



**PURCHASE ORDER**  
**Municipal Government of Santa Fe, Romblon**  
**LGU**

<b>Supplier :</b> <u>ZY TRADING</u>		<b>P.O. No. :</b> <u>2022-08-0095 (Lot 1 - MPDC)</u>			
<b>Address :</b> <u>Alcantara, Romblon</u>		<b>Date :</b> <u>August 12, 2022</u>			
<b>TIN :</b> _____		<b>Mode of Procurement :</b> <u>Public Bidding</u>			
<b>Gentlemen:</b>		<b>PR No./s :</b> <u>2022-06-0128/June 17, 2022</u>			
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
<b>Place of Delivery :</b> <u>Municipal Hall-Poblacion, Santa Fe, Romblon</u>			<b>Delivery Term :</b> <u>Deliver at the Municipal Hall</u>		
<b>Date of Delivery :</b> <u>Within 30 Working Days upon the receipt of NTP</u>			<b>Payment Term :</b> <u>Check</u>		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2022-05-020-0033-1041	unit	<b>COMPUTER PRINTER</b>  <b>Specifications and features:</b> <ul style="list-style-type: none"> <li>➤ Refillable Ink Tank Wireless All-in-One Printer with Fax for High Volume Printing</li> <li>➤ Print-Scan-Copy and Fax Function</li> <li>➤ Max Printing Resolution: 4800 horizontal x 1200 vertical dpi</li> <li>➤ Print Speed: approx. 5.0ipm Legal</li> <li>➤ Scanner type: Flatbed</li> <li>➤ Scanning method: Contact Image Sensor</li> <li>➤ Optical Resolution: 600 x 1200dpi</li> <li>➤ Copy speed: Approx. 24 seconds</li> <li>➤ Fax type: Desktop transceiver (Super G3 / Colour Communication)</li> <li>➤ Network Protocol: TCP / IP</li> <li>➤ Operational Panel Display: Full Dot</li> <li>➤ Interphase: USB 2.0 Hi-speed</li> <li>➤ Paper output tray: A4, Letter - 50 Legal - 10</li> </ul>	1	16,560.00	16,560.00
<b>(TOTAL Amount in Words):</b> <b>SIXTEEN THOUSAND FIVE HUNDRED SIXTY PESOS</b>					<b>16,560.00</b>
<p>Conforme:</p> <div style="text-align: center;">   <b>ZY TRADING</b>            Signature over Printed Name of Supplier  <u>8/15/2022</u> </div>		<p>Very truly yours,</p> <div style="text-align: center;">   <b>ELSIE D. VISCA</b>            Signature over Printed Name of Authorized Official            Municipal Mayor            Designation         </div>			
(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)					
Approved per Sanggunian Resolution No.: _____					
<p>Certified Correct:</p> <p style="text-align: center;">N/A</p> <p style="text-align: center;">Secretary to the Sanggunian</p>		<p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>			