



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

Supplier: Orlanes Marketing
 Address: National Highway, Dapawan, Odiongan, Romblon
 TIN : 174-681-562-00000

P.O. No. 23-04-0029
 Date: 27 April 2023
 Mode of Procurement: Public Bidding

Gentlemen:

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

Place of Delivery: RSU, Supply Office
 Date of Delivery : _____

Delivery Term: 25 CALENDAR DAYS FROM RECEIPT OF NTP
 Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
1	pc	T 7521 Ink Cartridge (Refillable, with chip, Black)	1	5,265.00	5,265.00
2	pc	T 7522 Ink Cartridge (Refillable, with chip, Cyan)	1	5,265.00	5,265.00
3	pc	T 7523 Ink Cartridge (Refillable, with chip, Magenta)	1	5,265.00	5,265.00
4	pc	T 7524 Ink Cartridge (Refillable, with chip, Yellow)	1	5,265.00	5,265.00
5	bottle	Pigment Ink Refill for WF-6091, 1000 ml/bottle, Black	4	5,265.00	21,060.00
6	bottle	Pigment Ink Refill for WF-6091, 1000 ml/bottle, Cyan	2	5,265.00	10,530.00
7	bottle	Pigment Ink Refill for WF-6091, 1000 ml/bottle, Magenta	2	5,265.00	10,530.00
8	bottle	Pigment Ink Refill for WF-6091, 1000 ml/bottle, Yellow	2	5,265.00	10,530.00
9	pc	LaserJet Toner Cartridge (CF230x)	8	9,180.00	73,440.00
10	unit	LaserJet Imaging Drum (CF232A)	2	9,180.00	18,360.00
SUB-TOTAL			24		PhP 165,510.00

(Total Amount in Words) ****ONE HUNDRED SIXTY-FIVE THOUSAND, FIVE HUNDRED TEN 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:

FRANCISCO M. ORLANES
 (Signature Over Printed Name of Supplier)
4-27-23
 (Date)

Fund Cluster: 164
 Funds Available: University Registrar

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

ORS/BURS No: 164-mms-23-04-0029
 Date of the ORS/BURS: 4/26/2023
 Amount: **PhP165,510.00**