

P.O. No. : **C.F. 23-02-0037**  
 Date : **February 27, 2023**  
 Mode of Procurement : **Small Value Procurement**  
**February 16, 2023**

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : **National Printing Office, Property Section**  
 Date of Delivery : **Fifteen (15) calendar days upon receipt of P.O.**  
 Delivery Term : **Fifteen (15) calendar days**  
 Payment Term : **upon completion/acceptance of goods**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>1 Lot Various Toner / Cartridge HP Designjet T120 (Designjet 711)</b>			
	sets	Cyan - CZ 130 A	8	₱2,399.00	₱ 19,192.00
	sets	Magenta - CZ 131 A	8	₱2,399.00	₱ 19,192.00
	sets	Yellow - CZ 132 A	8	₱2,399.00	₱ 19,192.00
	sets	Black - CZ 133 A	8	₱2,399.00	₱ 19,192.00

**National Printing Office**  
**RECEIVED**  
 BY \_\_\_\_\_  
 DATE **MAR 09 2023**  
 Bids and Awards Committee

**National Printing Office**  
**RELEASED**  
 BY \_\_\_\_\_  
 DATE **MAR 09 2023**  
 Bids and Awards Committee

**NATIONAL PRINTING OFFICE**  
**RECEIVED**  
 DATE: **MAR 07 2023**  
 TIME: **3PM**  
 BY: \_\_\_\_\_  
**OFFICE OF THE DIRECTOR**  
 Tel. No. (02) 9252187  
 Fax No. (02) 925 2189

**NATIONAL PRINTING OFFICE**  
**RELEASED**  
 DATE: **MAR 09 2023**  
 TIME: **10:15 AM**  
 BY: \_\_\_\_\_  
**OFFICE OF THE DIRECTOR**  
 Tel. No (02) 9252187  
 Fax No. (02) 925 2189

**Other Terms & Conditions:**  
 All conditions stipulated in the bidding documents shall be form part of this Purchase Order/Contract.

**"THIS ALSO SERVES AS YOUR NOTICE TO PROCEED"**

(Total Amount in Words) **Seventy Six Thousand Seven Hundred Sixty Eight Pesos Only.** ₱ **76,768.00**

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 everyday of delay shall be imposed on the undelivered item/s.

Conforme:  
 \_\_\_\_\_  
 Signature over Printed Name of Supplier  
**9/3/23**  
 Date

Very truly yours,  
 \_\_\_\_\_  
**CARLOS A. BATHAN**  
 Signature over Printed Name of Authorized Official  
 Director IV  
 Designation

Ind Cluster : **14 - CF**  
 Inds Available : \_\_\_\_\_  
 \_\_\_\_\_  
**LEAH P. DELA CRUZ**  
 Acting Chief, FMD  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit

ORS/BURS No. : **2023-02-0120 (MS)**  
 Date of the ORS/BURS: **February 28 2023**  
 Amount : **76,768.00**