

JOB ORDER
DBM - GPPB-TSO
Entity Name

Supplier : **UBIX CORPORATION**
Address : 1344 Angono Street, Makati City
TIN : 000-171-925-000
J.O. No. : 2018-AFD-010
Date : November 23, 2018
Mode of Procurement : SVP (Sec. 53.9)

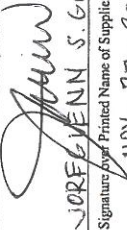
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:


Place of Delivery : Unit 2506, Raffles Corporate Center, F. Ortigas Jr. Rd., Ortigas Center, Pasig City


Date of Delivery : (See description below)

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Unit	<p>Two (2) years Rental of Digital Photocopying Machine</p> <p>Copy Volume Range:</p> <p>a. Copy Volume Range: 25,000 copies/month, with cost at approximately 50 centaves per copy</p> <p>b. Allowable Spoilage: 2%</p> <p>Machine Specifications:</p> <p>a. Network Printing and Scanning, Back to Back Printing, Electronic Sorting, Reverse Automatic Document Feeder (RADF) and in good operating condition; Must be able to perform printing and scanning simultaneously.</p> <p>b. Copies per minute: at least 40 pages per minute</p> <p>c. Machine can be used as a scanner and printer with no additional cost for the needed accessories/programs</p> <p>d. Scanned Document output files must be in TIF/JPEG/JPG and PDF format and can be saved/stored directly to desired location, network PC/Server, with Lightweight Directory Access Protocol (LDAP) Support</p> <p>e. Scan Mode: Scan to FTP, Scan to eMail, Scan to USB, etc.</p> <p>f. Magnification: 25% - 400% reduction/enlargement</p> <p>g. Should be compatible and able to support Windows 7 or higher OS; Able to print documents from MS Office Applications</p> <p>h. Copy resolution: at least 600 x 600 dpi</p> <p>i. Supports User Box Specifications</p> <p>j. Power Requirements: 220 - 240 V / 50 / 60 Hz max. - < 1,560 W (system)</p> <p>k. Must comply with the latest version of the International Energy Star requirements (currently version 2.0 for Imaging Equipment)</p> <p>l. With user instructions for green performance management</p> <p>m. Capable of using recycled content paper without voiding the manufacturer's warranty</p> <p>Maintenance Services:</p> <p>a. Regular inspection and maintenance to keep the photocopying machine in good order;</p> <p>b. Regular supply/delivery of consumables regardless of operating time/number of copies free of charge;</p> <p>c. Replacement of defective parts shall be free of charge;</p> <p>d. On call customer service/technician who shall respond within 8 hours to service calls upon advice of the end-user, and replacement of defective parts within the next 24 hours.</p> <p>e. Availability and delivery of service unit after 48 hours in the event of machine breakdown, with the same machine specifications.</p> <p align="center">*****nothing follows*****</p>	1	300,000.00	300,000.00
(Total Amount in Words) Three Hundred Thousand Pesos					PTP

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 items.

Conforms:  **JOREYENN S. GOLOCO**
Signature over Printed Name of Supplier
NOV. 27, 2018
Date

Very truly yours,
 **ELMIRA S. CRUZ-CAISIDO**
Signature over Printed Name of Authorized Official
Deputy Executive Director IV
Designation

Fund Cluster : _____
Funds Available :  **KRISTINE DALE TORPUZ**
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____