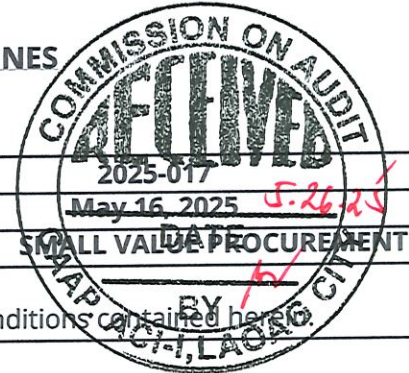


**PURCHASE ORDER**

**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**  
**Laoag International Airport, Laoag City**



Supplier: PHILIPPINE DUPLICATORS, INC. P.O. No.: \_\_\_\_\_  
 Address: Q. Ave., Brgy. II City of San Fernando, La Union Date: May 16, 2025  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:  
 Please furnish this office the following articles subject to the terms and conditions contained hereon.

Place of Delivery: LAOAG INTERNATIONAL AIRPORT & BAGUIO AIRPORT Delivery Term: FOB - Destination  
 Date of Delivery: 7 DAYS AFTER RECEIPT OF PURCHASE ORDER Payment Term: 15 DAYS AFTER DELIVERY

Item No.	Unit	Quantity	Description	Unit Cost	Amount
			> Print from USB/Flash Drive: Supported		
			SCANNER:		
			> Scanning Speed: 80 ppm - via ARDF (200/300 dpi)		
			> Resolution: 100, 200, 300, 400, 600, 1200 dpi (maximum)		
			Note: 1200 dpi scanning is supported only with A5 or smaller paper size		
			> File Formats: Single Page TIFF, Single Page JPEG, Single Page High Compression PDF, Single Page PDF-A, Multi Page TIFF, Multi Page PDF, Multi Page High Compression PDF, Multi Page PDF-A		
			> Scan Modes: Folder, USB		
			> Scan to USB/Flash Drive: Supported		
			WITH FREE:		
			1. 1 crg toner, Black		
			2. 1 crg toner, Cyan		
			3. 1 crg toner, Magenta		
			4. 1 crg toner, Yellow		
			5. 1 piece Cabinet		
			*To be delivered at the New Admin Office of Laoag International Airport		
			B. Technical Specifications of the one (1) unit B/W Copier, Printer & Scanner with Automatic Reverse Document Feeder - RICOH GESTETNER M2701		
			> Features: Print/Scan/Copy		
			> Operation Panel: 4-Line LCD		
			> Warm-up Time: 19 seconds		
			> First Output Speed: 27 ppm		
			> Memory: Standard - 512MB		
			> ARDF Capacity: 50 sheets		
			> Dimensions (WxDxH): 587 x 581 x 639mm		
			> Recommended Paper Size: B6 to A3		
			> Paper Input Capacity: Standard - 500 sheets		
			> Power Source: 220 - 240V 50/60Hz		
			COPIER:		
			> Multiple Copying up to 999 copies		
			> Resolution: 600 dpi		
			> Zoom from 25% to 400% in 1% step		

**PURCHASE ORDER**

**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**  
Laoag International Airport, Laoag City

Supplier: PHILIPPINE DUPLICATORS, INC. P.O. No.: 2025-017  
 Address: Q. Ave., Brgy. II City of San Fernando, La Union Date: May 16, 2025  
 Mode of Procurement: **SMALL VALUE PROCUREMENT**


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


Place of Delivery: LAOAG INTERNATIONAL AIRPORT & BAGUIO AIRPORT Delivery Term: FOB - Destination  
 Date of Delivery: 7 DAYS AFTER RECEIPT OF PURCHASE ORDER Payment Term: 15 DAYS AFTER DELIVERY

Item No.	Unit	Quantity	Description	Unit Cost	Amount
			PRINTER:		
			> Printer Language: Standard - GDI		
			> Print Resolution: 600 x 600 dpi		
			> Network Interface Standard: Ethernet (1000/100/10		
			BASE), usb 2.0 Type B x 1		
			> Mobile Printing Capability: Apple Airprint™, Mopria		
			> Windows® Environments: Windows® 7/8/8.1/10,		
			Windows® Server 2003/2008/2012/2016		
			SCANNER:		
			> Scanning Speed: Mono - 18ipm, Color - 6ipm		
			> Resolution Maximu: 600dpi		
			> Compression Method: MH/MR/MMR, JPEG		
			> File Formats: Single Page TIFF, Multi Page TIFFm		
			Single Page JPEG, Single Page PDF, Multi Page PDF		
			> Scan Modes: Folder, USB		
			With FREE:		
			1. 1 crg toner		
			2. 1 piece cabinet		
			* To be delivered at the Admin Office of Baguio Airport		

(Total Amount in Words) **TWO HUNDRED NINETY-FOUR THOUSAND PESOS ONLY** **Php294,000.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10th) of one percent for every day of delay shall be imposed.

Very truly yours,  
  
**RONALD V. ESTABILLO**  
 (Authorized Official)

Conformed:  
  
**Winnie B. JARDINAN**  
 PHILIPPINE DUPLICATORS, INC.  
 (Signature Over Printed Name)  
05-26-25  
 Date

Funds Available: **WINNIE B. JARDINAN**  
 Accountant III  
 Chief Accountant

Amount: \_\_\_\_\_  
 ALOBS No.: \_\_\_\_\_