



PURCHASE ORDER
SENATE OF THE PHILIPPINES
 Entity Name

Supplier: XE FAR ENTERPRISES	P.O. No.: PO-24-04-032
Address: Rm. 64B MMC House Ocampo St. cor. E. Jacinto, Pio Del Pilar, Makati City	Date: 25-April-2024
Tel No.: 8823-7807 / 8804-3431	Mode of Procurement: SHOPPING
TIN: 248-577-919-000	Reference P.R. No.: PR-24-02-067 PAB
	AB No.: AB-24-03-015

Attention : EDGAR D. MIRANDA
 Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

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

Place of Delivery : Rm. 401 Property and Procurement Service SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY	Delivery Term : 7 Working Days
Date of Delivery : _____	Payment Term : Government Terms
	Warranty : --

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	TONER CARTRIDGE, HP 58A Black Original LaserJet Toner Cartridge, CF258A for HP LaserJet Pro M404 Series	1	9,000.00	9,000.00
2	PIECE	TONER CARTRIDGE, HP CF287A (87A) BLACK, ORIGINAL, For HP Laserjet Pro M501DN Printer ----- Nothing Follows -----	1	11,500.00	11,500.00

SENATE OF THE PHILIPPINES
RECEIVED
 APR 30 2024
 BY: _____ TIME: _____
 DEPUTY SECRETARY
 ADMINISTRATIVE AND FINANCIAL SERVICES
 MAY 02 2024
 BY: _____ TIME: 8:58AM
 Property and Procurement Service

RECEIVED
 APR 30 2024
 By: _____ Time: 5:54pm
 Administrative Management Bureau
 04/29/24
 20-2024-04-2953 ₱20,500.00

Senate of the Philippines
 Legislative Accounting Service
RECEIVED
 APR 30 2024
 By: _____ Time: 9:00 AM

Page 1 of 1 **Grand Total: P20,500.00**

(Total amount in words) **Twenty Thousand Five Hundred 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 percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: _____ Very truly yours: **ATTY. ARNEL JOSE S. BAÑAS**
 DEPUTY SECRETARY, ADMINISTRATIVE AND FINANCIAL SERVICES
 Date: _____

Fund Cluster: _____ Funds Available: _____ JUDITH G. JEBULAN Director III, Legislative Accounting Service Signature over Printer Name of Chief Accountant	ORS/BURS No.: _____ Date of the ORS/BURS: _____ Amount: _____
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NOTE: The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: NOTE: PO TYPEWRITTEN BY PPS PER APPROVED ABSTRACT OF BIDS NO. (AB-24-03-015) OPENED ON 4/2/2024 AND PER BAC ADVISORY RE AWARD DTD 4/18/2024

for erizon
 4/25/2024 / 9:25:26AM