



# PURCHASE ORDER

Benguet Provincial Government  
Capitol, La Trinidad

PGSO FILE

Supplier: **XWORKS SALES AND SERVICES, INC.** PO No.: **2022-03-0132**

Address: #602 NATIONAL LIFE BLDG., SESSION RD, BAGUIO CITY Date: **March 04, 2022**  
Mode of Procurement: **DIRECT CONTRACTING**

TIN: **006-220-822-000** PR No./s: **22-02-0410**

Gentlemen:

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

Place of Delivery: Provincial General Services Office, Capitol, La Trinidad, Benguet Delivery Term: **30 Calendar Days**

Date of Delivery: Kindly inform PGSO your actual delivery 2-3 days before said date. (Tel/fax - 074-422-5753) Payment Term:

Item No.	Stock No.	Unit	Description	Qty	Unit Cost	Amount
1		pc	Drum Cartridge, Fuji Xerox	1	10,500.00	10,500.00
2		pc	Fuser Assembly	1	12,000.00	12,000.00
<b>x-x-x-x-x PASSO x-x-x-x-x</b> <i>for repair of Fujixerox DocuCentre S2520</i>						

COMMISSION ON AUDIT (COA)  
Benguet Province

**MAR 09 2022**

*JS*

Total (Amount in words) **TWENTY-TWO THOUSAND FIVE HUNDRED PESOS ONLY** **22,500.00**

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 on undelivered item/s.

Conforme:

Very truly yours,

*Elvin M. Dela Cruz*  
(Signature over printed name)

**JENNETTE MARIE G. BANGAO**  
Assistant Provincial Administrator  
**MELCHOR D. DICLAS, M.D.**  
Provincial Governor

3/09/22  
(Date)