



Kaagapay ng Komunidad sa Maginhawang Pamumuhay

PURCHASE ORDER

Supplier:	XEFA ENTERPRISES	P.O. No.:	2024-08-142		
Address:	UNIT 64-B MMC HOUSE M. OCAMPO COR. S. JACINTO STS. PIO DEL PILAR, MAKATI CITY	Date:	08/10/2024		
TIN:	248-577-919-0000	P.R. No.:	2024-06-592, 2024-06-604		
Mode of Procurement:	Shopping	Date:	06/10/2024, 06/20/2024		
Gentlemen: Please furnish this Office the following articles subject to terms and conditions contained herein.					
Place of Delivery:		8737 BDO PLAZA PASEO DE ROXAS MAKATI CITY		Delivery Term: FOB Destination	
Date of Delivery:		15 WORKING DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER		Payment Term: 15 working days upon complete delivery	
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-001-712	pc	HP toner 955 or 955xl - Black-HP toner 7740 High Yield Original Ink Cartridge	10	1,600.00	16,000.00
A-001-713	pc	HP toner 955 or 955xl - Cyan-HP 955XL High Yield Original Ink Cartridge	10	1,200.00	12,000.00
A-001-715	pc	HP toner 955 or 955xl - Magenta-HP 7740 High Yield Original Ink Cartridge	10	1,200.00	12,000.00
A-001-714	pc	HP toner 955 or 955xl - Yellow-HP toner 7740 High Yield Original Ink Cartridge	10	1,200.00	12,000.00
A-000-304	pc	Epson T6641-Black	2	250.00	500.00
A-000-305	pc	Epson T6642-Cyan	2	250.00	500.00
A-000-306	pc	Epson T6643-Magenta	2	250.00	500.00
A-000-307	pc	Epson T6644-Yellow	2	250.00	500.00
A-001-712	pc	HP toner 955 or 955xl - Black-HP toner 7740 High Yield Original Ink Cartridge	6	1,600.00	9,600.00
A-001-713	pc	HP toner 955 or 955xl - Cyan-HP 955XL High Yield Original Ink Cartridge	4	1,200.00	4,800.00
A-001-714	pc	HP toner 955 or 955xl - Yellow-HP toner 7740 High Yield Original Ink Cartridge	5	1,200.00	6,000.00
A-001-715	pc	HP toner 955 or 955xl - Magenta-HP 7740 High Yield Original Ink Cartridge	4	1,200.00	4,800.00
Total Amount in Words: SEVENTY NINE THOUSAND TWO HUNDRED AND 00/100 ONLY					79,200.00

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. Note: This is to approve the BAC recommendation (BAC Reso No. 171, S. 2024) for the use of Alternative Mode of Procurement under sec. 52, 52.1(b), 52.2, 52.3, 52.4 of IRR of RA9184 and award of contract to above mentioned supplier.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

Date



ATTY. TRISTAN FREDERICK L. TRESVALLES
Authorized Official 

Funds Available:



DANTE M. ANABE
Chief Accountant 