

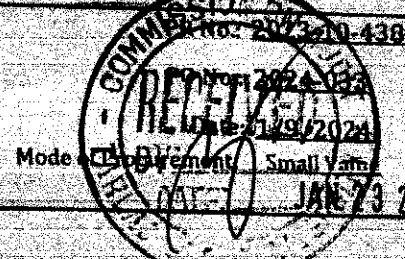
# PURCHASE ORDER

**DELIVERY DUE DATE:** 2/10/24

JAN 23 2024

Procurement Unit  
 Tel No. - 090-096-0142 / 092-0147

**Supplier:** PHILIPPINE DUPLICATORS, INC.  
**Address:** CGC Bldg. KM. 14 West Service Road Edison Ave. Merville, Paranaque City  
**Type of Business:** Merchandising  
**TIN No.:** 000-412-893-000 VAT Reg.  
**Tel No.:** 0915-216-3840 / (02) 8822-2601-00



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

**Place of Delivery:** TARIAC STATE UNIVERSITY  
**Delivery Term:** 30 Calendar Days  
**Date of Delivery:**  
**Payment Term:** N/15

| Item No.                                                  | Unit      | Description                             | Quantity | Unit Cost | Total Cost        |
|-----------------------------------------------------------|-----------|-----------------------------------------|----------|-----------|-------------------|
| 1                                                         | cartridge | INK CARTRIDGE, for copy printer, DX3443 | 30       | 1,115.52  | 33,465.60         |
| 6                                                         | cartridge | TONER CART, MP 2014HS, black            | 1        | 3,700.00  | 3,700.00          |
| 7                                                         | cartridge | TONER COPIER, for MPC2003, black        | 15       | 5,425.00  | 81,375.00         |
| 8                                                         | cartridge | TONER COPIER, for MPC2003, cyan         | 15       | 10,675.00 | 160,125.00        |
| 9                                                         | cartridge | TONER COPIER, for MPC2003, magenta      | 15       | 10,675.00 | 160,125.00        |
| 10                                                        | cartridge | TONER COPIER, for MPC2003, yellow       | 15       | 10,675.00 | 160,125.00        |
| 11                                                        | cartridge | TONER, for MP2014 (842137)              | 7        | 3,700.00  | 25,900.00         |
| 12                                                        | roll      | MASTER ROLL, for copy printer, DX3443   | 10       | 6,083.84  | 60,838.40         |
| 13                                                        | cartridge | TONER COPIER, MP20151L, black           | 12       | 2,710.40  | 32,524.80         |
| *****                                                     |           |                                         |          |           |                   |
| <i>Purpose: Copier Consumables - APP 3rd Quarter 2023</i> |           |                                         |          |           |                   |
|                                                           |           |                                         |          |           | <b>718,178.80</b> |

(Total Amount in Words) Seven Hundred Eighteen Thousand One Hundred Seventy-Eight Pesos and Eighty Centavos Only

Warranty shall be for a period minimum of three (3) months for expendable supplies, or a minimum period of one (1) Year for non-expendable supplies. In case of failure to make 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.

Very truly yours,

DR. GRACE N. ROSETE  
 Vice President for Administration  
 Authorized Official

Conforme:

*[Signature]*  
 01-10-24

**PHILIPPINE DUPLICATORS, INC.**

(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_  
 Bank Account Number: \_\_\_\_\_  
 Bank Name: \_\_\_\_\_  
 Bank Address: \_\_\_\_\_

Funds Available:

*[Signature]*  
**JASPER A. YAUDER, CPA**  
 Budget Officer

**ALOBS No.:** 12-0101-2024-01-003  
**Amount:** ₱718,178.80



# PURCHASE ORDER

DELIVERY DUE DATE: 2/28/24

Procurement Unit

Tel. No.: 045-606-8142/ 606-8157

Supplier : **PHILIPPINE DUPLICATORS, INC.**  
 Address : CCC Bldg. KM. 14 West Service Road Edison Ave. Merville, Parañaque City  
 Type of Business : Merchandising  
 TIN No. : 000-412-893-000 VAT Reg.  
 Tel. No. : 0915-916-3840 / (02) 8822-2601-08

PR No.: 2023-18-438  
 PO No.: 2024-01323 2024  
 Date: 1/9/2024  
 Mode of Procurement: Small Value 2024

Gentlemen:

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

Place of Delivery: **TARLAC STATE UNIVERSITY** Delivery Term: 30 Calendar Days  
 Date of Delivery: \_\_\_\_\_ Payment Term: N/15

| Item No.                                                    | Unit      | Description                                     | Quantity | Unit Cost | Total Cost        |
|-------------------------------------------------------------|-----------|-------------------------------------------------|----------|-----------|-------------------|
| 1                                                           | cartridge | <b>INK CARTRIDGE</b> , for copy printer, DX3443 | 30       | 1,115.52  | 33,465.60         |
| 6                                                           | cartridge | <b>TONER CART</b> , MP 2014HS, black            | 1        | 3,700.00  | 3,700.00          |
| 7                                                           | cartridge | <b>TONER COPIER</b> , for MPC2003, black        | 15       | 5,425.00  | 81,375.00         |
| 8                                                           | cartridge | <b>TONER COPIER</b> , for MPC2003, cyan         | 15       | 10,675.00 | 160,125.00        |
| 9                                                           | cartridge | <b>TONER COPIER</b> , for MPC2003, magenta      | 15       | 10,675.00 | 160,125.00        |
| 10                                                          | cartridge | <b>TONER COPIER</b> , for MPC2003, yellow       | 15       | 10,675.00 | 160,125.00        |
| 11                                                          | cartridge | <b>TONER</b> , for MP2014 (842137)              | 7        | 3,700.00  | 25,900.00         |
| 12                                                          | roll      | <b>MASTER ROLL</b> , for copy printer, DX3443   | 10       | 6,083.84  | 60,838.40         |
| 13                                                          | cartridge | <b>TONER COPIER</b> , MP20151L, black           | 12       | 2,710.40  | 32,524.80         |
| *****<br>Purpose: Copier Consumables - APP 3rd Quarter 2023 |           |                                                 |          |           | <b>718,178.80</b> |

(Total Amount in Words) Seven Hundred Eighteen Thousand One Hundred Seventy-Eight Pesos and Eighty Centavos Only

Waranty Shall be for a period minimum of Three (3) months for expendable supplies, or a minimum period of one (1) Year for non-expendable supplies. In case of failure to make 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

Very truly yours,  
**DR. GRACE N. ROSETE**  
 Vice President for Administration  
 Authorized Official

Conforme:

**PHILIPPINE DUPLICATORS, INC.**  
 (Signature over printed name & date)  
 Bank Account Name: \_\_\_\_\_  
 Bank Account Number: \_\_\_\_\_  
 Bank Name: \_\_\_\_\_  
 Bank Address: \_\_\_\_\_

Funds Available:  
  
**JASPER A. YAUDER, CPA**  
 Budget Officer

ALOBS No. : 02-101101-2024-01-0133  
 Amount: ₱ 718,178.80