



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph

Appendix 61



PURCHASE ORDER

Project Title: **Solicitation No. RSU-2024-03-028: Supply and Delivery of Office and ICT Equipment for Romblon State University"**
 ABC: **PhP828,990.00** P.O. No. **24-04-0017**
 Supplier: **ZY Trading** Date: **25 April 2024**
 Address: **National Road, Poblacion, Alcantara, Romblon** Mode of Procurement: **Public Bidding**
 TIN: **448-046-505-00000**

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

Place of Delivery: **RSU, Supply Office** Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**
 Date of Delivery: _____ Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
1	unit	Aircon with Installation - 3 HP Inverter Type Floor-mounted	3	136,500.00	409,500.00
2	Unit	Office Printer (Print Only, A3 Maximum Print Size) "Printing Technology: PrecisionCore Printhead Nozzle Configuration: 400 x 1 nozzles Black, 128 x 1 per colour (Cyan, Magenta, Yellow) Print Direction: Bi-directional printing Maximum Resolution: 4800 x 1200 dpi (with Variable-Sized Droplet Technology) Minimum Ink Droplet Volume: 3.3 pl Print Speed*1: Draft Text- Memo, A4 (Black#1 / Colour#2) Up to 30 ppm / 20 ppm First Page Out Time (Black / Colour) Approx: 8 sec / 12 sec Photo Default- 10 x 15 cm / 4 x 6" *2 #3(Border / Borderless) Approx: 70 sec / 86 sec Photo Default- A4*2 (Border / Borderless) Approx: 156 sec / 210 sec Photo Default - A3*2 (Border / Borderless) Approx: 270 sec / - Existing Green Specification	2	22,100.00	44,200.00
3	unit	Office Printer (Duplex All-in-One) with ADF Print Method: On-demand inkjet (Piezoelectric) Nozzle Configuration: 180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow) Maximum Resolution: 5760 x 1440 dpi Photo Default - 10 x 15 cm / 4 x 6" *1: Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless)*2 Draft, A4 (Black / Colour): Up to 33 ppm / 15 ppm*2 ISO 24734, A4 Simplex (Black / Colour): Up to 10 ipm / 5.0 ipm*2 First Page Out Time from Ready Mode (Black / Colour): Approx. 10 sec / 16 sec *2 Existing Green Specification	4	20,800.00	83,200.00
TOTAL CARRIED FORWARD			9		PhP 536,900.00

(Total Amount in Words) **SIX HUNDRED NINETY-EIGHT THOUSAND, SEVEN HUNDRED PESOS ONLY**

In case of failure to make 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.

Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

 (Signature Over Printed Name of Supplier)

 (Date)

Fund Cluster: **164** ORS/BURS No: **164-00-24-04-0568**
 Funds Available: **RDI, ETASO, MIS/DPO** Date of the ORS/BURS: **4/25/2024**
 Amount: **PhP698,700.00**

SHIELA BUEN P. SERVAÑEZ, CPA
 Head, Accounting Office



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Supplier: **ZY Trading** Date: **25 April 2024**

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Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			9		536,900.00
4	unit	A4 Duplex Sheet-fed Document Scanner Scanner Type: A4 sheet-fed, one-pass duplex colour scanner Sensor Type: Colour Contact Image Sensor Scanning Method: Fixed carriage and moving document Light Source: RGB LED Optical Resolution: 600 x 600 dpi Output Resolution: 50-1,200 dpi (1 dpi increments) Resolution (Colour/Greyscale/Mono): 200 dpi: 35 ppm / 70 ipm*2 300 dpi: 35 ppm / 70 ipm*2 600 dpi: 12 ppm / 24 ipm*2 Existing Green Specification	2	39,650.00	79,300.00
5	unit	Heavy Duty Shredder 310mm Throat Cross-Cut Paper Shredder Auto start and stop Auto reverse prevents paper jams Thermal overload protection Safety cut-out on bin removal Accepts CLIPS, STAPLES, CREDIT CARDS and CDs with caster Capacity: 21 L	1	32,500.00	32,500.00
6	unit	1.0 HP Inverter Split Type AC, with installation, wall mounted Nominal Size: 1.0HP Remote: Yes Timer: Yes Manual: Yes Cooling Capacity: 9,500 (2,900-11,100) Color: White Control Type: Remote Cooling Area (sq. meters): 17 Speed cooling: Yes Airflow Direction Control (Up & Down): Yes Airflow Direction Control (Up & Down): No Temperature Control: Digital Fan Speed: Silence, Low, Mid, High, Low, Auto, 1-100% Grades Watts: 700 (290-990) Voltage: 230 Other Features: • Silence Mode • Follow me • Do not disturb • Smooth Frequency control • Eco gear operation • 1-100 grades indoor DC fan • ECO mode • Sleep mode • Louver position memory • Two-way drain • Emergency use function • Intelligent dusting switch • Gold fin • Active clean	1	50,000.00	50,000.00
TOTAL			13		PhP 698,700.00

(Total Amount in Words) **SIX HUNDRED NINETY-EIGHT THOUSAND, SEVEN HUNDRED PESOS ONLY**

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Very truly yours,

[Signature]
MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme: *[Signature]*

 (Signature Over Printed Name of Supplier)

 (Date)

Fund Cluster: **164** ORS/BURS No: **164-00-24-04-0568**

Funds Available: **RDI, ETASO, MIS/DPO** Date of the ORS/BURS: **4/25/2024**

[Signature]
SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

Amount: **PhP698,700.00**