

**PURCHASE ORDER**  
 Republic of the Philippines  
**PROVINCE OF PAMPANGA**  
 City of San Fernando

Funding Source: General Fund

OBR NO: 101-23-12-4326-H etc. OBR DATE: 12/6/2023

Supplier: **Philippine Duplicators, Inc.**

P.O. N.o.  
Date:

24 - 0284

Address: **Km 14 West Service Road, Edison Ave., Parañaque City  
0922-8627630**

Mode of Procurement  
PR No.

FEB 23 2024  
**Small Value Procurement**  
 23-4894 dated 12/4/2023

Gentlemen:

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

Place of Delivery: **GSO**

Delivery Term: **W/in 10 days upon receipt of NOA/PO**

Date of Delivery:

Payment Term:

Item No.	Quantity	Unit	Description	Unit Cost	Amount
<b>Consolidated toner &amp; ink supplies for district hospitals for three (3) months</b>					
1	14	roll	Copy Printer Master DX 2430M	Php 1,960.00	Php 27,440.00
2	105	crg.	Copy Printer Ink DX2430M	1,080.24	113,425.20
3	4	crg.	Toner MP2014D/MP2014H	3,700.00	14,800.00
4	6	crg.	Toner, MP2701	3,700.00	22,200.00
			*Ink expiration date must be at least eighteen (18) months from the date of delivery.		
			*The procuring entity reserves the right to conduct product testing/inspection to determine the fitness of the items offered by the supplier.		
			*Replacement of defective item/s w/in 24 hours upon notification by the end-user.		

Total                      Php                      177,865.20

(Total amount in words)      **One Hundred Seventy Seven Thousand Eight Hundred Sixty Five Pesos And Twenty Centavos Only**

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent of every day of delay shall be imposed.

Confirmer:

**Philippine Duplicators, Inc.**

(Signature over printed name)

02-26-2024

(Date)

Very truly yours,

**ATTY. CHARLIE G. CHUA**  
 Provincial Administrator  
 Designated HOPE

(Authorized Official)

2/23



Republic of the Philippines  
**PROVINCE OF PAMPANGA**  
**OFFICE OF THE GOVERNOR**  
 Provincial Capitol, City of San Fernando, Pampanga  
 Tel. No. (045) 435-2577



**NOTICE OF AWARD**

February 23, 2024

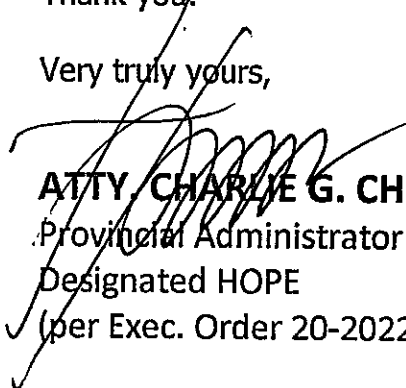
**Philippine Duplicators, Inc.**  
 KM 14 West Service Road, Edison Ave.,  
 Merville, Parañaque City

SIR/MADAME:

We are pleased to inform you that the contract for Purchase Request No. 23-4894 for 14 roll Copy Printer Master DX 2430M, etc. – Consolidated toner & ink supplies for district hospitals for three (3) months (PHO) is hereby awarded to you in the amount of Php177,865.20.

Thank you.

Very truly yours,

  
**ATTY. CHARLIE G. CHUA**  
 Provincial Administrator  
 Designated HOPE  
 (per Exec. Order 20-2022)

PROOF OF RECEIPT:

Signature over printed name: ANTHONY R. GARCIA  
 Designation: \_\_\_\_\_  
 Date: 02-26-2024

**PROVINCE OF PAMPANGA**

City of San Fernando

Funding Source: General Fund

OBR NO: 101-23-12-4326-H etc. OBR DATE: 12/6/2023

Supplier: <b>Philippine Duplicators, Inc.</b>	P.O. N.o. <b>24 - 0284</b>
Address: <b>Km 14 West Service Road, Edison Ave., Parañaque City</b> <b>0922-8627630</b>	Date: <b>FEB 23 2024</b> Mode of Procurement <b>Small Value Procurement</b> PR No. <b>23-4894 dated 12/4/2023</b>

Gentlemen:

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

Place of Delivery: <b>GSO</b>	Delivery Term: <b>W/in 10 days upon receipt of NOA/PO</b>
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Date of Delivery:	Payment Term:
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Item No.	Quantity	Unit	Description	Unit Cost	Amount
<b>Consolidated toner &amp; ink supplies for district hospitals for three (3) months</b>					
1	14	roll	Copy Printer Master DX 2430M	Php 1,960.00	Php 27,440.00
2	105	crg.	Copy Printer Ink DX2430M	1,080.24	113,425.20
3	4	crg.	Toner MP2014D/MP2014H	3,700.00	14,800.00
4	6	crg.	Toner, MP2701	3,700.00	22,200.00
			*Ink expiration date must be at least eighteen (18) months from the date of delivery.		
			*The procuring entity reserves the right to conduct product testing/inspection to determine the fitness of the items offered by the supplier.		
			*Replacement of defective item/s w/in 24 hours upon notification by the end-user.		
				<b>Total</b>	<b>Php 177,865.20</b>

(Total amount in words) **One Hundred Seventy Seven Thousand Eight Hundred Sixty Five Pesos And Twenty Centavos Only**

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent of every day of delay shall be imposed.

Very truly yours,

Conforme:

**ATTY. CHARLIE G. CHUA**  
Provincial Administrator  
Designated HOPE

**Philippine Duplicators, Inc.**

(Authorized Official)

(Signature over printed name)

(Date)

**Bids and Awards Committee**

Provincial Capitol, City of San Fernando, (P) / (045) 435-5901

DEC 22 2023

RFQ No. **231133**

P.R. No. / Date / End User / Purpose:

**(23-4894 12/4/2023 PHO Consolidated Toner And Ink Supplies for District Hospitals for Three (3) months)**

**REQUEST FOR QUOTATION**

Small Value Procurement

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel. No.: \_\_\_\_\_

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than **9:00 am DEC 22 2023**

APPROVED BUDGET FOR  
 THE CONTRACT (ABC):  
**PhP 177,865.20**

**FRANCIS V. MASLOG**  
 VICE-CHAIRPERSON  
 Bids and Awards Committee

**TERMS AND CONDITIONS**

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number, and Income/BIR Tax Return (for ABCs above P500,000.00) upon submission of quotation. In lieu of the Mayor's Permit and PhilGEPS Registration Number, the PhilGEPS Certificate of Platinum Membership may be submitted. For new businesses, submit the BIR Certificate of Registration and latest quarterly return or percentage tax..
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	14	roll	Copy Printer Master DX2430M		
2	105	crg	Copy Printer Ink DX2430M		
3	4	crg	TONER, MP2014D/MP2014H		
4	6	crg	TONER, MP2701		
			TERMS OF REFERENCE: 1. Ink expiration date must be at least 18 months from the date of the delivery. 2. The procuring entity reserves the right to conduct product testing/inspection to determine the fitness of the Items being offered by prospective suppliers.		
			AFTER SALES SERVICE: 1. Replacement of defective item/s within 24 hours upon notification by the end user.		
			SCHEDULE OF REQUIREMENT: 1. Delivery within ten (10) days upon receipt of PO/NOA		

**Total Lot Price**

Note: The winning supplier shall submit a duly signed and notarized Omnibus Sworn Statement prior to notice of award.

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

\_\_\_\_\_  
Supplier's authorized representative signature over printed name  
Designation: \_\_\_\_\_  
Contact No.: \_\_\_\_\_  
Email Address.: \_\_\_\_\_

\_\_\_\_\_  
BAC CANVASSER

May