



PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : <u>S.I.G.E. TRADING</u> Address : <u>Guinbirayan, Santa Fe, Romblon</u>		P.O. No. : <u>2023-09-0111 (Lot 5)</u> Date : <u>September 13, 2023</u> Mode of Procurement : <u>Public Bidding</u> PR No./s : <u>2023-07-0158</u>			
TIN : _____		Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:			
Place of Delivery : <u>Municipal Hall - Poblacion, Santa Fe, Romblon</u>		Delivery Term : <u>Municipal Hall</u>			
Date of Delivery : <u>Within 30 Working Days Upon the Receipt of NTP</u>		Payment Term : <u>Check</u>			
Property No.	Unit	Description	Quantity	Unit Cost	Amount
2023-07-010-0038-8711	unit	INK TANK PRINTER <ul style="list-style-type: none"> ➤ A3 refill ink tank multi-function centre with wireless & ethernet connectivity, ADF – scan/copy/fax ➤ Professionally designed for fast print speeds, low cost high resolution photo quality with ultra high yield ink bottles, wi fi direct, mobile & USB print ➤ Functions: print, scan, copy, fax ➤ Printer type: inkjet printer ➤ Print speed: up to 22/20 ipm (mono/colour) ➤ Paper type: plain, inkjet, glossy (cast/resin), recycled ➤ Paper capacity: up to 250 sheets (80gsm) RESOLUTION: <ul style="list-style-type: none"> ➤ Print: Max. 1200x4800dpi ➤ Scan: max.600x600dpi (FB); Max 300x600dpi (ADF) ➤ Automatic 2-sided colour print ➤ Wired, wireless and mobile printing ➤ Connectivity: LAN, wireless LAN, USB 2.0 ➤ Paper size: A4, letter, executive, B5, A3, ledger, B4, legal, folio, A6, B6, A6, Photo-4"x6", Indexcard-5"x8", Photo-3.5"x5", Photo-5"x7", C5 Envelope, Com-10 envelope, DL Envelope, Monarch Envelope, Mexico Legal, India Legal 	1	45,800.00	45,800.00
2023-07-010-0039-8711	unit	UNINTERRUPTIBLE POWER SUPPLY (UPS) BATTERY BACKUP <ul style="list-style-type: none"> ➤ AVR universal outlet, 230V ➤ Power capacity: 450W/600VA ➤ 4 universal battery backup outlets ➤ 1.5m cord length 	1	4,000.00	4,000.00
(Total Amount in Words):		FORTY NINE THOUSAND EIGHT HUNDRED PESOS			49,800.00
(GRAND TOTAL Amount in Words):		TWO HUNDRED FOURTEEN THOUSAND EIGHT HUNDRED PESOS			214,800.00
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		 ELSIE D. VISCA Signature over Printed Name of Authorized Official Municipal Mayor Designation			
Date _____		Date _____			
(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 _____			