



PURCHASE ORDER
WESTERN MINDANAO STATE UNIVERSITY

WMSU-PRO-FR-002.00
Effectivity: Sep. 26, 2023

Supplier : **BXU COPY TRADING & ENT. CORP.**
Address : **Room 200 De Leon Plaza Bldg. Yacapin Velez St.**
Cagayan De Oro City

Tel No. : **0905-260-6801**
TIN : **430-336-589-000**

P.O. No. : **25-215**
Date : **09/10/2025**
P.R No: **25-03-150**
Date :
Mode of Procurement : **Public Bidding**
Performance Bond :

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

Place of Delivery : **WMSU SUPPLY OFFICE**
Date of Delivery : **DEC 10 2025**
Delivery Term : **30 CD**
Payment Term :

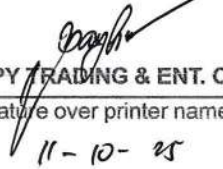
Item No	Item Name	Unit	Qty	Unit Price	Total Price
1	<p>RISOGRAPH</p> <p>Specification:</p> <ul style="list-style-type: none">Print Speed: up to 130 pages per minuteMaster Making Time: Approximately 14 secondsPrinting Resolution: 300 x 600 dpi or betterScanning Resolution: 600 x 600 dpi or betterPaper Size: Up to A3 (310 x 432 mm)Max. Printable Area: 291 x 413 mmPaper Weight Compatibility: 46-157 gsmInk Supply Type: Ink FII Type Black, 1,000 ml/cartridge capacityPaper Feeding Capacity: Up to 1,000 sheets (64 gsm)Paper Receiving Capacity: Up to 1,000 sheets (64 gsm)Control Panel: LCD display with numeric keys and functional buttons <p>Standard Features:</p> <ul style="list-style-type: none">- Zoom: 50% - 200% (1% increments)- Multiple-Up Printing- Book Shadow Erase- Confidential Mode- Ink Saving Mode- Program Mode (up to 10 programs)- Connectivity: USB (Type B), Ethernet <p>Offer: DIGITAL DUPLICATOR BLUE BPS 150</p> <p>SPECIFICATION: SCAN, PRINT, CREATE</p> <p>OPERATION MODE: THERMAL MASTER MAKING, MULTIPLE-UP PRINTING</p> <p>SCAN MODE: DOCUMENT FEED</p> <p>ORIGINAL TYPE: SHEET, TWO IN ONE</p> <p>IMAGE PROCESSING MODE: TEXT/TEXT & PICTURE/NEWS PAPER/PENCIL</p> <p>ORIGINAL SIZE (MIN/MAX): MIN: 90mm x 140mm, MAX: 290mm x 420mm</p> <p>PRINTING AREA MAX: 290mm x 420mm</p> <p>PAPER SIZE (<IN/MAX): 90mm x 150mm, MAX: 310mm x 435mm</p> <p>MASTER MAKING SPEED: 14s (A4 VERTICAL)</p> <p>RESOLUTION: 300 x 600 dpi</p>	unit	1	237,000.00	237,000.00

Page 1 of 2 For : **INCOME GENERATION PROJECT-UNIVERSITY PRESS**

(Amount in words) **Two Hundred Thirty-Seven Thousand Pesos Only** 237,000.00

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

Conforme :


BXU COPY TRADING & ENT. CORP.
(Signature over printer name)
11-10-25
Date


MA. CARLA A. OCHOTORENA, R.N., Ph.D.
UNIVERSITY PRESIDENT **10/10/25**

Funds Available :


CHRISTIANNE DAWN R. SICAT
Chief Accountant

ALOBS : **2025-10-45 - UPKERN**
AMOUNT : **P 237,000**

OCT 24 2025



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Delivery Term : **30 CD**
Payment Term :

Item No	Item Name	Unit	Qty	Unit Price	Total Price
	PRINT REDUCTION RATIO: REDUCTIONS: 71%, 81%, 87%, 94% ENLARGEMENT: 100%, 115%, 122%, 141% FREE ZOOM: 50-200% (1% INCREMENT) PAPER WEITGHT (MIN/MAX): 40 gsm - 210 gsm PAPER FEEDING CAPACITY: 1200 SHEETS (60 gsm) PAPER RECEIVING CAPACITY: 1,200 SHEETS (60gsm) PRINT SPEED: FIVE STEPS VARIABLE (55/70/85/105/120/140 ppm) SCAN DENSITY: VARIABLE (LIGHTER, LIGHT, MIDDLE, DARK, DARKER) MASTER MAKING DENSITY: VARIABLE (LIGHTER, LIGHT, MIDDLE, DARK, DARKER) MASTE EJECT CAPACITY: 20 SHEETS INK SUPPLY: FII TYPE BLACK INK, 100ml CARTRIDGED TYPE STENCIL SUPPLY: AUTOMATICALLY, 90m/ROLL POWER SOURCE: 220V, 50/60Hz RATED INPUT POWER: 120W PAPER FEED SYSTEM: DOUBLE ROLLER FEEDER FEATURES: PC-CONNECTED PRINTING INK-SAVING MODE, PENCIL MODE, NEWSPAPER MODE, PROGRAMMED PRINITNG CONFIDENTIALLY MODE, CODE MODE, CONSUMABLES USED-OUT REMINDER MODE, ENERGY SAVING FUNCTION MODE, ZOOMING MODE, ALIGNMENT MODE, BOOK SHADOW ERASE MODE, RECEIVING MODE, FEEDING MODE 1-YEAR WARRANTY LIFETIME FREE SERVICE WITH MONTHLY REGULAR PREVENTIVE MAINTENANCE FREE KEY OPERATORS TRAINING FREE ONSITE DELIVERY FREE PEDESTAL TABLE PLEASE SEE ATTACHED TECHNICAL SPECIFICATION COMPLIANCE AND PRODUCT BROCHURE DELIVERY PERIOD: WITHIN THIRTY (30) CALENDAR DAYS UPON THE RECEIPT OF NOTICE TO PROCEED				

NOTHING FOLLOWS

Page 2 of 2

For : **INCOME GENERATION PROJECT-UNIVERSITY PRESS**

(Amount in words)

Two Hundred Thirty-Seven Thousand Pesos Only

237,000.00

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

Conforme :

BXU COPY TRADING & ENT. CORP.

(Signature over printer name)

11-10-25

Date

MA. CARLA A. OCHOTORENA, R.N., Ph.D.

UNIVERSITY PRESIDENT

Funds Available :

CHRISTIANNE DAWN R. SICAT

Chief Accountant

ALOBS : **2025-10-45-UPREN**

AMOUNT : **P 237,000.00**

OCT 24 2025



NOTICE TO PROCEED

OCT 27 2025

MR. VINCENT P. NAYHONAN

Branch Manager

BXU TRADING & ENT. CORP.

Gov. Alvarez St., Camino Nuevo, Zamboanga City

Sir:

OCT 27 2025 Pursuant to the to the contract entered into between your company and this office dated **PR 25-03-150 Public Bidding "Procurement of RISOGRAPH for the University Press"**, your company is hereby given the authority to commence delivery on the said project from receipt thereof.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provide in the purchase order and in accordance with the delivery schedule.

Very truly yours,

MA. CARLA A. OCHOTORENA, R.N, Ph.D.
President

Conforme:

Vincent P. Nayhonan
Vincent P. Nayhonan
(Signature Over Printed Name)

Date: _____



NOTICE OF AWARD

19 SEP 2025

BXU COPY TRADING & ENTERPRISES, CORP.

Gov. Alvarez St., Camino Nuevo, Zamboanga City

Madam/Sir:

This is to advise you that your bid dated **June 3, 2025** for **PR 25-03-150; Public Bidding Procurement of PROCUREMENT OF RISOGRAPH FOR THE UNIVERSITY PRESS** with the following Contract Price is hereby accepted:

Object of Bidding	Total Amount in Figures	Amount in Words
1. One (1) unit of RISOGRAPH Specification: . Print Speed: up to 130 pages per minute . Master Making Time: Approximately 14 seconds . Printing Resolution: 300 × 600 dpi or better . Scanning Resolution: 600 × 600 dpi or better . Paper Size: Up to A3 (310 × 432 mm) . Max. Printable Area: 291 × 413 mm . Paper Weight Compatibility: 46-157 gsm . Ink Supply Type: Ink FII Type Black, 1,000 ml/cartridge capacity . Paper Feeding Capacity: Up to 1,000 sheets (64 gsm) . Paper Receiving Capacity: Up to 1,000 sheets (64 gsm) . Control Panel: LCD display with numeric keys and functional buttons . Standard Features: - Zoom: 50% - 200% (1% increments) - Multiple-Up Printing - Book Shadow Erase - Confidential Mode - Ink Saving Mode - Program Mode (up to 10 programs) . Connectivity: USB (Type B), Ethernet	Php 237,000.00	Two Hundred Thirty-Seven Thousand Pesos



**Offer: DIGITAL DUPLICATOR
BLUE BPS 150**
**SPECIFICATION: SCAN,
PRINT, CREATE
OPERATION MODE:
THERMAL MASTER MAKING,
MULTIPLE-UP PRINTING
SCAN MODE: DOCUMENT
FEED
ORIGINAL TYPE: SHEET, TWO
IN ONE
IMAGE PROCESSING MODE:
TEXT/TEXT & PICTURE/NEWS
PAPER/PENCIL
ORIGINAL SIZE (MIN/MAX):
MIN: 90mm x 140mm,
MAX: 290mm x 420mm
PRINTING AREA MAX: 290mm
x 420mm
PAPER SIZE (<IN/MAX): 90mm
x 150mm, MAX: 310mm x 435mm
MASTER MAKING SPEED: 14s
(A4 VERTICAL)
RESOLUTION: 300 x 600 dpi
PRINT REDUCTION RATIO:
REDUCTIONS: 71%, 81%, 87%,
94%
ENLARGEMENT: 100%, 115%,
122%, 141% FREE ZOOM: 50-
200%
(1% INCREMENT)
PAPER WEITGHT (MIN/MAX):
40 gsm - 210 gsm
PAPER FEEDING CAPACITY:
1200 SHEETS (60 gsm)
PAPER RECEIVING
CAPACITY: 1,200 SHEETS
(60gsm)
PRINT SPEED: FIVE STEPS
VARIABLE
(55/70/85/105/120/140 ppm)
SCAN DENSITY: VARIABLE
(LIGHTER, LIGHT, MIDDLE,
DARK,DARKER)
MASTER MAKING DENSITY:
VARIABLE (LIGHTER, LIGHT,
MIDDLE, DARK, DARKER)
MASTE EJECT CAPACITY: 20
SHEETS
INK SUPPLY: FII TYPE BLACK
INK, 100ml CARTRIDGED TYPE
STENCIL SUPPLY:
AUTOMATICALLY, 90m/ROLL**



**POWER SOURCE: 220V,
50/60Hz
RATED INPUT POWER: 120W
PAPER FEED SYSTEM:
DOUBLE ROLLER FEEDER
FEATURES: PC-CONNECTED
PRINTING INK-SAVING MODE,
PENCIL MODE,
NEWSPAPER MODE,
PROGRAMMED PRINTING
CONFIDENTIALITY MODE,
CODE MODE, CONSUMABLES
USED-OUT REMINDER MODE,
ENERGY
SAVING FUNCTION MODE,
ZOOMING MODE,
ALIGNMENT MODE, BOOK
SHADOW ERASE MODE,
RECEIVING MODE, FEEDING
MODE
1-YEAR WARRANTY
LIFETIME FREE SERVICE
WITH MONTHLY REGULAR
PREVENTIVE MAINTENANCE
FREE KEY OPERATORS
TRAINING
FREE ONSITE DELIVERY
FREE PEDESTAL TABLE
PLEASE SEE ATTACHED
TECHNICAL SPECIFICATION
COMPLIANCE
AND PRODUCT BROCHURE
DELIVERY PERIOD: WITHIN
THIRTY (30) CALENDAR DAYS
UPON THE RECEIPT OF
NOTICE TO PROCEED .**

TOTAL CONTRACT PRICE	Php 237,000.00	Two Hundred Thirty-Seven Thousand Pesos Only
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You are hereby required to provide, within ten (10) days from receipt hereof, the Performance Security/ Performance Bond equivalent to the following;

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
b) Bank draft/ guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Five percent (5%)



c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the insurance Commission as authorized to issue such security.	Thirty percent (30%)
d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

Failure to provide the Performance Security shall constitute sufficient ground for the cancellation of the award and forfeiture of the Bid Security.

Very truly yours,

MA. CARLA A. OCHOTORENA, RN., Ph.D.
President

Received by: Ylka Jane T. Rubio
(Signature Over Printed Name)

Date: 09 / 29 / 25