



Republic of the Philippines
APO PRODUCTION UNIT, INC.
 PIA Building, Visayas Avenue, Brgy. VASRA,
 Quezon City, Metro Manila, Philippines 1128



PURCHASE ORDER NO.: 004391

Date: FEBRUARY 23, 2023

Supplier: **R4L ENTERPRISES**
 Address: **Unit 14, Jasmin St. Villa Severa Town, Home Ramirez Subd. Q.C**
 TIN: **203-552-325-000**
 Mode of Procurement: **NEGOTIATED PROCUREMENT**

PR No.: **2023-2-00223**
 Date: **FEBRUARY 2, 2023**
 Job Order No.:

Gentlemen: **UNDER SEC 52.1 (b)**
 Please furnish this Office the following articles, products, supplies/materials listed below, subject to the terms and conditions contained herein:

Place of Delivery: **APO QUEZON CITY** **30 days upon receipt of Sales Invoice**
 Date of Delivery: **5-7 days upon receipt of P.O** Payment Term: **Invoice**
Delivery Term:

Description	Quantity	Unit	Unit Cost	Amount
PROCUREMENT OF TONER CARTRIDGES OF HP MFP M282NW			₱	₱
BLACK	8 PCS		4,500.00	36,000.00
YELLOW	6 PCS		4,500.00	27,000.00
CYAN	6 PCS		4,500.00	27,000.00
MAGENTA	6 PCS		4,500.00	27,000.00
MAINTENANCE BOX FOR Epson L6190	4 PCS		1,500.00	6,000.00
NOTE: This is included in the approved APP for CY 2023 FOR APUIS COA RESIDENT AUDITORS USE				

(Total Amount in Words) **ONE HUNDRED TWENTY THREE THOUSAND PESOS** ₱ **123,000.00**

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.

Conforme:
FE B. DIMAYUGA
 Purchasing Manager
 Signature over Printed Name of Supplier
 Date

Very truly yours,

DAISY M. GALVADORES
 Supply Chain Manager
 Authorized Official

Prepared by:

MARITA S. GALVEZ

Funds Available:

KRISTINE A. BALUYOT
 Chief Accountant

Approved by:

JAIME H. ALDABA, JR
EVP & General Manager
 General Manager