

PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier: S.I.G.E. TRADING		P.O. No. : 2022-12-0171 (Lot 1)			
Address : Guinbirayan, Santa Fe, Romblon		Date : December 29, 2022			
TIN :		Mode of Procurement : Public Bidding			
Gentlemen:		PR No./s : 2022-11-0173			
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : Municipal Hall-Poblacion, Santa Fe, Romblon				Delivery Term : Municipal Hall	
Date of Delivery : Within 30 Calendar Days Upon the Receipt of NTP				Payment Term : Check	
Property No.	Unit	Description	Quantity	Unit Cost	Amount
2022-05-020-0095-7611	pc	PHOTOCOPIER/PHOTOCOPYING MACHINE	1	80,000.00	80,000.00
		General:			
		➤ Warm up time: 31 seconds			
		➤ First Output Speed: 8.8 seconds			
		➤ Continuous output speed: 20 pages per minute			
		➤ Memory: Standard 256 MB			
		➤ Dimensions (WxDxH): 587x581x461 mm (MP 2014D)			
		➤ Weight: 28.5/28kg			
		➤ Power Source: 220, 240 V, 50/60 Hz			
		Option:			
		➤ Copying Process: Laser beam scanning & electro photographic printing			
		➤ Multiple copying: Up to 99 copies			
		➤ Resolution: Up to 600dpi			
		➤ Zoom: From 50% to 200%			
		PRINTER:			
		➤ Printer Language: Standard GDI			
		➤ Resolution: 600dpi			
		➤ Interface: Standard USB 2.0			
		➤ Option Ethernet 10 base - T/100 base - TX (DDST Unit)			
		➤ Network Protocol: TCP/IP v4			
		➤ Windows environments: Windows Vista, Windows 7, Windows 8/8.1, Windows Server 2003, Windows Server 2003R2, Windows Server 2008, Windows Server 2008R2, Windows Server 2012R2			
		➤ UNIX environments: OPEN SUSE (KDE & Gnome) v12.1			
		➤ Ubuntu (Unity): v12.04, RedHat, v6.0, Boss: v5			
		SCANNER:			
		➤ Scanning Speed: Colour: Maximum 6 original per minute			
		➤ B/W Maximum 15 originals per minute			
		➤ Resolution: Up to 600dpi			
		➤ Bundled drivers: TWAIN, SANE, Network TWAIN (Option)			
		➤ Interface: Standard USB 2.0			
		➤ Option: Ethernet 10-Base-T/100 base - TX (DDST Unit)			
		➤ File Format: TIFF, JPEG, PDF			
		➤ Scan to: Email / Folder (Option)			
		PAPER HANDLING			
		➤ Recommended paper size: Standard paper tray (s): A3, A4, A5			
		➤ Bypass tray: A3,A4,A5,A6			
		➤ Paper input capacity: Standard: 350 sheets			

Property No.	Unit	Description	Quantity	Unit Cost	Amount
		➤ Maximum: 1,350 sheets			
		➤ Paper output capacity: Standard: 250 sheets			
		➤ Paper weight: Standard paper tray (s): 52 - 105g/m2			
		➤ Bypass tray: 52-216 g/m2			
		➤ Duplex: 64 - 105 g/m2			
2022-05-020-0096-7611	pc	BATTERY BACK -UPS	1	4,500.00	4,500.00
		➤ (4) Universal receptacle (Battery back up) with 600 watts/1.0kVA			
		➤ Lead-acid battery with cord length of 1.2 meters			
		➤ Output Frequency of 50/60Hz + /-1 Hz Unsynchronized and 600 watts/1.0 kVA and Cord length of 1.2 meters			
		➤ 8 hrs. typical recharge time			
		➤ Black / Maximum Height 93 mm, 9.25 cm / Maximum width 161 mm, 16.05 cm / Maximum Depth 305 mm, 30.5 cm /			

(Total Amount in Words): **EIGHTY FOUR THOUSAND FIVE HUNDRED PESOS**

84,500.00

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

Conforme:

Very truly yours,


S.I.G.E. TRADING
Signature over Printed Name of Supplier
19/29/2022
Date


ELSIE D. VISCA
Signature over Printed Name of
Municipal Mayor
Designation

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: _____

Certified Correct:

N/A
Secretary to the Sanggunian

Date