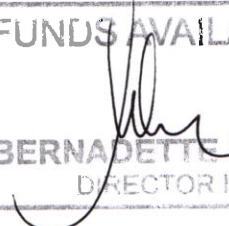


PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
(Agency)

Department: **Case Management Service** PR No. 020-09-124 Date: 29-Sep-2020
Section: SAI No. _____ Date: _____

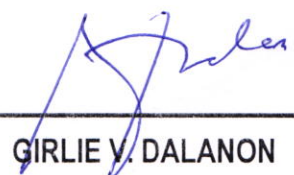
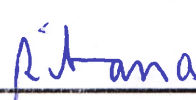
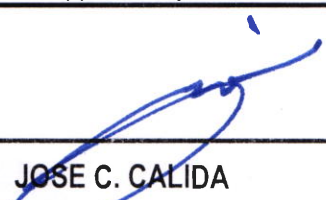
Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
		<p>Supply, Delivery & Installation of:</p> <ul style="list-style-type: none"> - Brand New Ninety-One (91) units Network Ready Monochrome Laser Printer and Seven (7) Network Ready Colored Laser Printer - 364 units of Toner Cartridge (9,200-page yield each at 5% print coverage), 14 pcs of each CMYK toners (56) or 2 sets of CMYK Toner per colored printer, and OEM printing supplies (drum kits, etc.) <p>With one (1) in-house technician who will report to OSG CMS for 8 hours x 5 days per week and will be the single point of contact for customer support</p> <ul style="list-style-type: none"> * Monday-Friday * Eight (8) hours per day <p>The in-house technician shall be assigned as the single point of contact for on-site/end-user support and monitoring of printer machines</p> <p>Attached: Terms of Reference (TOR)</p>		Php 3,500,000.00 (VAT inclusive)	Php 3,500,000.00

FUNDS AVAILABLE:

BERNADETTE M. LIM
DIRECTOR IV

NEP, FY 2021

Amount in Words: **Three Million Five Hundred Thousand Pesos Only** Php **3,500,000.00**

Purpose: **For Public Bidding**

Prepared By:	Recommending Approval:	Approved by:
		
GIRLIE V. DALANON <i>g</i>	ROSALINDA C. IBARRA	JOSE C. CALIDA
Administrative Officer V	Director IV, HRMAS <i>h</i>	Solicitor General