
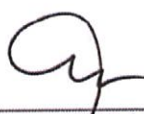





**WORK ORDER**  
**BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)**

Supplier : OTUS COPY SYSTEMS, INC.		W.O. No. : 04-22		
Address : 10/F MG Tower, 75 Shaw Blvd., Mandaluyong City		Date : February 24, 2022		
Email: clairebalaguer@yahoo.com		Mode of Procurement : Negotiated (Small Value Procurement)		
PR No.: 22-019		End-User : BAFE-AFD		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:				
Place of Delivery : BAFE Office, SRA Compound, North Avenue, Quezon City		Delivery Term : FOB Destination		
Date of Delivery : March 1, 2022		Payment Term : 30 WD		
Unit	Description	Quantity	Unit Cost	Amount (Php)
	<b>LEASE OF PHOTOCOPYING MACHINE FOR THE BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE) CY 2022</b>			
page	Lease of Photocopying Machine (2 units x 10 months x 5,000 pages)	100,000	0.70	70,000.00
<b>Grand Total</b>				<b>70,000.00</b> ✓
<b>(Total Amount in Words)</b>		<b>Seventy Thousand Pesos Only</b> ✓		
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,		
 <b>CLAIRE B. JOSEPH</b> Project Support Officer		 <b>ENGR. ARIODLAR C. RICO</b> Director IV, BAFE		
February 28, 2022 Date				
Fund Cluster: Funds Available:		ORS/BURS No. : Date of the ORS/BURS: Amount :		
 <b>MS. PRETCHE JEAN B. LARIDA</b> Accountant III				

CY 2022 current

05-001-02-00008-01

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₱ 100,000.00 earmarked funds