

no omnibus

Purchase Request Number : 20-3391  
 Purchase Request Date : September 23, 2020  
 PPMP Code : AUDIT20-025

Republic of the Philippines  
 City Government of Cagayan de Oro  
 BIDS AND AWARDS COMMITTEE (BAC) - GOODS  
 City Hall, Cagayan de Oro City

**PURCHASE ORDER**

Supplier : <b>GLOBAL COPIER TRADING</b> Address : 50 Matilde F. Neri st., Carmen CDO E-mail Address : _____ Telephone No. : _____ TIN : _____	P.O. No. : <b>0173</b> Date : <b>JAN 15 2021</b> Mode of Procurement : <b>SHOPPING 52.1 OF THE 2016 RIRR OF RA 9184</b>
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Gentlemen:

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

Place of Delivery : CITY AUDITOR'S OFFICE via CGSO for inspection  
 Delivery Term : SEVEN (7) CALENDAR DAYS  
 Date of Delivery : \_\_\_\_\_  
 Payment Term : \_\_\_\_\_

ITEM NO.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	cart.	Toner Cartridge MC363 Black	4	4,200.00	P16,800.00
2	cart.	Toner Cartridge MC363 Cyan	3	4,200.00	12,600.00
3	cart.	Toner Cartridge MC363 Yellow	3	4,200.00	12,600.00
4	cart.	Toner Cartridge MC363 Magenta	3	4,200.00	12,600.00
* Brand: PRISTINE MC363 Note: FREE use of printer x-x-x-x For the use of the Office of the City Auditor					<b>P54,600.00</b>

(Total Amount in Words) Fifty Four Thousand Six 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 (1) percent for every day of delay shall be imposed.

Very truly yours,

By Authority of the BAC:

Atty. PERCY G. SALAZAR  
 BAC Chairperson

APPROVED:

OSCAR S. MORENO  
 City Mayor

Conforme:

*Sealing*  
*Bill Lacing*

Signature over Printed Name of Supplier

1-20-21  
 Date

By Authority of the City Mayor

TEODORO A. SABUGA Jr.  
 Acting City Administrator  
 OIC, City Social Welfare & Development Office  
 Concurrent Capacity

Note : This serves as Notice of Award and Contract once Confirmed within Ten (10) Days, by the Supplier.