



DEVELOPMENT BANK OF THE PHILIPPINES



## PURCHASE ORDER

SUPPLIER	PHILCOPY CORPORATION	P.O. NO.	2024-022
ADDRESS	MABINI EXTENSION, P3, CARMEN, OZAMIZ CITY	DATE	12/16/2024
TIN	000-169-318-033	END USER:	OROQUIETA BRANCH
TEL/FAX NO.	5215063 / 09178697061	P.R. NO.	
		MODE OF PROCUREMENT	SMALL VALUE PROCUREMENT

Gentlemen:

Please deliver the following article(s), product(s), supply, or materials listed below, subject to the terms and conditions contained herein:

DESCRIPTION/BRAND/STOCK NO./PRODUCT CODE	QTY.	UNIT	UNIT PRICE	AMOUNT
PHOTOCOPIER MACHINE ** nothing follows **	1	UNIT	44,200.00	44,200.00
			TOTAL AMOUNT:	44,200.00

TOTAL AMOUNT IN WORDS: FORTY FOUR THOUSAND TWO HUNDRED PESOS ONLY

PLACE OF DELIVERY: DBP OROQUIETA BRANCH

DELIVERY TERM

1 TIME DELIVERY

DATE OF DELIVERY:

PAYMENT TERM

5 DAYS AFTER RECEIPT OF ITEM

TIME OF DELIVER:

OFFICE HOURS (8:00 AM - 5:00 PM)

COUNTRY OF ORIGIN

PHILIPPINES

Subject to the following conditions:

1. The above prices are included of V.A.T.
2. For every day of delay, 1/10 of 1% of the price of the undelivered quantity will be deducted from the total price.
3. Items delivered are subject to inspection and acceptance prior to payment.
4. When requesting payment, please present your Billing Statement/Statement of Account/Sales Invoice/Charge Slip, as the case may be.
5. If delivery cannot be completed within the specified date, please return this P.O. stating your reason(s) therefore. Otherwise, we will take necessary action to protect the interest of DBP.
6. This transaction shall be subjected to the specific terms and conditions set forth in the Terms of Reference/Scope of Work/Technical Specifications.

7. Further, the following documents shall be attached, deemed form, and be read and construed as part of this Purchase Order, to wit:  
- General and Special Condition of Contract;  
- Terms of Reference/Scope of Work/Technical Specifications; and  
- Other Contract documents that may be required by existing laws and/or DBP.
8. For the avoidance of doubt, in the conflict or inconsistency between the above mentioned documents and this Purchase Order of precedence shall be:  
- The General and Special Conditions of the Contract;  
- The Terms of Reference/Scope of Work/Technical Specifications and;  
- This Purchase Order.

PROCESSED:

SIGNED

CHRISTINE V. VARQUEZ

Branch Cashier

CHECKED:

SIGNED

ALDRIN KENT C. MONTEFALCON

Branch Services Officer

APPROVED:

SIGNED

VP NEUTO H. TINGZON

HEAD, BBG-WM/HOPE

We accept this Purchase Order with all its terms and conditions. We certify that we have not given nor we intend to give any amount of money or gift in any form whatsoever to any official or employee of the DBP for the purpose of securing this P.O. or having the payment hereof expedited. We understand and accept that such acts on our part shall constitute sufficient ground for the DBP to revoke this P.O. and cause us to be excluded from further dealings with the Bank.

PHILCOPY CORPORATION

(Printed Name of Supplier / Contractor)

By: (Duly Authorized Representative)

SIGNATURE:

SIGNED

NAME:

GIOVANNI A. LAYON

POSITION:

SERVICE ENGINEER

DATE:

12-18-2024

DBP Oroquieta Branch Independence St. Poblacion II Oroquieta City

Telephone No.: 531-1320

Email: oroquieta@dbp.ph