



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



PO Number **2112139**

Purchase Order Date: **JAN 21 2022**

Procuring Unit : SCHOOLS DIVISION OFFICE

Project Number :SDO-21-OE-774

Company Name : DREIANNE ENTERPRISES

Mode of Procurement :Public Bidding

Address : Unit 10-C 11th Floor Capitol Plaza, Matatag St., Quezon City

Resolution No. :21-PB-440

Business Type : Sole Proprietorship Registration #205033533

TIN Number :125-592-501-000

Contact Number :509-3083

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 : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
2	Photocopier Machine - Sharp Max Copying Speed: up to 22ppm Max Copying Resolution: up to 600x600dpi Print Area: 289mm x 412 mm Maximum Documents: Enlargement 200% Maximum Documents: Reduction 50% Standard Tray Capacity: 350 Sheets AC 100-240 Volts, 10.0 – 5.0 A, 50-60 Hz Copy from Platen: 7.2 seconds or less Print: 14 seconds or less Capacity (75 gsm paper): 1:250 sheets; Standard Tray 5: 100 sheets; Optional One Tray Module (Tray 2): 500 sheets; Optional Two Tray Module (Tray 3 and 4): 500 sheets each; Maximum 1,850 sheets (Trays 1-4) Sides: 1:1, 1:2, 2:1, 2:2 Copy Features: Reduce/Enlarge, N-up, ID card Copy, Light/Darken, Auto Rotation, Toner Save Sizes: Standard selectable sizes: B5 to A3, Custom sizes: 98 to 432mm, 127 to 297mm Paper Weights: Tray 1:60 to 90 gsm; Tray 5 is standard 60 to 216 gsm	Unit	2	105,000.00	210,000.00
3	Pocket Wifi - D-Link Network: 4G/HSPA/HSPA+/LTE Sim Card: 4G/LTE Can Support up to 5 Wifi Users  ***** Nothing Follows *****	Unit	9	6,456.44	58,107.96

Total Amount : 498,107.96

Total Amount In Words (Pesos): Four Hundred Ninety Eight Thousand One Hundred Seven Pesos And 96/100 Only

MA. JOSEFINA G. BELMONTE  
City Mayor

ARWALDO V. CUNANAN 1-27-22  
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU  
City Accountant



OBR : 100 - 2021 - 12 - 16458  
PR Amount : 544,000.00



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Company Name : **DREIANNE ENTERPRISES**  
Address : **Unit 10-C 11th Floor Capitol Plaza, Matatag St., Quezon City**  
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Duplicator Machine - Riso - High Speed Digital Master making paper supply - Capacity 1,000 sheets paper receive capacity 800 sheets print paper weight 14 lbs. Image process Mode Line - Photo, Line, Duo, Pencil -Duo resolution scanning 300x300 dpi printing area maximum 9.9 inches x 14 inches -AC 100-240 Volts, 10.0-5.0 A, 50-60Hz Original Size: 182mm x 257mm – 257mm x 364mm Original Paper Weight: 50g/m2 - 107g/m2 Power Supply Capacity: 500 Sheets (64g/m2) Print Area (Max): 249mm x 352mm Master Making Time (for A4/Portrait/100% reproduction ratio): Approx. 48 seconds Reproduction Ratio: Preset Enlargements: 141%, 122%, 116% Preset Reductions: 94%, 87%, 82%, 71% Print Speed: 60ppm, 90ppm, Print Position Adjustment: Vertical: ± 10mm, Horizontal: ± 10mm, Weight: Approx. 52 Kgs. Ink Supply: Full Automatic (800ml per cartridge) Master Supply: Full Automatic (approx. 100 sheets per roll) Option: PC Interface Card USB 2.0 Sound Level (90 ppm at operating position): Less than 70dB Power Consumption: Max 110W During Stand by: 13W When in use: 1250 mm x 655 mm x 510 mm, When in storage: 600 mm x 655 mm x 500 mm	Unit	1	230,000.00	230,000.00

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

**ARNALDO V. WIDANAN** 1-27-22  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR :**  
**PR Amount : 544,000.00**

## 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 JAN 27 2022 and to expire on - FEB 26 2022

CONFORME:

ARNALDO V. WANANAN

SIGNATURE OVER PRINTED NAME

PROPRIETOR

IN THE CAPACITY OF

1-27-2022

DATE

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

ARNALDO V. UNANAN

SIGNATURE OVER PRINTED NAME

PROPRIETOR

IN THE CAPACITY OF

1-27-2022

DATE

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