

Republic of the Philippines
KALINGA STATE UNIVERSITY
 Tabuk City, Kalinga
PURCHASE ORDER

Supplier : **PHILIPPINE DUPLICATORS, INC.** P.O. No. : **2020-12-0500**
 Address : **PARAÑAQUE CITY** Date : **DECEMBER 1, 2020**
 TIN : **000-412-893-000** Mode of Procurement : **PUBLIC BIDDING**

Requisitioning Unit/Department: **ICT CENTER**

Gentlemen:

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

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	ALL IN ONE COPIER (COPIER, SCANNER, PRINTER) Able to scan and print and photocopy the paper sizes of A3, A4, A5, A6, B4, B6; continous output speed: 27PPM; warp-up time: 19 seconds; copier multiple copying: up to 999 copies; copier zoom: 25% to 400%; copier resolution: 600dpi; printer resolution: 600x600 dpi; network interface: ethernet 1000/100/10 base & IEEE 80211a; Windows/ Unix/Apple Compatible; scanner speed: mono 18ipm color 6ipm; scanner resolution: 600dpimax; file formats: jpeg, tiff, pdf, multiple pdf, compresion: jped, mh, mr, mmm; security features: IPSec compliant; with lifetime free monthly service; with movable table stand that able to carry the weight of the machine, Gestetner Digital Copier, Model MP2701- Single Tray	10	74,500.00	745,000.00
Terms and Conditions:					
<input type="checkbox"/> All equipment and components should be branded (not clone, imitation or assembled) and brand new					
<input type="checkbox"/> Availability of parts in the local market by local distributor					
<input type="checkbox"/> As additional technical requirements, the supplier shall provide design layout and brochure/catalog of the equipment indicating the brand name and model of bid item/s and process of operation (for inventory and accreditation purposes)					
<input type="checkbox"/> Prior to acceptance and payment, the following activities should be conducted:					
PAGE 1 OF 2 GRAND TOTAL					745,000.00

(Total Amount in Words) SEVEN HUNDRED FORTY-FIVE 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 on the undelivered item/s.

Conforme:

Signature over Printed Name of Supplier

Date: _____

Very truly yours,

EDUARDO T. BAGTANG, CPA, DBM
President

Requisitioning Office/Dep't	Fund Cluster : 01-PAT Funds Available	ORS/BURS No. : _____ Date of the ORS/BURS: _____
LORNA C. VALDEZ Administrative Officer V	ARNOLD A. TANDING, CPA, MBA Accountant III	Amount : _____

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Place of Delivery : **KSU-Supply Office, Bulanao Campus** Delivery Term : **FOB DESTINATION**
Date of Delivery : **30 calendar days after the receipt of PO by the supplier** Payment Term :


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		a) The supplier must conduct training or orientation within weeks after installation with 20 copies of training manual to be issued to the University			
		b) Testing and ceiling of the equipment must be conducted with the end-users and TWGs.			
		c) The end-user, in coordination with the Supply and Property Management Office, will rate the performance evaluation of the concerned Supplier thru the External Provider's Evaluation Form and the same must be confirmed by the latter.			
		<input type="checkbox"/> 1- or 3-years warranty of service and device/equipment upon the issuance of Certificate of Completion. All defects shall be reported and rectified by the Supplier or charged to the warranty/retention.			
		<input type="checkbox"/> Under warranty coverage: If unrepairable within 7 days, a free service backup unit (1:1) or service spare part of the same or higher specification must be provided by the supplier until a defective or malfunctioned unit/part is considered repaired/replaced			
		<input type="checkbox"/> Monday to Friday, office hours technical support and service (after-sales requirement)			
		<input type="checkbox"/> Capable of providing technical service/assistance within 24 hours or next business day on-site (NBDOS) service warranty (after-sales requirement)			
		X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X			

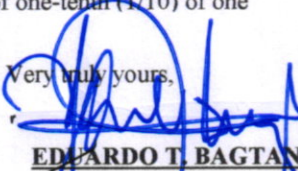
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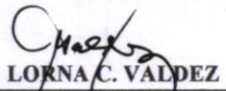
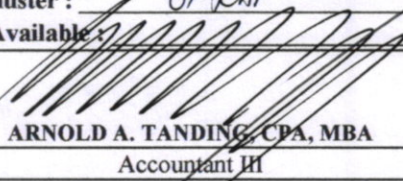
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Date: _____


Very truly yours,
EDGARDO T. BAGTANG, CPA, DBM
President

Requisitioning Office/Dep't	Fund Cluster : 01-RAT Funds Available :	ORS/BURS No. : _____ Date of the ORS/BURS: _____
 LORNA C. VALDEZ Administrative Officer V	 ARNOLD A. TANDING, CPA, MBA Accountant III	Amount : _____