



OFFICE OF CIVIL DEFENSE		Document Code	QF-IPD-01
Quality Form		Revision No.	0
<h1>Purchase Order</h1>		Effectivity Date	2019.08.15
		Page No.	1 of 1
Supplier	Quartz Business Products Corporation	P.O. No.	CMS-PO-0421-106
Address	15th Floor Capital House, 9th Ave., cor. 34th St., Bonifacio Global City, Taguig City	Date	14 APRIL 2021
E-mail Address	jervin.franco@quartz.com.ph	Mode of Procurement	Section 53.9 (Small Value Procurement)
		TIN	

Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	OCD Central Office, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Fifteen (15) days upon receipt of PO
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
I.		Supply and Delivery of Printer Consumable for the 1st and 2nd Quarter of CY 2021 for use of OCD - NDRRMC			
		Technical Specifications:			
	cart	HP 125A Toner, Brand New, Original	30	4,208.00	126,240.00
	cart	HP 35A Toner, Brand New, Original	30	3,621.00	108,630.00
	cart	HP 12A Toner, Brand New, Original	30	4,162.00	124,860.00
	cart	Samsung D2031 Toner, Brand New, Original	30	5,141.00	154,230.00
	box	HP 704 (Black), Brand New, Original	20	457.00	9,140.00
	box	HP 704 (Tri-color), Brand New, Original	10	457.00	4,570.00
	box	EPSON 664 (Black), Brand New, Original	20	253.00	5,060.00
	box	EPSON 664 (Cyan), Brand New, Original	10	284.00	2,840.00
	box	EPSON 664 (Magenta), Brand New, Original	10	284.00	2,840.00
	box	EPSON 664 (Yellow), Brand New, Original	10	284.00	2,840.00
		Terms and Conditions: Delivery Period: Fifteen (15) days upon receipt of PO Delivery Site: OCD, Camp General Emilio Aguinaldo, QC Payment: Send Bill Policy Warranty: Three (3) months after acceptance by the procuring entity of the delivered goods or after the goods are consumed, whichever is earlier. The period for correction of defects in the warranty period is seven (7) days from the detection of the damage/defects Special Terms: Must be original Not remanufactured or refill Supplier must be an Authorized Distributor Supplier must have Certificate of Authenticity Acceptance Procedure: Random sampling of 10% of total quantity Must comply with specifications and quantity (visual inspection) ***** NOTHING FOLLOWS *****			
TOTAL COST					₱541,250.00

(Total Amount in Words): **FIVE HUNDRED FORTY ONE THOUSAND TWO HUNDRED FIFTY PESOS ONLY**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for everyday of delay shall be imposed.

Conforme:	 Jervin F. Puso Account Manager <hr/> Signature over printed name of Supplier Date	Very truly yours, USEC RICARDO B. JALAD Administrator	
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Funds Available:	 LALAIN NECESARIO BARROGA Chief, Accounting Section	OBR No. :	02-1101-2021-04-0076
		Amount :	541,250.00