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By: *[Signature]* Time: 5:00 PM  
Administrative Management Bureau

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**REPUBLIC OF THE PHILIPPINES**  
**Senate**

**MEMORANDUM**

**FOR** : **DIR. MARIO ANTONIO R. SULIT**  
DIR III, EDP-MIS (Systems Group)

**THROUGH** : **DIR. JOCELYN A. YUZON** *[Signature]*  
Bureau Director, Administrative Management Bureau

**FROM** : **PROPERTY & PROCUREMENT SERVICE**

**SUBJECT** : **REQUEST TO POST APPROVED PURCHASE / JOB ORDERS  
ON THE SENATE WEBSITE**

**DATE** : **1 FEBRUARY 2024**

In compliance with Republic Act No. 9184 or the Government Procurement Reform Act, we are respectfully requesting your good office to post the following approved Purchase / Job Orders to the Senate website with the details below:

NO.	NAME OF SUPPLIER	PURCHASE/ JOB ORDER	NUMBER	AMOUNT
1	COLUMBIA TECHNOLOGIES, INC.	PO	23-12-387	49,790.00

Thank you.

*[Signature]*  
 75P  
 SA  
**ATTY. NORMA G. DOMAOAL-GULFAN**  
 Service Chief

*[Signature]*  
/rmqunanan

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
 Entity Name

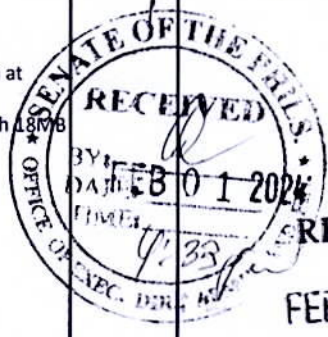
Supplier :	<b>COLUMBIA TECHNOLOGIES, INC.</b>	P.O. No. :	<b>PO-23-12-387</b>
Address :	1136-1146 Nakpil St., Malate II, Manila	Date :	18-December-2023
Tel No. :	5240393/5240394 / 4004729/4004730	Mode of Procurement:	SHOPPING
TIN :	002-839-013-000	Reference P.R. No. :	<b>PR-23-10-933</b> OS-VILLAR CYNTHIA
		AB No. :	<b>AB-23-11-098</b>

Attention : Berlin R. Mendoza Jr.  
 Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

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

Place of Delivery :	Rm. 401 Property and Procurement Service <b>SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY</b>	Delivery Term :	7-10 Working Days
Date of Delivery :		Payment Term :	Government Terms
		Warranty :	Three (3) Years

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	SET	<b>COMPUTER, DESKTOP</b> Specifications per PR: ·Desktop must be one of the top five brands in terms of worldwide Total PC shipments per IDC worldwide PC tracker in at least one of the last year to current year quarter reports ·At least 12th generation 6-cores 12-threads processor with 18MB cache ·At least 16GB DDR4 memory ·At least 512GB SSD ·At least 21.5 display monitor ·Gigabit Ethernet port ·USB type A ports ·HDMI port ·keyboard and mouse ·Latest Professional proprietary operating system (OS) compatible with Senate Domain Network ·Three (3) years warranty  Offer: Acer Veriton X4710G Nothing Follows	1	49,790.00	49,790.00



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By: \_\_\_\_\_ Time: 2:00 PM  
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 Property and Procurement Service

Page 1 of 1 **Grand Total: P49,790.00**

(Total amount in words) **Forty-Nine Thousand Seven Hundred Ninety 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: \_\_\_\_\_ Very truly yours: Renato B. Chua  
**RENATO B. CHUA**  
**OFFICER-IN-CHARGE**  
**ADMINISTRATIVE AND FINANCIAL SERVICES**  
 Date: \_\_\_\_\_

Fund Cluster:		ORS/BURS No. :	<u>20-2023-12-10918</u>
Funds Available:	<b>JUDITH C. REBULAN</b> Director III, Legislative Accounting Service	Date of the ORS/BURS:	<u>12/19</u>
	Signature over Printer Name of Chief Accountant	Amount :	<u>49,790.00</u>

NOTE: The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: NOTE: PO TYPEWRITTEN BY PPS PER APPROVED ABSTRACT OF BIDS NO. AB-23-11-098 OPENED ON 11/12/2023 AND PER BAC ADVISORY RE AWARD DTD 12/14/2023

rtg/ra  
 12/16/2023 / 2:25:54PM