



PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier: S.I.G.E. TRADING		P.O. No. : 2022-12-0171 (Lot 2)			
Address : Guinbirayan, Santa Fe, Romblon		Date : December 29, 2022			
TIN :		Mode of Procurement : Public Bidding			
Gentlemen:		PR No./s : 2022-11-0174			
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
2022-05-020-0097-1021	unt	ALL-IN-ONE PRINTER WITH DIGITAL COPIER	1	65,000.00	65,000.00
		Specification:			
		➤ Copier-Printer-Scanner-Fax			
		➤ Heavy Duty Colored laser Printer			
		➤ Colour LED Multi-Functional Center with Wireless & Automatic 2 side Colour print			
		➤ Dual CIS ADF			
		➤ Network and WIFI ready			
		➤ Wifi Direct			
		➤ Auto back to back printing			
		➤ Direct USB Flash drive print/scan			
		Inclusion:			
		➤ 2 years warranty			
		➤ Manual and Demo			
(Total Amount in Words): SIXTY FIVE THOUSAND PESOS					65,000.00
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 Date <u>12/29/2022</u>			 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		