



PURCHASE ORDER

Procurement Unit

Telephone No.: 045-606-8142/606-8157

DELIVERY DUE DATE: 07/17/2020

Supplier: **PHILIPPINE DUPLICATORS, INC.**

Address: Brgy. Merville, Parañaque City

TIN#: 000-412-839-000 VAT Reg.

Tel. No.: (072) 242-4367

Contact Person: Annie V. Vallejos

PR No.: 2020-02-041

PO No.: 2020-178

Date: 6/4/2020

Mode of Procurement: Small Value

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

Place of Delivery: **TARLAC STATE UNIVERSITY**

Delivery Term: 30 Calendar Days

Date of Delivery: _____

Payment Term: N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	unit	DIGITAL DUPLICATOR General: DD3344 w/ Platen Cover Configuration: Desktop Print Speed: 80-130 sheets per minute Dimensions (W x D H): Set-up (platen): 1,244 x 681 x 670mm Set-up (ARDF): 1,244 x 681 x 745mm Weight: 69kg Power Source: 220-240 V, 50/60 Hz Duty Cycle: 300,000 prints per month Original Type: Sheet, Book Original Size: Exposure Glass Cover: 297 x 432mm ARDF: 297 x 432mm Image Position: Vertical: +/- 10mm Horizontal: +/- 10mm Reproduction Ratio: 141%, 122%, 115%, 100%, 93%, 87%, 82%, 71% Enhanced Features: Combine, Shift/erase/margin adjustment (Margin Adjustment, Erase Border), Colour printing (By replacing colour drum) Image Modes: Letter, Photo, Letter/photo auto separation, Pencil, Tint Printing Area: A4 drum (DD 3324): 210 x 288mm B4 drum (DD 3344): 250 x 355 mm ***** Purpose: for PPMP 2020	1	287,534.38	287,534.38

(Total Amount in Words) Two Hundred Eighty Seven Thousand Five Hundred Thirty Four Pesos and 38/100 Only

Warranty shall be for a period minimum of three (3) months for expendable supplies, or a minimum period of one (1) year for non-expendable supplies. In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for each day of delay shall be imposed.

Very truly yours,

DR. GLENARD T. MADRAGA

VP, Admin. & Finance

Authorized Official

Conforme:

DANTE A. BUTAC
06-17-2020

PHILIPPINE DUPLICATORS, INC.

(Signature over printed name & date)

Bank Account Name: _____

Bank Account Number: _____

Bank Name: _____

Bank Address: _____

Funds Available:

ELENA MAY T. TEOFILIO
OIC, Budget Office

ALOBS No. :

Amount :

No.: TSU-PRO-SF-09

Revision No. 2

Effectivity Date : October 25, 2019

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*posted
6/24/20*

