



COURT OF TAX APPEALS
Agham Rd., North Triangle, Diliman, Quezon City

PURCHASE ORDER

Supplier :	PHILCOPY CORPORATION	P. O. No. :	2023-02-035
Address :	P.O. Box 5190, Philcopy Bldg., 793, J. Rizal St., Makati City, Metro Manila	Date :	February 17, 2023
Tel. No. :	8899-8625 / 0917-307-7458	Mode of Procurement :	<i>Direct Contracting</i>
TIN :	000-169-318-000		
PRN :	2001-1703		

Madam:
Please furnish this Office the following item/s subject to the terms and conditions contained herein and the Request for Quotation.

Place of Delivery:	COURT OF TAX APPEALS	Payment:	Three (3) days upon receipt of goods and services and demand for payment
Date of Delivery :	within seven (7) calendar days from receipt of P.O.		

UNIT	DESCRIPTION	QTY.	UNIT COST	TOTAL AMOUNT
piece	INK TONER for Kyocera Ecosys, P3045dn Printer TK-3165 ***Nothing Follows***	66	₱ 9,500.00	₱ 627,000.00
SIX HUNDRED TWENTY-SEVEN THOUSAND PESOS ONLY				₱ 627,000.00

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

Moreover, the obligation for the warranty shall be covered by retention money in the amount equivalent to one percent (1%) of the total contract price. The said amount shall be only released after the lapse of the warranty period. Provided, however, that the goods are free from patent and latent defects and all conditions imposed under the contract have been fully met.

Very truly yours,
ANNE BENITA S. AUSTIN
ANNE BENITA S. AUSTIN
Chief Judicial Staff Officer
Procurement & Property Management Division

Recommending Approval

BIDS AND AWARDS COMMITTEE 1

AB Fernando
ATTY. DANILO B. FERNANDO
Chairperson

ON LEAVE
ELSIE R. TIAUZON-FORTEZA
Vice-Chairperson

ATTY. JESUS P. INOCANDO, JR.
Regular Member

Clifford P. Torralba
ATTY. CLIFFORD P. TORRALBA
Provisional Member

M.A. Victoria P. Dural
ATTY. MA. VICTORIA P. DURAL
Provisional Member

Vicente G. Clemente
VICENTE G. CLEMENTE
Provisional Member

CONFORME:

SANDY MATH G. TENDINO
SANDY MATH G. TENDINO / Feb. 27, 2023
Signature over Printed Name of Supplier/Date

APPROVED:

Roman G. Del Rosario
ROMAN G. DEL ROSARIO
Presiding Justice

Fund Cluster: 011 011 01

Funds Available: 627,000.00

Amelita M. Landicho
AMELITA M. LANDICHO
Chief Judicial Staff Officer, Accounting Division

ORS/BURS No.: 2-0110101-2023-02-113

Date of the ORS/BURS: FEB 20 2023

Amount : Php 627,000.00