



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



PO Number **2112084**

**Purchase Order** Date: **DEC 27 2021**

Procuring Unit : QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES  
Company Name : **IJM ENTERPRISES & SERVICES, INC.**  
Address : **#39 Peso St., Phase 8 North Fairview, Quezon City**  
Business Type : **Corporation Registration #CS201011617**  
Project Number : **QCCCD-21-JS-831B**  
Mode of Procurement : **Shopping 52.1(b)**  
Resolution No. : **21-A-703**  
TIN Number : **007-826-193-000**  
Contact Number : **09088110807**

**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
24	Trashbag, GPP specs, black, 940mmx1016mm	pack	5	134.60	673.00
25	Trashbag, yellow	pack	5	181.70	908.50
26	Wastebasket, non-rigid plastic	piece	9	27.96	251.64
27	Toilet bowl brush: plastic durable with handle, different sizes and colors,	piece	10	180.00	1,800.00
28	Rubber gloves, materials nitrile, thickness 4mil, color any, size medium size 8, acid/solvent resistant	pair	12	196.91	2,362.92
29	Rubber Gloves Latex Kitchen Long	pair	12	32.76	393.12
30	Kitchen self plastic cupload with lid drain dish rack	unit	3	532.00	1,596.00
***** Nothing Follows *****					

**Total Amount : 81,580.38**

**Total Amount In Words (Pesos):** Eighty One Thousand Five Hundred Eighty Pesos And 38/100 Only

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

*Maria Lourdes Leonor P. Hollero* Dec. 29, 2021  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant



**OBR :** 160 - 2021 - 12 - 15582

**PR Amount :** 81,586.33

## 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 DEC 29 2021 and to expire on - JAN 13 2022.

CONFORME:

Maria Lourdes Leonor B. Herrera  
SIGNATURE OVER PRINTED NAME

Corporate secretary  
IN THE CAPACITY OF

Dec. 29, 2021  
DATE

Duly authorized to sign this Purchase Order for and on behalf of IJM Enterprises and Services Inc.  
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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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Alcohol, ethyl, 70% solution, scented, 3.785 liters	bottle	30	457.60	13,728.00
2	Alcohol, isopropyl, 70% solution, scented, 3.785 liters	bottle	27	455.00	12,285.00
3	Detergent Powder, all purpose, 1kg/pack	pack	50	37.43	1,871.50
4	Bleaching Liquid Disinfectant, Stain Removal, Deodorizing Disinfectant, 1 gallon per bottle	bottle	60	269.00	16,140.00
5	Rags, all cotton, 32pcs/kilo/bundle, min.	bundle	5	53.82	269.10
6	Air freshener, aerosol, 280 ml/can	can	14	90.22	1,263.08
7	Disinfectant spray, aerosol type, 400-550 gms.	can	40	128.96	5,158.40
8	Insecticide, aerosol type, net content 600 ml.	can	12	139.36	1,672.32
9	Furniture Cleaner, aerosol type, 300ml min. per can	can	12	115.53	1,386.36
10	Mop Head, made of rayon, weight: 400 grams min.	piece	24	123.76	2,970.24
11	Mophandle, heavy duty, aluminum, screw type	piece	9	145.60	1,310.40
12	Cleaner, Toilet Bowl and Urinal, 900ml-1000ml capacity	bottle	24	41.60	998.40
13	Dust Pan, non-rigid plastic, w/ detachable handle	piece	6	24.83	148.98
14	Broom, Soft tambo	piece	9	136.24	1,226.16
15	Broom, ting-ting	piece	6	18.20	109.20
16	Toilet Plunger	piece	3	46.80	140.40
17	Toilet Tissue Paper, 2-ply, 100% recycled	pack	30	87.40	2,622.00
18	Tissue, interfolded paper towel	pack	36	34.84	1,254.24
19	Scouring Pad, 5 pieces per pack	pack	18	107.12	1,928.16
20	Dishwashing sponge double sided, 10 pcs/pack	pack	3	114.66	343.98
21	Toilet deo cake, deodorizer/moth proofer 50 gms, 3 pcs/pack	pack	54	91.26	4,928.04
22	Hand Soap, Liquid, 500ml	bottle	12	102.96	1,235.52
23	Hand Sanitizer, 500 ml	bottle	4	151.43	605.72

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

*Maria Lourdes Leonard B. Hollero*  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

**OBR :**

**PR Amount :** 81,586.33

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CONFORME:

Maria Lourdes Leonor B. Hollero

SIGNATURE OVER PRINTED NAME

Corporate Secretary

IN THE CAPACITY OF

Dec. 29, 2021

DATE

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

Corporate Secretary

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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