



Kaagapay ng Komunidad sa Maginhawang Pamumuhay

PURCHASE ORDER

Supplier:	Accessories and Supplies Depot Inc.	P.O. No.:	2025-04-069
Address:	110 LABO ST. BRGY. SALVACION, QUEZON CITY	Date:	04/10/2025
TIN:	005-679-268-000	P.R. No.:	2025-03-254, 2025-03-263
Mode of Procurement:	Shopping	Date:	03/03/2025, 03/07/2025

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-001-820	pc	HP 416A Black Laserjet Toner Cartridge-for HP M454nw	4	4,388.00	17,552.00
A-001-821	pc	HP 416A Cyan Laserjet Toner Cartridge-for HP M454nw	3	5,388.00	16,164.00
A-001-822	pc	HP 416A Magenta Laserjet Toner Cartridge-for HP M454nw	3	5,388.00	16,164.00
A-001-823	pc	HP 416A Yellow Laserjet Toner Cartridge-for HP M454nw	3	5,388.00	16,164.00
A-001-820	pc	HP 416A Black Laserjet Toner Cartridge-for HP M454nw	2	4,388.00	8,776.00
A-001-821	pc	HP 416A Cyan Laserjet Toner Cartridge-for HP M454nw	2	5,388.00	10,776.00
A-001-822	pc	HP 416A Magenta Laserjet Toner Cartridge-for HP M454nw	2	5,388.00	10,776.00
A-001-823	pc	HP 416A Yellow Laserjet Toner Cartridge-for HP M454nw	2	5,388.00	10,776.00
Total Amount in Words: ONE HUNDRED SEVEN THOUSAND ONE HUNDRED FORTY EIGHT AND 00/100 ONLY					107,148.00

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. 073, S. 2025) 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.

According to BIR Revenue Regulations No. 017-2024, the final settlement requires the presentation of an updated BIR tax clearance. Non-submission of a tax clearance entitles SHFC to suspend payment for any goods or services delivered.

Conforme:

Very truly yours,

ATTY. LEO B. DEOCAMPO
Authorized Official

Signature over Printed Name of Supplier

Date

Funds Available:

DANTE M. ANABE
Chief Accountant
April 25, 2025