

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

Supplier : <b>XEFAR ENTERPRISES</b>	P.O. No. : <b>PO-23-04-051</b>
Address : <b>MAKATI CITY</b>	Date : <b>18-April-2023</b>
Tel No. : <b>804-3431 / 804-3431</b>	Mode of Procurement: <b>SHOPPING</b>
TIN : <b>248-577-919-000</b>	Reference P.R. No. : <b>PR-23-02-167</b>
	<b>OS-TOLENTINO</b>
	AB No. : <b>AB-23-03-014</b>

Attention : **EDGAR D. MIRANDA**  
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 : <b>Rm. 401 Property and Procurement Service SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY</b>	Delivery Term : <b>3-15 days</b>
Date of Delivery : _____	Payment Term : <b>Government Terms</b>
	Warranty : _____

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	INK CARTRIDGE, HP 62 , Tri-color, Original	15	1,500.00	22,500.00
2	PIECE	INK CARTRIDGE, CANON CLI-36, COLOR, ORIGINAL, For Canon Pixma IP110 Mobile Printer	10	1,150.00	11,500.00
Nothing Follows					

  

**RECEIVED**  
PROCUREMENT SECTION, PPS  
Date: **04 MAY 2023**  
BY: **[Signature]** TIME: **8:30AM**  
**MAY 03 2023**  
By: **[Signature]** Time: **2:01**  
Administrative Management Bureau

**DMS 200-2023-05-2937 P34,000.00**  
**MAY 2 2023**

**SENATE OF THE PHILIPPINES RECEIVED**  
**MAY 04 2023**  
BY: **[Signature]** TIME: **7:40 PM**  
OFFICE OF THE DEPUTY SECRETARY  
ADMINISTRATIVE AND FINANCIAL SERVICES

**LEGISLATIVE ACCOUNTING SERVICE**  
**RECEIVED**  
**MAY 02 2023**  
BY: **[Signature]** TIME: **3:10 PM**

Page 1 of 1 **Grand Total: P34,000.00**

(Total amount in words) **Thirty-Four 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: \_\_\_\_\_ Very truly yours: **[Signature]**  
Signature over Printed Name of Supplier **ATTY. ARNEL JOSE S. BAÑAS**  
Date \_\_\_\_\_ **DEPUTY SECRETARY, ADMINISTRATIVE AND FINANCIAL SERVICES** **May 2023**

Fund Cluster: \_\_\_\_\_  
Funds Available: **JUDITH C. JEBULAN**  
Director III, Legislative Accounting Service  
Signature over Printer Name of Chief Accountant **[Signature]**  
ORs/BURS No. : \_\_\_\_\_  
Date of the ORs/BURS: \_\_\_\_\_  
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 ABSTRACT OF BIDS NO. (AB-23-03-014) OPENED ON 3/14/2023 AND PER BAC ADVISORY RE AWARD DTD 4/17/2023

**[Signature]**  
4/18/2023 / 4:29:03PM

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