



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
PURCHASE ORDER

Supplier : U-BIX CORPORATION	P.O. No. : 2021-05-007GAA
Address : 1344 Angono Street, Makati City	Date : May 18, 2021
T I N : _____	Mode of Procurement : Negotiated Procurement 53.9 Small Value Procurement

Gentlemen:

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

Place of Delivery : CHED Central Office	Delivery Term: 9 months
Date of Delivery : _____	Payment Term: _____

Stock/ Property No.	Unit	Description	Quantity	Unit cost	Amount
		Rental of seven (7) Units Black and White Photocopying Machines for Nine (7) Months (June to December 2021)			
		Specifications with Minimum Requirements and Equivalency			
		Photocopying Machine: Black and White (Monochrome)	7		
		Technical Specifications:			
		Heavy duty Multi-function machines (Copier, Printer and Scanner)			
		A high-speed B/W with output of at least up to 36-45ppm			
		Capable of network printing and scanning			
		Digital Type, Automatic Electronic Sorter and Feeder with Back to back feature			
		Energy Efficient / Energy Saving features			
		Locking Mechanism: Manual Key Lock, Coding Pin Lock/Password			
		Multi-copy: 1-999 sheets			
		Warm Up time: Less than 60 seconds			
		With Automatic back to Back copying			
		Reduction / Enlargement: 25-40%			
		Accepted (feed) originals: A5 to A3			
		Type: Console			
		Paper weights: Top Tray, Middle Tray and Bottom Tray			
		Full Color Display Panel			
		Year Model must be within five (5) years from manufacturing date (2016)			
		Scan Speed: Up to 70opm (original per minute)			
		Other Features:			
		The copying machines shall be maintained in satisfactory condition by the service provider without cost to the Commission			



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
PURCHASE ORDER

Supplier : U-BIX CORPORATION	P.O. No. : 2021-05-007GAA
Address : 1344 Angono Street, Makati City	Date : May 18, 2021
TIN :	Mode of Procurement : Negotiated Procurement 53.9 Small Value Procurement

Gentlemen:

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

Place of Delivery : CHED Central Office	Delivery Term: 9 months
Date of Delivery :	Payment Term:

Stock/ Property No.	Unit	Description	Quantity	Unit cost	Amount
		Rate inclusive of 12% VAT			
		Regular maintenance check-up shall be conducted by the service provider on all machines twice a month to ensure continuous uninterrupted utilization/operation. Servicing shall be done during regular working hours only			
		Automatic deduction of two percent (2%) spoilage from monthly billing of copies reproduced.			
		Cost of repair and maintenance of the machines shall be for the provider's account			
		Orientation for all end-users upon delivery, for actual demonstration and familiarization on the features and operation of the machines shall be done by the service provider free of charge.			
		The provider shall waive installation cost, security charges and other additional charges imposed on rental of copying machines			
		One (1) on-call technician to repair defective machines. Response time shall be repaired within 24 hours and shall be replaced with another unit (if unrepairable) in the next 24 hours			
		***** NOTHING FOLLOWS *****			369,677.78
(Total Amount in Words)	Three Hundred Sixty Nine Thousand Six Hundred Seventy Seven Pesos & 78/100				369,677.78

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Conforme:



 (Signature over printed name)

Very truly yours,


J. PROSPERO E. DE VERA III, DPA
 Chairman



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
PURCHASE ORDER

Supplier : U-BIX CORPORATION	P.O. No. : 2021-05-007GAA				
Address : 1344 Angono Street, Makati City	Date : May 18, 2021				
TIN :	Mode of Procurement : Negotiated Procurement 53.9 Small Value Procurement				
Gentlemen: <i>Please furnish this office the following articles subject to the terms and conditions contained herein:</i>					
Place of Delivery : CHED Central Office	Delivery Term: 9 months				
Date of Delivery :	Payment Term:				
Stock/ Property No.	Unit	Description	Quantity	Unit cost	Amount
(Date)					
Funds Cluster:	ObR No.:	2021-05-121079			
Funds Available: ₱369,677.78	Date of the ObR:	5-14-21			
 MIRRIAM V. MIRANDA Chief Accountant, AFMS		AMOUNT:	₱369,677.78		