

Republic of the Philippines
 DEPARTMENT OF AGRICULTURE
PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY
 3rd Floor DA-PCAF Bldg., Department of Agriculture
 Elliptical Road, Diliman, Quezon City
 Telefax No. 8721-9813

JOB ORDER No.: 002-2022
 DATE: February 21, 2022

OTUS COPY SYSTEMS, INC.

10/F MG Tower 76 Shaw Blvd., 1552 Mandaluyong City
 Telephone No.: 8631-9454
 Telefax: 8535-8731


Sir/Madam:

Please cause the supply and delivery from May 7, 2022 to May 7, 2023 upon receipt of the Order.

Description of Job Desired	PRICE	
	Unit	Total
Rental/Lease of Black and White Multi-Function Copier May 7, 2022 to May 7, 2023 Offer: Specifications: <ul style="list-style-type: none"> - Unlimited Service Call - Free Spare Parts Replacement - Worry-free (maintenance for the duration of the contract) - Free machine consumables such as toner, drum, developer (except paper) - Free monthly preventive maintenance - With 1% spoilage allowance - Inclusive of 20,000 pages Php 11,400.00/3 units/ month x 12 months = Php 136,800.00 (as per attached quotation)	3	136,800.00
TOTAL		136,800.00

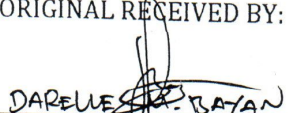
Kindly submit your Bill/Invoice to this Office in six (6) copies for payment together with the Original Job Order, replaced worn-out parts if any.

Penalty for late delivery will be imposed at 0.1% per day.


HONESTO C. TABUZO, JR.
 Chief Accountant

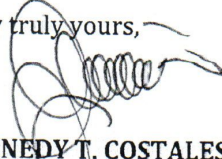
FUNDS AVAILABLE: ₱ 136,800.00

ORIGINAL RECEIVED BY:


DORENES B. BAYAN
 Dealer

Date: 5-5-22

Very truly yours,


KENNEDY T. COSTALES
 Executive Director III/HOPE

NOTE: For use in: **ADMINISTRATIVE,**
FINANCIAL & MANAGEMENT DIVISION

OBLIGATION NO.: 22-02-0250
2/24/22

PR No.: 22-01-044