



PURCHASE ORDER
SENATE OF THE PHILIPPINES
 Entity Name

Supplier : PHILCOPY CORPORATION	P.O. No. : PO-24-02-007
Address : 793 JP Rizal Ave. Poblacion, Makati City	Date : 28-February-2024
Tel No. : 8899-8625 / 02-8899-8625	Mode of Procurement: DIRECT CONTRACTING
TIN : 000-169-318-000	Reference P.R. No. : PR-24-02-055 STSRO
	AB No. :

Attention : **MARIA JESUSITA P. SANTOS**
 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 : SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY	Delivery Term : Seven (7) Working Days
Date of Delivery :	Payment Term : Government Terms
	Warranty : --

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	TONER CARTRIDGE, BLACK, TK-5275K for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	10,475.00	20,950.00
2	PIECE	TONER CARTRIDGE, YELLOW, TK-5275Y for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
3	PIECE	TONER CARTRIDGE, MAGENTA, TK-5275M for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
4	PIECE	TONER CARTRIDGE, CYAN, TK-5275C for Kyocera Ecosys Color laser Printer, Ecosys P6230cdn	2	11,025.00	22,050.00
		----- Nothing Follows -----			

RECEIVED
 MAR 04 2024
 By: *[Signature]* Time: 11:14 AM
 Administrative Management Bureau

200-2024-02-01212
 02-29-2024

LEGISLATIVE ACCOUNTING SERVICE
 RECEIVED
 FEB 29 2024
 TIME: 5:00 PM

Page 1 of 1 **Grand Total: P87,100.00**

(Total amount in words) **Eighty-Seven Thousand One Hundred 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: _____

Signature over Printed Name of Supplier: _____ **ATTY. RENATO N. BANTUG JR.**
 SENATE SECRETARY

Date: _____

Fund Cluster: _____
 Funds Available: **JUDITH C. JEBULAN**
 Director III, Legislative Accounting Service

Signature over Printer Name of Chief Accountant: _____
 Amount: _____

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 ABS (M.A.) OF BIDS NO. () OPENED (M.A.) AND PER BAC ADVISORY RE AWARD DTD ()

rigarcia
 2/28/2024 / 2:21:25PM

RECEIVED
 MAR 05 2024
 By: **RACA** Time: 8:30 AM
 Property and Procurement Services

RECEIVED
 MAR 04 2024
 BY: _____ TIME: 1:40 PM
 OFFICE OF THE DEPUTY SECRETARY
 ADMINISTRATIVE AND FINANCIAL SERVICES