

Republic of the Philippines MUNICIPALITY OF SOCORRO

Socorro, Oriental Mindoro Cellphone No. 0939-915-1536 <u>munofsocorro@yahoo.com</u>

NOTICE TO PROCEED

October 7, 2024

NCOPY DIGITAL PRINTING SERVICES

Barcenaga, Naujan, Oriental Mindoro

Dear Sir/Madam:

Very truly yours,

The attached Purchase Order having been approved, notice is hereby given to NCOPY DIGITAL PRINTING SERVICES that work may commence on the Supply and Delivery of Ink/Toner for the use of different offices in the Municipality of Socorro within 30 days from the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Municipal Government of Socorro.

HON. NEMMEN O. PEREZ, M.D. Municipal Mayor

I acknowledge receipt of this Notice on	10 07 20	_
Name of Representative of the Bidder:	Micko A. Fedelin	
Authorized Signature:		

PURCHASE ORDER

MUNICIPALITY OF SOCORRO SOCORRO, ORIENTAL MINDORO

Supplier	:	NCOPY DIGITAL PRINTING SERVICES	P.O. No.	:	391
Address	:	Barcenaga, Naujan, Oriental Mindoro	Date	:	10/07/2024
1			Mode of Procurement	:	Shopping
TIN	:	433-325-404-000	P.R. No./s	:_	2024-09-383

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery LGU Socorro Delivery Term : FOB Destination

Date of Deliver		on/before November 5, 2024	Payment	Payment Term : -		
STOCK NO.	UNIT	DESCRIPTION	QUANTITY	UNIT COST	AMOUNT	
	cartridges	TL-425U Toner 11K Yield (Pantum)	10.00	4,930.00	49,300.0	
	cartridges	OKI B412DN Toner (OKI)	3.00	4,420.00	13,260.00	
	cartridges	Computer Printer Ink # 107a	3.00	4,000.00	12,000.0	
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					74,560.00	

(Total Amount in Words)

Seventy Four Thousand Five Hundred Sixty Pesos

Purpose:

ink/toner for the use of different offices in the Municipality of Socorro

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 on the undelivered item/s.

Conforme:

Very truly yours,

NCOPY DIGITAL PRINTING SERVICES Signature over Printed Name of Supplier Date: 10/07/24

HON. NEMMEN Q. PEREZ, M.D. Municipal Mayor