



PROCUREMENT OF TONERS FOR FUJI XEROX MACHINE

1. Item Descriptions and Specifications:

Item Description	Quantity
Toner for Fuji Xerox Machine APIV-C3370R	12 cartridges

2. Terms of Delivery: 30-45 calendar days upon receipt of approved Purchase Order

3. Terms of Payment:

30 days after completed delivery

4. Approved Budget for the Contract:

The approved budget for the contract is **Two Hundred Twelve Thousand One Hundred Sixty Pesos only (P 212,160.00)**, inclusive of all applicable taxes chargeable against the Corporate Operating Budget for CY 2022.

Prepared by


JACKIE LOU M. EUGENIO
Administrative Officer V
Office Services Division

Approved by


ROSEMARIE N. PRINCIPE
Vice President
Facilities and General Services Department