

Purchase Request Number : **22-2582**  
Purchase Request Date : **Aug. 11, 2022**  
PPMP Code : **ASSES22-014**

Republic of the Philippines  
City Government of Cagayan de Oro  
BIDS AND AWARDS COMMITTEE (BAC) - GOODS  
City Hall, Cagayan de Oro City

**PURCHASE ORDER**

page 1 of 1

**2763**

Supplier : **WIZMASTER COMPUTER SALES & SERVICES CORP.**  
Address : **YACAPIN ST., CDOC**  
E-mail Address :  
Telephone No. :  
TIN :

P.O. No. :  
Date : **DEC 01 2022**  
Mode of : **NEGOTIATED**  
Procurement : **(53.9) SMALL-VALUE OF THE 2016 RIRR OF RA 9184**

Ladies & Gentlemen:

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

Place of Delivery : **CITY ASSESSMENT DEPARTMENT**

Delivery Term : **THIRTY (30) CALENDAR DAYS**

via CGSO for inspection

Date of Delivery :

Payment Term :

ITEM NO.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	unit	Portable Scanner: Lightweight document scanner, one-touch, USB powered, duplex scan, colored and grayscale scanning, document size: width-50.8mm to 215.0mm, length-86.4mm product dimension: 301mmx50.6mm x 45.3mm. <b>BROTHER DS 740D</b>	4	8,045.00	32,180.00
2	unit	Ink Tank Printer: printer only, eco tank, monochrome, wifi & wifi direct capability (wireless connectivity), compact integrated tank design, maximum document size for print: legal size. <b>EPSON M1120</b>	3	13,645.00	40,935.00
3	unit	Back-UPS (Uninterruptible Power Supply) 650VA, 230V, AVR, Universal Sockets: 650VA, 230V. <b>APC 650VA</b> X-X-X-X-X For Office use	7	3,449.00	24,143.00
					<b>P97,258.00</b>

(Total Amount in Words)

**NINETY SEVEN THOUSAND TWO HUNDRED FIFTY EIGHT AND 00/100 PESOS ONLY**

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.

Very truly yours,

By Authority of the BAC:

**ATTY. PERCY G. SALAZAR**  
BAC Chairperson

APPROVED:

**HON. ROLANDO A. SY**  
City Mayor

Conforme:

**JOAN N. DELENCIO**

Signature over Printed Name of Supplier

Date

Note: This serves as Notice of Award and Contract once Conformed within Ten (10) Days, by the Supplier.