



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: **ZY Trading**
 Address: National Road, Poblacion, Alcantara, Romblon
 TIN : 448-046-505-00000

P.O. No. **23-04-0039**
 Date: **28 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** 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)
Accounting Office					
MOOE					
1	unit	ICT Supplies UPS 1500VA with LCD Display; Auto restarts when AC recovers; Silent setup; Automatic Charging; (offline charging); Battery low voltage protection; Overload & short circuit protection; CPU controlled; Optional RJ45/11 & USB port; Wide input voltage range.	2	6,900.00	13,800.00
2	unit	ICT Equipment Printer, All in One Tank, 5 in 1 Printer with CISS (Print, copy, fax, scan, Ethernet) with automatic document feeder for legal size documents	2	21,000.00	42,000.00
Sub-total					55,800.00
San Agustin Campus					
Capital Outlay					
3	unit	Printer: Duplex laser printer, scan print copy and fax 4 in 1, 4352 nozzles min., 300-2500 pages monthly print volume, integrated ink tank system, auto duplex printing, color print, with Ethernet port, wifi, USB port, ISO standard; print speed: up to 24.0 ipm black/15.5 ipm colour	2	54,800.00	109,600.00
Sub-total					109,600.00
VP-REDi					
MOOE					
4	unit	Printer (w/ scanner/photocopier) (3in1)	1	17,000.00	17,000.00
Sub-total					17,000.00
Sentro ng Wika at Kultura					
MOOE					
5	unit	Printer, Printer Type: Print, Scan, Copy, Fax with ADF, Copy Quality: Draft/Standard/Best Quality, Maximum Copies for Stand Alone: 99 Copies, Reduction/Enlargement: 25-400%, Auto Fit Function, Maximum Copy Resolution: 600 x 600 dpi, Maximum Copy Size: Legal, ISO 29183, A4 Simplex Flatbed (Black/Colour): Up to 7.7 ipm/3.8 ipm	1	21,000.00	21,000.00
6	unit	1080p USB Webcam Full HD 2 Megapixels 90 degrees Wide Angle with Built-in Microphone for Computer, Personal Computer and Laptop Web Camera	1	750.00	750.00
7	unit	Uninterruptible Power Supply (UPS), Input Voltage: 220VAC, Frequency: 50hz-60hz, Output, Voltage: 220VAC, Capacity VA/Wattage: 650VA/390Watts, Transfer Time: ≤ 10ms including direction time, Wave Form: Sine wave under main supply, square wave under battery operation, Protection: Overload: As load over 130%, UPS is protected in 3 seconds, Load input: Fuse for overload and short circuit protection. Short Circuit: UPS cut off immediately, battery: type Sealed lead acid maintenance-free.	1	3,500.00	3,500.00
8	box	RICOH Priorto Ink JP-12, 500ml, EDP Code (893780) (attach specifications) c/o Sentro ng Wika	2	1,200.00	2,400.00
Sub-total					27,650.00
Office of Media and Public Affairs					
Capital Outlay					
9	set	DSLR Camera Body + 28-70 mm Zoom Lens ILCE-7M3K	1	179,000.00	179,000.00
TOTAL CARRIED FORWARD			13		PhP 389,050.00

(Total Amount in Words) **TONE MILLION, SEVENTY-SIX THOUSAND, SEVENTY 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,

ZYRUS C. GALINDEZ

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

Conforme:

(Signature Over Printed Name of Supplier)

April 28, 2023
 (Date)

164- nwb-23-04-0039

Fund Cluster: 164
 Funds Available: Accounting Office, San Agustin Campus, VP-ReDi, Sentro ng Wika at Kultura, OMPA, RDI, CBA, ETASO

ORS/BURS No: 164-00-23-04-0039

Date of the ORS/BURS: 4/28/2023

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

Amount: PhP1,076,070.00



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 Date of Delivery : _____ Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			13		389,050.00
MOOE					
10	set	Z-series Rechargeable Battery Pack	2	2,600.00	5,200.00
11	pack	(48/Pack) Wedge High density Fireproof Acoustic Foam Plates Live Accessories	5	2,500.00	12,500.00
12	pc	SD Card 128 GB 170mb/s V30 U3 Class 10	1	3,500.00	3,500.00
13	set	Video Light and 78.7 inches Stand Lighting Kit 660 LED Bulbs Bi-Color Light	1	17,800.00	17,800.00
14	roll	Optical HDMI Cable (50 meters)	3	7,000.00	21,000.00
15	pc	Premium Quality Ultra HD 4K 60HZ 1x8 HDMI Splitter High Resolution Up To 4Kx2K 36-Bit Deep Color	2	1,400.00	2,800.00
16	pc	3 Axis Background Roller for Photography Studio Seamless Backdrop Holder	1	4,500.00	4,500.00
17	pc	Large Retro Grey/Black Wall Studio Photo Photography Backdrop Background	1	980.00	980.00
18	pc	Large Retro Dark Green/Black Wall Studio Photo Photography Backdrop Background	1	980.00	980.00
19	Pc	Large Retro Dark Blue/Black Wall Studio Photo Photography Backdrop Background	1	980.00	980.00
20	pc	5G Modem CPE WIFI 6 Dual Band 5400Mbps Up To 128 Users Wireless Routers with Sim Card Slot 5G 4G LTE Network	1	36,000.00	36,000.00
21	set	ACT 9090U Dual Wireless Microphone Black Wireless Mic	2	19,180.00	38,360.00
22	pc	Heavy Duty All Metal Speaker Stand /piece TR-602B	2	2,700.00	5,400.00
23	pc	MK235 Wireless Keyboard and Mouse Combo for Windows, 2.4 GHz Wireless, 15 FN Keys, Long Battery Life, Compatible with PC, Laptop - Black	2	2,000.00	4,000.00
24	pc	Heavy Duty Mic Stand AD	2	4,500.00	9,000.00
25	pc	A3 Printer, Ink Tank System, Photo Printer Only (Mono Function)	1	38,360.00	38,360.00
26	pc	A4 Printer, Ink Tank System, Photo Printer Only (Mono Function)	1	20,550.00	20,550.00
27	pc	Digital Heat Press Machine, A3 Size, Heavy Duty, 15 inches x 18 inches Flatbed, Multifunction 6in1	1	35,620.00	35,620.00
Sub-total					257,530.00
TOTAL CARRIED FORWARD			43		PhP 646,580.00

(Total Amount in Words) ****ONE MILLION, SEVENTY-SIX THOUSAND, SEVENTY PESOS ONLY****

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Very truly yours,

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

Conforme:
ZYRUS C. GALINDEZ
 (Signature Over Printed Name of Supplier)
April 28, 2023
 (Date)

Fund Cluster: 164
 Funds Available: Accounting Office, San Agustin Campus, VP-ReDi, Sentro ng Wika at Kultura, OMPA, RDI, CBA, ETASO

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

ORS/BURS No: 164-MDD-27-04-0779
164-08-27-04-0779
 Date of the ORS/BURS: 4/28/23
 Amount: **PhP1,076,070.00**



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Management System
 ISO 9001:2015



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Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			43		646,580.00
REDi					
MOOE					
28	unit	Heavy Duty Shredder, Auto start and stop, Auto reverse and prevents paper jams. Thermal overload protection safety cut-out on board removal accepts clips, staples, credit cards, and cds with caster. Sheet capacity: 12 (A4); 8 (A3) Cut size: 3x28mm Throat width (mm): 310mm Bin capacity (liters): 30L Average shred speed: 3mpm dim. (mm) 450x325x675mm Gross weight: 29kg.	1	28,770.00	28,770.00
29	unit	Scanner DS-570WII, Document Scanned with small OCR for MAC and Windows. Can scan an A3 size area in less than 2 seconds which means 35 pages in one time. Capable of scanning multiple items such books, binder documents, cards and recognition technique. Can convert JPG documents to editable Word/PDF/TIFF. Can process a scanned documents and upload to the cloud.	1	45,210.00	45,210.00
30	unit	Printer: Print speeds up to 15ipm for black and 8.0ipm for colour, Auto duplex printing, ADF capability, Ethernet & Wi-Fi Direct, Borderless Printing up to A4 size, Red Dot Design Award 2018 Compact integrated tank design	1	21,000.00	21,000.00
31	pc	Hard Drive 1TB SSD (attach specifications) c/o REDi	2	9,590.00	19,180.00
32	pc	Headset, with microphone (attach specifications) c/o REDi	2	1,500.00	3,000.00
33	pc	UPS (1500VA/900watts), 220VAC, 4X outlet, Black	2	4,300.00	8,600.00
Sub-total					125,760.00
College of Business and Accountancy					
MOOE					
34	pc	Wireless headset microphone lavalier Lapel Mic, UHF Microphone	2	2,500.00	5,000.00
Sub-total					5,000.00
GRAND TOTAL			54		PhP 777,340.00

(Total Amount in Words) **ONE MILLION, SEVENTY-SIX THOUSAND, SEVENTY PESOS ONLY**

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Very truly yours,

ZYRUS C. GALINDEZ

Conforme:

(Signature Over Printed Name of Supplier)

April 28, 2023
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MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Fund Cluster: **164**
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SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

ORS/BURS No: **164-08-23-04-0379**

Date of the ORS/BURS: **4/28/2023**

Amount: **PhP1,076,070.00**



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Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			54		777,340.00
ETASO					
MOOE					
35	pc	Microphone Headset (Speaker Parameters: Driver Diameter:50mm Impedance: 32Ω@1kHz Sensitivity: 108dB/nw Input Plug Diameter: 3.5mm Frequency Response: 12Hz-28kHzCable Length: >2.1m Product Size: 245*194*100mm Product Weight:375±30g	3	750.00	2,250.00
36	pc	Microphone Wireless Headset (Loudhailer diameter:40mm Frequency range: 20 to 20,000Hz Sensitivity: 105dB± Distortion: ≤2% THD Magnet size: Φ15.5 x 2.0mm Impedance: 32 Ohms ±15% Input power: 30mW (Maximum) Mic Sensitivity: -58dB±3dB) 3	3	960.00	2,880.00
37	pc	Ringlight (Specifications: Color: Black; Material: LED+ABS Plastic; Size: Outer diameter26cm; inside diameter 20cm; Color Temperature: 3000-5500K)	2	2,000.00	4,000.00
38	pc	Small speaker for PC/Laptop Compact PC Stereo Speakers, 3.5mm Audio input, USB Powered, Integrated Controls, Cable Management Solution, Computer/Smartphone/Tablet/Music Player- White/Black)	2	700.00	1,400.00
39	set	Speaker (big) • LED Lights • 2 Wireless Microphone • Built-in-Battery USB Bluetooth / NFC FM Line-in Guitar Input / Mic Remote Control • Rechargeable Battery Impedance: 40 Ohms • Frequency Response: 50Hz-20kHz • S/N Ratio: 71dB • Power: 500W	1	12,000.00	12,000.00
40	unit	5 in 1 Printer (Copying: Maximum Copies from Standalone: 20 copies Maximum copy Resolution: 600x600dpi Maximum Copy Size: A4, LetterISO 29183, A4 Simplex (Black/Colour): Up to 7.0 ipm/1.7 ipm.)	2	17,000.00	34,000.00
Sub-Total					56,530.00
Capital Outlay					
41	unit	2.5HP Inverter Floor Mounted Aircon with installation	1	160,000.00	160,000.00
42	set	Desktop computer SSD (Intel Core i5 (Sixth generation or newer) or equivalent Memory: 16GB RAM Storage: 500GB internal storage drive Monitor/Display: 14" LCD Monitor, resolution of 1600x900 or better. Network Adapter: 802.11 ac 2.4/5 GHz wireless adapter)	2	41,100.00	82,200.00
Sub-Total					242,200.00
GRAND TOTAL			70	PhP	1,076,070.00

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 Head, Accounting Office

ORS/BURS No: **164-CA-23-04-0039**

Date of the ORS/BURS: **4/28/23**

Amount: **PhP1,076,070.00**