



Republic of the Philippines  
**PROCUREMENT DEPARTMENT**  
 Quezon City Government



PO Number **2110126**

**Purchase Order** Date: NOV 29 2021

Procuring Unit : CITY ACCOUNTING DEPARTMENT	Project Number : ACCOUNTING-21-OE PARTS-590
Company Name : MCARMS TRADING	Mode of Procurement : 53.9
Address : #21 11th Floor Unit 10-C Capitol Plaza Bldg. Matalino St., Cor. Matatag Ext., Central, Quezon City	Resolution No. : 21-A-536
Business Type : Sole Proprietorship Registration #04343025	TIN Number : 432-929-074-000
	Contact Number : 0917-3531844

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD CENTRAL WAREHOUSE Delivery Schedule : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
42	Fuser Unit for Fujixerox DCS2320 / DCS2520	piece	3	19,487.00	58,461.00
43	Pick up roller and retard pad Fujixerox DCS2320 / DCS2520	piece	4	4,550.00	18,200.00
44	Door Switch Cover	piece	2	5,850.00	11,700.00
45	Drum Unit for Fujixerox DCS2320 / DCS2520	piece	2	19,487.00	38,974.00
	***** Nothing Follows *****				

Total Amount : 270,048.80

Total Amount In Words (Pesos): Two Hundred Seventy Thousand Forty Eight Pesos And 80/100 Only

**MA. JOSEFINA G. BELMONTE**  
 City Mayor

*Ma. Carmelle I. Conangan* 12/1/2021  
 Signature Over Printed Name of Supplier / Date

Funds Available:

*Ruby G. Manangu*  
**RUBY G. MANANGU**  
 City Accountant



OBR : 100 - 2021 - 11 - 12458

PR Amount : 270,146.50



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Place of Delivery : CGSD CENTRAL WAREHOUSE

Delivery Schedule : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
22	Drum AR-205DR	piece	1	5,942.00	5,942.00
23	Developer AR-205SD	piece	1	2,568.00	2,568.00
24	Cleaner Blade UCLEZ0009QSZZ SHARP AR-5520D SN: 03064545	piece	1	2,823.00	2,823.00
25	Cam Boss A2 LBOSZ1508FCZZ	piece	1	536.00	536.00
26	Clutch Spring MSPRC0106QSZZ	piece	1	495.00	495.00
27	Clutch Gear NGERH0062QSZZ	piece	1	718.00	718.00
28	Pipe C PPIPP0174FCZZ	piece	1	332.00	332.00
29	Drum AR-205DR	piece	1	5,942.00	5,942.00
30	Developer AR-205SD	piece	1	2,568.00	2,568.00
31	Cleaner Blade UCLEZ0009QSZZ SHARP AR-5620N SN: 33030696	piece	1	2,823.00	2,823.00
32	TC Unit CHLDZ0030US57	piece	1	4,686.50	4,686.50
33	Lamp Unit CREFL0005RS65	piece	1	5,304.00	5,304.00
34	Drum AR-205DR	piece	1	5,942.30	5,942.30
35	Developer AR-205SD	piece	1	2,568.00	2,568.00
36	Cleaner Blade UCLEZ0009QSZZ SHARP AR-5620N SN: 33030426	piece	1	2,823.00	2,823.00
37	Drum AR-205DR	piece	1	5,942.00	5,942.00
38	Developer AR-205SD	piece	1	2,568.00	2,568.00
39	Cleaner Blade UCLEZ0009QSZZ	piece	1	2,823.00	2,823.00
40	Heat Roller NROLI0187QSZZ	piece	1	4,100.00	4,100.00
41	Pressure Roller NROLR0186QSZZ FUJI	piece	1	5,970.00	5,970.00

**MA. JOSEFINA G. BELMONTE**  
 City Mayor

*Ma. Carmille I. Lunenan* 12/1/2021  
 Signature Over Printed Name of Supplier / Date

Funds Available:

*Ruby G. Manangu*  
**RUBY G. MANANGU**  
 City Accountant

OBR :  
 PR Amount : 270,146.50



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	Contact Number : 0917-3531844

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD CENTRAL WAREHOUSE

Delivery Schedule : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	SHARP MX-M5070 SN: 95043768 / Reverse Roller NROLR1796FCZZ	piece	3	4,100.00	12,300.00
2	DSPF Pick Up Roller NROLR1693FCZZ	piece	3	4,100.00	12,300.00
3	PF Roller NROLR1462FCZZ	piece	2	1,639.00	3,278.00
4	SHARP AR-5620N SN: 43021286 / Upper Separate Roller PTME-0039QSZZ	piece	4	475.80	1,903.20
5	Fusing Gear NGERH0221QSZZ	piece	1	495.30	495.30
6	Pressure Roller NROLR0186QSZZ	piece	1	5,970.90	5,970.90
7	Reverse Gate Unit CPLTP0589US51	piece	1	2,823.60	2,823.60
8	Fusing Bearing NBRGP0567FCZZ	piece	2	499.00	998.00
9	Heat Roller NROLI0187QSZZ	piece	1	4,100.00	4,100.00
10	Fixing Plate CPLTM0255QS03	piece	1	1,830.00	1,830.00
11	Drum AR-205DR	piece	1	5,942.00	5,942.00
12	Developer AR-205SD	piece	1	2,568.00	2,568.00
13	Cleaner Blade UCLEZ0009QSZZ	piece	1	2,823.00	2,823.00
14	SHARP AR-5620N SN: 43021376 / Fixing Plate CPLTM0255QS03	piece	1	1,831.00	1,831.00
15	Bearing NBRGY002QSZZ	piece	2	839.00	1,678.00
16	Reverse Gate Unit CPLTP0589US51	piece	1	2,823.00	2,823.00
17	Heat Roller NROLI0187QSZZ	piece	1	4,100.00	4,100.00
18	Pressure Roller NROLR0196QSZZ	piece	1	5,970.00	5,970.00
19	Fusing Bearing NBRGP0567FCZZ	piece	1	536.00	536.00
20	Upper Separate Pawl PTME-0039QSZZ	piece	1	475.00	475.00
21	Fusing Gear NGERH0221QSZZ	piece	1	495.00	495.00

**MA. JOSEFINA G. BELMONTE**  
 City Mayor

*Ma. Conchita I. Conanan*  
**Ma. Conchita I. Conanan** 12/1/2021  
 Signature Over Printed Name of Supplier / Date

Funds Available:

*Ruby G. Manangu*  
**RUBY G. MANANGU**  
 City Accountant

OBR :  
 PR Amount : 270,146.50

**TERMS AND CONDITIONS**

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
2. AWARDEE shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with the schedule, quality and specification of the award and purchase order. Failure by the AWARDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or electronic mail (e-mail) shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the precoding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the delivery period may be extended a maximum of fifteen (15) calendar days under liquidated damages to make good the delivery. Thereafter, if AWARDEE has not completed the
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE. The BAC-Goods and Services shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for its disqualification from future bids of the same items, without prejudice to the imposition of other sanction as prescribed under RA 9184 and its RIRR.
6. When the supplier fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for everyday of delay until such goods/services are finally delivered and accepted by the procuring entity concerned.
7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee its deliveries to be free from defects. Any defective item(s)/product(s), therefore that maybe discovered by the **Quezon City Government** within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTANT DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **Quezon City Government**.
11. All transactions are subject to applicable withholding taxes in accordance with existing BIR rules and regulations.
12. Supplier shall furnish the End-user through the City General Services Department stockroom, the articles, described above;
13. The **Quezon City Government** reserves the right to accept or reject delivered articles if found not in conformity to the specifications, terms and conditions stipulated.
14. Provisions contained in Title VI, Book IV of the Civil Code of the Philippines on Sales are hereby incorporated and made as an Integral part hereof.
15. This contract shall also serve as **Notice to Proceed**, to take effect on DEC 01 2021 and to expire on - DEC 15 2021

CONFORME: *[Signature]*  
Ma. Cora T. F. Conaran  
 SIGNATURE OVER PRINTED NAME

Proprietress  
 IN THE CAPACITY OF

12/1/2021  
 DATE

Duly authorized to sign this Purchase Order for and on behalf of Mcarms Trading  
 COMPANY NAME

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13 SC). Affiants exhibited to me his/her \_\_\_\_\_ with his/her photograph and signature appearing thereon with No. \_\_\_\_\_.

Doc. No. \_\_\_\_\_  
 Page No. \_\_\_\_\_  
 Book No. \_\_\_\_\_  
 Series of \_\_\_\_\_

\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)

**TERMS AND CONDITIONS**

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CONFORME:

Ma. Carmelle L. Cunanan  
SIGNATURE OVER PRINTED NAME

Proprietors  
IN THE CAPACITY OF

12/1/2021  
DATE

Duly authorized to sign this Purchase Order for and on behalf of McCarms Trading  
COMPANY NAME

SUBSCRIBED AND SWORN to before me this \_\_\_ day of \_\_\_, \_\_\_ at \_\_\_, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her \_\_\_\_\_ with his/her photograph and signature appearing thereon with No. \_\_\_\_\_.

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CONFORME:

Ma. Carmille I. Curanan  
SIGNATURE OVER PRINTED NAME

Proprietor  
IN THE CAPACITY OF

12/1/2021  
DATE

Duly authorized to sign this Purchase Order for and on behalf of Mearns Trading  
COMPANY NAME

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of \_\_\_, \_\_\_ at \_\_\_\_\_, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her \_\_\_\_\_ with his/her photograph and signature appearing thereon with No. \_\_\_\_\_.

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