the Bid Form and the Price Schedule submitted by the Bidder b) the Schedule of Requirements c) the Technical Specifications d) the General Conditions of Contract e) the Special Conditions of Contarcts, and. f) the Entity's Notification of Award.			
One hundred twenty-six thousand three hundred sixty pesos					<b>126,360.00</b>

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:

ALVIN BAUTISTA / JOEY TUTOR  
**PHILCOPY CORPORATION**

(Signature over printed name)

(Date)

03/29/22

Very truly yours:

Prof. LYRE ANNIE MURAO, Ph.D  
 CHANCELLOR

Funds Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_

ZENAIDA G. CALATRAVA, CPA  
 Chief, Accounting Office

ORS/BURS No. : 18422-

Date

Amount: 126,360.00

boylimz100869

CSM-HAWKS

**COA UP - MIN**  
**RECEIVED**  
 DATE: MAR 30 2022  
 TIME: \_\_\_\_\_  
 BY: \_\_\_\_\_

**RECEIVED**  
 3/18/22 11:40  
 OFFICE OF THE VICE CHANCELLOR  
 FOR ADMINISTRATION