



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



PO Number **2104006**

**Purchase Order** Date: **APR 19 2021**

Procuring Unit	: NOVALICHES DISTRICT HOSPITAL	PR Number	: GF-21-03-00195
Company Name	: SYNAPSE TRADING	Mode of Procurement	: Negotiated 53.2
Address	: B6 L6 Phase F, F. Homes, San Jose Del Monte, Bulacan	Resolution No.	: 21-A-162
Business Type	: Sole Proprietorship Registration #04713668	TIN Number	: 205-322-523-000
		Contact Number	: (044) 307-0209

Sir/Madam:

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

Place of Delivery : Novaliches District Hospital

Delivery Schedule : 30 Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
25	Ventilator Bacterial Filter, fits all CPAP BPAP	pc	5	2,500.00	12,500.00
26	Bouffant Surgical Hair Cap (disposable), 45cm (circumference), stretchable, color blue, 100's/pack	pack	850	200.00	170,000.00
27	Disposable Shoe Cover, 60cmx40cmx45cm, blue, 100's/pack	pack	550	390.00	214,500.00
28	Disposable Surgical Gown, color light blue, polyester, 160 - 180 cm	pc	299	200.00	59,800.00
29	Disinfectant Tablet, 2.5g, broad spectrum disinfectant	bot	370	3,640.00	1,346,800.00
30	Bleaching Disinfectant Liquid, 5liters/gal	gal	300	350.00	105,000.00
	***** Nothing Follows *****				

**Total Amount : 5,143,525.00**

Total Amount In Words (Pesos): Five Million One Hundred Forty-Three Thousand Five Hundred Twenty-Five Pesos Only

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

*HOLY JOSE P. GUTING* APRIL 19, 2021  
Signature Over Printed Name of Supplier / Date

Funds Available:

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



OBR : 100 - 2021 - 04 - 02431

PR Amount : 5,144,718.90



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Delivery Schedule : 30 Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Ventilator Tubings (Adult) Dual limb with water trap	pc	50	949.00	47,450.00
2	Ventilator Tubings (Pedia) Dual limb water trap	pc	40	949.00	37,960.00
3	Ventilator Tubings (Neonatal) Dual limb with water trap	pc	50	949.00	47,450.00
4	Bacterial Filter additional accessories for ventilator	pc	100	150.00	15,000.00
5	Surgical Tape ,1inch 12's/ box white color, micropore	box	10	400.00	4,000.00
6	Nasal Canula, Term (Pedia)	pc	20	60.00	1,200.00
7	Anti-microbial handwash and antiseptic soap, 5liters/gal	gal	563	1,275.00	717,825.00
8	Alcohol, Isopropyl 70%, 5liters/gal	gal	530	455.00	241,150.00
9	N95 Face Mask	pc	4,047	120.00	485,640.00
10	Examination gloves, latex, large, 100's/box	box	600	362.00	217,200.00
11	Chromic, 2.0 atraumatic, 12's/box	box	15	2,450.00	36,750.00
12	Chromic, 1.0 atraumatic, 12's/box	box	10	3,430.00	34,300.00
13	Disposable Syringe w/needle, 1cc (tuberculin), 100's/box	box	100	885.00	88,500.00
14	Disposable Syringe w/needle, 2.5/3cc, 100's/box	box	200	358.00	71,600.00
15	Disposable Syringe w/needle, 5cc, 100's/box	box	10	700.00	7,000.00
16	Disposable Syringe w/ needle, 10cc, 100's/box	box	40	850.00	34,000.00
17	Exam Gloves ( non-sterile), 100's/box, latex medium	box	1,129	300.00	338,700.00
18	Leukoplast, 1 Inch, 10's/box	box	15	1,320.00	19,800.00
19	Micropore Tape 1 inch, 12's/box	box	50	420.00	21,000.00
20	Soluset, 60 microdrop/ml, single-use only 215cm tube length	pc	100	357.50	35,750.00
21	Surgical Gauze Mesh, 28" x 24" x 36", 10yards/roll	roll	100	1,560.00	156,000.00
22	Surgical Gloves, s.7.5, 50s/box	box	317	1,250.00	396,250.00
23	Surgical Gloves 6.5, 50's/box	box	140	1,250.00	175,000.00
24	Transpore, 1-inch, 3m/roll (12's/box)	box	10	540.00	5,400.00

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

*Italy Gutierrez*  
Signature Over Printed Name of Supplier / Date **APRIL 19, 2021**

Funds Available:

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

OBR : 100 - 2021 - 04 - 02931

PR Amount : 5,144,718.90



### 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. AWARDDEE 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 AWARDDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDDEE and for re-awarding the item(s) to the ALTERNATE AWARDDEE.
  3. AWARDDEE 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 AWARDDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDDEES shall be precluded from proposing or submitting a substitute sample.
  4. Subject to the provisions of the preceding paragraph, where AWARDDEE 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 AWARDDEE 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 AWARDDEE. 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 AWARDDEE. Refusal by the DEFAULTING AWARDDEE 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 APR 19 2021 and to expire on - MAY 19 2021.
- CONFORME: JOY GUNING AUTHORIZED REPRESENTATIVE APRIL 19, 2021  
SIGNATURE OVER PRINTED NAME IN THE CAPACITY OF DATE
- Duly authorized to sign this Purchase Order for and on behalf of SYNABE 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)**

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CONFORME

HOLY ~~BY~~ GIVING

SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE

IN THE CAPACITY OF

APRIL 19, 2021

DATE \_\_\_\_\_

Duly authorized to sign this Purchase Order for and on behalf of

## SUMMARY

## TRAPPING

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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Page No. 67  
Book No. 581  
Series of 2021

ATTY. MARK JOSEPH E. MARCELO  
Notary Public  
Room 405, Security Bank Building.  
Mataling St., Quezon City  
Adm. Matter No NP-103

Attorney's Roll No. 69314  
IBP Lifetime No. 016606, Quezon City Chapter  
PTR No. 0699739, 01/08/2021 Quezon City  
MCLE Compliance No. VI-0026095

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