



PURCHASE REQUEST

24-0006

Entity Name: Governance Commission for GOCCs

Fund Cluster: 01

Office/Section : <u>AFO</u>		PR No.: _____		Date: <u>10 January 2024</u>	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	Supply and Delivery of Samsung X7400GX, X7600LX, and X4250LX Toners	1		842,000.00
		1. Samsung X7400GX - Part No. SS594A & SS554A			
	Cartridge	CLT-K806S Black	8		
	Cartridge	CLT-C806S Cyan	8		
	Cartridge	CLT-Y806S Yellow	8		
	Cartridge	CLT-M806S Magenta	8		
		2. Samsung X7600LX - Part No. SS729A & SS636A			
	Cartridge	CLT-K806S Black	8		
	Cartridge	CLT-C806S Cyan	8		
	Cartridge	CLT-Y806S Yellow	8		
	Cartridge	CLT-M806S Magenta	8		
		3. Samsung X4250LX - Part No. SS601A, SS561A, SS643A, & SS729A			
	Cartridge	CLT-K808S Black	4		
	Cartridge	CLT-C808S Cyan	4		
	Cartridge	CLT-M808S Magenta	4		
	Cartridge	CLT-Y808S Yellow	4		
		Terms:			
		4. The bidder must provide reseller certificate from the manufacturer			
		5. The bidder must provide authenticity certificate from the manufacturer			
		6. All items should be delivered within fifteen (15) working days upon the receipt of Purchase Order.			
		7. GCG shall be given twenty (20) working days upon submission of complete billing documents for payment processing.			
		Nothing Follows			
					842,000.00
Purpose:		For the procurement of toners to Samsung X7400GX, X7600LX, and X4250LX			
Requested by:		Signature : <u>[Signature]</u>		Approved by: <u>[Signature]</u>	
Printed Name :		Vionne Rochelle D. Asuque		Raul T. Abad	
Designation :		OIC - Chief Administrative Officer - Admin.		Director IV - AFO	

GOVERNANCE COMMISSION FOR GOCCs
 ALLOTTED
 RA No. 11934 Continuing
 Fund Available: (x) General () Special () Trust ()
 Function Project 100010001
 5020201002-0 Office Supplies

GCG PMD Received by: Meilyn Moral
 Receipt date: 11 Jan. 2024