



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



PO Number **2205026**

Purchase Order Date: **MAY 27 2022**

Procuring Unit	: DEPARTMENT OF ENGINEERING	Project Number	:ENGINEERING-22-OESC-411
Company Name	: LVA TRADING AND CONSTRUCTION	Mode of Procurement	:Public Bidding
Address	: 6 West Road, Bagong Lipunan ng Crame, Quezon City	Resolution No.	:22-PB-157
Business Type	: Sole Proprietorship Registration #04829479	TIN Number	:109-748-945-000
		Contact Number	:09065726448

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
21	Ink Cartridge - HP72 - C9371A Cyan 130ml , High Yield , Original	cart	12	5,250.00	63,000.00
22	Ink Cartridge - HP72 - C9372A Magenta 130ml , High Yield , Original	cart	12	5,250.00	63,000.00
23	Ink Cartridge - HP72 - C9373A Yellow 130ml , High Yield , Original	cart	12	5,250.00	63,000.00
24	Ink Cartridge - HP72 - C9374A Gray 130ml , High Yield , Original	cart	12	5,250.00	63,000.00
25	Toner Cartridge - MX-315FT for Sharp PhotoCopier/Scanner	cart	24	3,250.00	78,000.00
26	Ink Cartridge - HP712 - Magenta, 29ml	cart	8	3,154.00	25,232.00
27	Ink Cartridge - HP712 - Cyan, 29ml	cart	8	2,600.00	20,800.00
28	Ink Cartridge - HP712 - Yellow, 29ml	cart	8	2,607.00	20,856.00
29	Ink Cartridge - HP712 - Black, 38ml	cart	9	3,114.00	28,026.00
30	Ink Cartridge - Designjet Ink Cartridge - HP728, Cyan, 130ml, original	cart	2	7,800.00	15,600.00
31	Ink Cartridge - Designjet Ink Cartridge - HP728, Magenta, 130ml, original	cart	2	7,800.00	15,600.00
32	Ink Cartridge - Designjet Ink Cartridge - HP728, Yellow, 130ml, original	cart	2	7,800.00	15,600.00
33	Ink Cartridge - Designjet Ink Cartridge - HP728, Matte Black, 300ml, original	cart	4	13,400.00	53,600.00

\*\*\*\*\* Nothing Follows \*\*\*\*\*

Total Amount : 2,831,134.00

Total Amount In Words (Pesos): Two Million Eight Hundred Thirty-One Thousand One Hundred Thirty-Four Pesos Only

MA. JOSEFINA G. BELMONTE  
City Mayor



*Wazviminda W. Aguilera*  
Signature Over Printed Name of Supplier / Date **6/6/2022**

Funds Available:

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

OBR : 100 - 2022 - 05 - 05516

Approved Budget for the Contract : 2,846,014.00



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



PO Number **2205026**

Purchase Order Date: **MAY 27 2022**

Procuring Unit	: DEPARTMENT OF ENGINEERING	Project Number	:ENGINEERING-22-OESC-411
Company Name	: LVA TRADING AND CONSTRUCTION	Mode of Procurement	:Public Bidding
Address	: 6 West Road, Bagong Lipunan ng Crame, Quezon City	Resolution No.	:22-PB-157
Business Type	: Sole Proprietorship Registration #04829479	TIN Number	:109-748-945-000
		Contact Number	:09065726448

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
1	Continuous Ink - Six (6) bottles per set, 70ml per bottle, (T6731 Black; T6732 Cyan; T6733 Magenta; T6734 Yellow; T6735 Light Cyan; T6736 Light Magenta)	sets	132	4,020.00	530,640.00
2	Ink Cartridge - T6731 Black, 70 ml	cart.	100	650.00	65,000.00
3	Ink Cartridge - epson, C13T664200 (T6642) cyan	cart.	76	360.00	27,360.00
4	Ink Cartridge - epson, C13T664300 (T6643) magenta	cart.	76	360.00	27,360.00
5	Ink Cartridge - epson, C13T664100 (T6641), Black	cart.	126	330.00	41,580.00
6	Ink Cartridge - epson, C13T664400 (T6644) yellow	cart.	76	360.00	27,360.00
7	Ink Cartridge - HP DeskJet Ink Advantage, 680 Black	cart.	16	675.00	10,800.00
8	Ink Cartridge - HP DeskJet Ink Advantage, 680 Tri Color	cart.	16	675.00	10,800.00
9	Ink Bottle - Epson 003, Black	bottles	144	330.00	47,520.00
10	Ink Bottle - Epson 003, Cyan	bottles	72	350.00	25,200.00
11	Ink Bottle - Epson 003, Magenta	bottles	72	350.00	25,200.00
12	Ink Bottle - Epson 003, Yellow	bottles	72	350.00	25,200.00
13	Ink for RISO - for RISO CV1200	tubes	12	2,400.00	28,800.00
14	Toner Cartridge - Black, Fuji Xerox DocuCentre SC2020, S/No. 196512	cart.	24	6,000.00	144,000.00
15	Toner Cartridge - Cyan, Fuji Xerox DocuCentre SC2020, S/No. 196512	cart.	12	7,000.00	84,000.00
16	Toner Cartridge - Magenta, Fuji Xerox DocuCentre SC2020, S/No. 196512	cart.	12	7,000.00	84,000.00
17	Toner Cartridge - Yellow, Fuji Xerox DocuCentre SC2020, S/No. 196512	cart.	12	7,000.00	84,000.00
18	Toner Cartridge - Copier Machine - Fuji Xerox S2011/S2320/S2520, Black Toner High Yield	cart.	99	9,000.00	891,000.00
19	Ink Cartridge - Black, HP 72 C9403A Matte Black, 130 ml, high yield, original	cart	12	5,250.00	63,000.00
20	Ink Cartridge - HP 72 C9370A Photo Black, 130 ml, high yield, original	cart	12	5,250.00	63,000.00

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

**MARVIN DA VILA** 6/6/2022  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100 - 2022 - 05 - 05576

Approved Budget for the Contract : 2,846,014.00

### 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. 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 JUN 06 2022 and to expire on - JUL 06 2022

CONFORME:

SIGNATURE OVER PRINTED NAME

IN THE CAPACITY OF

DATE

Duly authorized to sign this Purchase Order for and on behalf of LVA TRADING & CONST  
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

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 JUN 06 2022 and to expire on - JUL 06 2022

CONFORME:

WILMINDA J. AGUIA  
SIGNATURE OVER PRINTED NAME

GEN. MANAGER  
IN THE CAPACITY OF

6/6/2022  
DATE

Duly authorized to sign this Purchase Order for and on behalf of LVA TRADING & CONST.  
COMPANY NAME

SUBSCRIBED AND SWORN to before me this JUN 06 2022 at QUEZON CITY, 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. 138  
Page No. 38  
Book No. 1  
Series of 2022

ATTY. ARL P. LIM  
Notary Public for Quezon City  
Notarial Commission: NP-178: 7/14/21 to 12/31/22  
Roll No. 65268  
PTR No. 2445159: 1-5-22  
IBP OR No. 197140: 1-7-22  
MCLE Compliance No. 6-0026861  
TIN: 329-392-954-000

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