


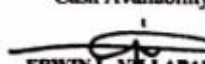

**PURCHASE REQUEST**

LGU: \_\_\_\_\_ Fund: \_\_\_\_\_  
 Department: Mayor's Office PR No.: \_\_\_\_\_ - 3 3 2 0 Date: DEC 2 0 2023<sup>1</sup>  
 Section: BAC FPP: \_\_\_\_\_

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	PC	<b>MULTI-FUNCTIONAL HEAVY-DUTY DIGITAL COPIER                      NETWORK PRINTER &amp; NETWORK COLORED SCANNER                      ECOSYS M4125idn with PF-470</b> Copy/print speed: 25 pages per minute (A4) Scan speed: 50 pages per minute (A4) Colored scan resolution: 600 x 600 d.p.i Print resolution: up to 1,200 x 1,200 dpi CPU speed: ARM Cortex-A9 Dual Core 1.2 GHz Memory: 1 GB R.A.M. With supplier's dealer or distributor certificate from the manufacturer for after-sales service 1 year warranty on parts and 2 years on service. With Reversing Automatic Document Processor (for automatic feeding of original documents) With Duplex Unit for automatic back-to-back copy/print Maximum copy/scan/print size: A3 or 11" x 17" Standard Function: black&white copying, network printing, color network scanning(scan-to-pc/email/USB flash drive memory) Maintenance Kit life: 300,000 copies (Drum Assembly, Fixing Unit Assembly, Developing Unit Assembly, etc.) With Job Separator for automatic separation of copying from printing jobs Two paper cassettes (2 x 500 sheets) and a multi-purpose tray (100 sheets) Functions: Black &White Copying, Black &White Network Printing, and Network Colored Scanning Print-from-USB flash drive memory and Scan-to-USB flash drive memory Touch Panel: 17.78 cm (7 inches) full-color touch panel display Scan-to-e-mail, Scan-to-SMB (Scan-to-PC), Scan-to-FTP Electronic sorting, Automatic paper selection, Automatic zoom Wide zoom range: 25% to 400% Continuous copying: up to 999 Power consumption: Printing=515 W; Ready mode=60 W; Sleep mode=0.5 W	1	Php 180,000.00	Php 180,000.00

Amount in words	One Hundred Eighty Thousand Pesos only	<b>TOTAL</b>	<b>Php 180,000.00</b>
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**Purpose: for use in copying / duplicating of documents in BAC Office**

Requested by: Signature:  Printed Name: <b>ATTY. ACE JELLO C. CONCEPCION</b> Designation: <i>Municipal Mayor</i>	Cash Availability: Signature:  Printed Name: <b>ERWIN L. VILLAPANDO</b> Designation: <i>Municipal Treasurer</i>	Approved by: Signature:  Printed Name: <b>ATTY. ACE JELLO C. CONCEPCION</b> Designation: <i>Municipal Mayor</i>
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