



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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PURCHASE ORDER

SUPPLIER: E-COPY CORPORATION
ADDRESS: G/f 65 Sen. Gil Puyat Avenue, Palanan, Makati City

P.O. No.: 2024-03-55
DATE: Mar. 18, 2024

TIN:

MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: Date of Delivery:		ATI, Diliman, Quezon City		Delivery Terms: 30 WORKING DAYS	
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	unit	SUPPLY AND DELIVERY OF HEAVY DUTY COPIER MACHINE WITH 4 TRAYS FOR DO, ACCOUNTING, HRMO AND PPD Heavy Duty Photocopier Machine - 4 Trays Full Color A3 Colored Copy, Network Scanning & Fax Option with Standard Document Feeder and Low Cost of Consumables with warranty of 1 year on parts or 120,000 copies whichever comes first, with free table pedestal <i>Technical Specification:</i> Copy & Print Speed: 25 pm/cm Scan Speed: Max. 37 images/originals per minute Paper Size: Min. A5, Short, Legal, Max. A3W (11" x 17") Paper Capacity: Standard - 350-sheets (250 sheets 100 sheets Maximum: 1850-sheets (350-sheets & OPTIONAL 3x500-sheet tray) Document Feeder: Standard 100-sheets Reversing Automatic Document Feeder (Back-to-back copying) Electronic Sorting and Network Printing Capable Memory Capacity: 2GB Warm up Time: 29 seconds Electronic Sorting Built-in Full Color Network Printer & Scanner Direct Printing & Scanning with USB Drive Can Connect to Wi-Fi and LAN Connections Control Panel Display: 4-inch-5-line LCD Resolution: 600x600 dpi Continuous Copy: Max. 999 copies Direct USB printing and scanning Automatic Paper Setting Screen Eco Scan Functions (to save energy) LED Lamp Status, Rectangular keyboard (upgradable), ID card shot - Enables to copy both sides of the ID, Rotation Sort, Built-in Document Management Software for Archiving. One (1) Year Warranty on Parts and Service or 120,000 copies whichever is comes first With free table pedestal Suppliers Requirement: With Certificate of Exclusive Distributorship - Exclusivity and capable to provide genuine spare parts, consumables and after sales/warranty service support	4	₱ 209,000.00	₱ 836,000.00
		Purpose: Heavy-duty repair machine for official use of DO, Accounting Office, HRMO and PPD			
TOTAL AMOUNT IN WORDS:				₱	836,000.00
		EIGHT HUNDRED THIRTY-SIX 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 (1%) for everyday of delay shall be imposed.					
CONFORME:  RONALDO FABUNA - E-COM Corp. Signature Over Printed Name of Supplier APRIL 5, 2024 Date Very truly yours,  REMELYN R. RECTO, MNSA, CESO III DIRECTOR IV					
FUNDS AVAILABLE:		 GILLIAN L. SALUIB OIC-CHIEF ACCOUNTANT		OR/BUR No.: DOA (64)-2024-03-376 Amount: ₱ 836,000.00	

RECEIVED BY: 
DATE: **4/12/2024**
TIME: **3:32pm**

REGIONAL OFFICE

RAC Secretariat Office
APR 04 2024
FILE **940**
DO