

11/01/2



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2112061**

Purchase Order Date: **DEC 27 2021**

Procuring Unit : CITY ADMINISTRATOR'S OFFICE	PR Number : CAO-21-OS-447B
Company Name : IMPERIUM MARKETING CORP.	Mode of Procurement : Shopping 52.1b
Address : 24B Siffu Street, NIA Village, Sauyo, Quezon City	Resolution No. : 21-A-687
Business Type : Corporation Registration #CS20200000686	TIN Number : 769-488-263-000
	Contact Number : 7910-3750

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
23	Flask Drive, 16GB USB 2.0 , white or black, Cruzler glide, slim	piece	130	350.00	45,500.00
24	Whiteboard/Corkboard combo, 36 inches x 24 inches, magnetic	piece	7	4,500.00	31,500.00
25	External Hard Drive-1 TB slim type, w/backup plus Data transfer 640MBps (5GBps), USB 3.0 interface plug & play, Operating System Windows 10,8,7 ***** Nothing Follows *****	unit	12	4,442.00	53,304.00

Total Amount : 497,601.00

Total Amount In Words (Pesos): Four Hundred Ninety Seven Thousand Six Hundred One Pesos Only


MA. JOSEFINA G. BELMONTE
 City Mayor


EMMA H. VILLANUEVA
 Signature Over Printed Name of Supplier / Date **12/29/2021**

Funds Available:


RUBY G. MANANGU
 City Accountant



OBR : **no. 2021. 12. 14953**
PR Amount : 500,231.00

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 preceding 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 29 2021 and to expire on JAN 13 2022

CONFORME:

EMMA H. VILLANUEVA
SIGNATURE OVER PRINTED NAME

PRESIDENT
IN THE CAPACITY OF

12/29/2021
DATE

Duly authorized to sign this Purchase Order for and on behalf of IMPERIUM MARKETING CORP.
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)



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Place of Delivery : CGSD Central Warehouse
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	A4 Multicopy paper 210mmx297mm 80gsm	ream	440	178.00	78,320.00
2	Long Multicopy paper 216mmx330mm 80gsm	ream	700	195.00	136,500.00
3	Pencil No.2, 12pcs/box	box	20	130.00	2,600.00
4	Scissors, symmetrical, stainless steel blade, 185mm long	pair	100	120.00	12,000.00
5	Ballpen, blue ink, round stick EZ 1.0mm, 60/box	box	6	957.00	5,742.00
6	Sign pen V-10, Hi-techpoint Blue	piece	275	120.00	33,000.00
7	Sign pen V-10, Hi-techpoint Black	piece	150	120.00	18,000.00
8	Fastener- metal 70mm between prongs,50sets/box	box	200	50.00	10,000.00
9	Paper board and Long 8.5 inches x 13 inches 200GSM, 10 sheets assorted color	piece	15	42.00	630.00
10	Photo Paper A4 230gsm x 205, Inkjet, Hi-gloss, 10 sheets/ bundle	ream	10	240.00	2,400.00
11	Paper Clips, assorted color, 33mm	box	200	21.00	4,200.00
12	Vinyl coated paper clips 50	box	200	56.00	11,200.00
13	Staple wire No. 35 26/6	box	250	35.00	8,750.00
14	Stapler with Staple Remover- 16mm bullet, Dim: 12x4x4cm	piece	30	180.00	5,400.00
15	Tape Dispenser, Heavy Duty TD 2031, 1"	piece	15	183.00	2,745.00
16	Rubberband, flat brown 350gms	box	50	280.00	14,000.00
17	Rollerball pen, V5 Hi-Techpoint Red 0.5	piece	30	90.00	2,700.00
18	Ballpen M# 150604 Medium-black, 0.5mm, smear proof	piece	100	22.00	2,200.00
19	Post-it page marker 670-5AN 5 colors 1 /2x2	piece	50	75.00	3,750.00
20	Post-it Note 654 100's Yellow 3x3	piece	50	85.00	4,250.00
21	Highlighter Marking Pen 3pcs/set	set	20	165.00	3,300.00
22	Desk Tray , 2 layers, white,metal,34x26x6cm	piece	10	561.00	5,610.00

MA. JOSEFINA G. BELMONTE
 City Mayor

Emilia
EMMA H. VILLANUEVA 12/29/2021
 Signature Over Printed Name of Supplier / Date

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Ruby
RUBY G. MANANGU
 City Accountant

OBR :
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IN THE CAPACITY OF

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DATE

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COMPANY NAME

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