



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



PO Number **2205057**

Purchase Order Date: **MAY 26 2022**

Procuring Unit	: DEPARTMENT OF ENGINEERING	Project Number	: ENGINEERING-22-OE-404
Company Name	: NOBEL'S GENERAL MERCHANDISE	Mode of Procurement	: 53.9
Address	: 10-B Col. Salgado St., Brgy. West Kamias, Quezon City	Resolution No.	: 22-A-098
Business Type	: Sole Proprietorship Registration #2838527	TIN Number	: 209-477-109-000
		Contact Number	: 8426-3785

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
	Feeder:Original Size- Max: A3, 11 x 7" ,Min-A5, Paper Weight-38 to 128 gsm (In duplex 50 to 128 gsm), Capacity: 110 sheets, Scan Speed: Copy-B/W 23 sheets/minute (A4 LEF Simplex), Scan- B/W:23 sheets/minute, Colour:23 sheets/minute Standard Paper (A4 LEF), 200 dpi, using TWAIN driver (USB), Service Warranty: Lifetime Free Service Warranty, which includes regular preventive maintenance. ***** Nothing Follows *****				

Total Amount : 120,500.00

Total Amount In Words (Pesos): One Hundred Twenty Thousand Five Hundred Pesos Only

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

Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant



OBR : 100-2022-05-05911

Approved Budget for the Contract : 181,974.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Photo Copying Machine - FujiXerox Type: Desktop, Memory capacity:265MB (max:256 MB), Scan Resolution: 600 x 600 dpi, Printing Resolution: 600 x 600 dpi, Warm up time: 18 seconds or less (at room temperature 23°C), Original Size: Maximum of A3, 11 x 17" for both sheet and book, Paper Size: Max A3, 11 x 17", Min A5, Image loss width Lead edge 5.5 mm, Trail edge 6.0 mm, Right/Left edge 5.5 mm, Paper Weigh : Paper Tray 60 to 90 gsm, Bypass Tray 60 to 216 gsm, First Copy Output Time: 7.4 sec (A4 LEF) Continuous Copy Speed±A4 LEF/B5 LEF: 21 sheets/minute, B5: 12 sheets/minute, A4: 15 sheets/minute, B4: 12 sheets/minute, A3: 10 sheets/minute, Paper Tray Capacity: Standard 250 sheets x 1 tray + bypass Tray 100 sheets, Optional One Tray Module 500 sheets, Max 850 sheets (Standard plus one tray module), Output Tray Capacity: 250 sheets (A4 LEF), Power Supply: AC220-240V +/- 10% , 6 A, 50/60 Hz commonMaximum Power Consumption: 1.3 kW (Ac220V +/- 10%), 1.4 kW (AC240V +/- 10%) Sleep Mode: 2.0 W (AC220V), Ready Mode:71 W (AC220V), Dimensions: W 595 x D 580 x H 568 mm, Weigh: 32 kg, Type: Built in type, Continuous Print Speed: Same as the Basic Specifications/Copy Function, Printing Resolution:600x600 dpi, Page Description Language: HBPL (Host Based Print Language), Supported Operating System: Windows 10 (32bit): Windows Server 2016 (64bit), Windows 10 (64bit): Windows Server 2012 R2 (64bit), Windows 8.1 (32bit): Windows Server 2012 (64bit), Windows 8.1 (64bit): Windows Server 2008 R2 (64bit), Windows 7 (32bit): Windows Server 2008 (32bit), Windows 7 (64bit): Windows Server 2008 (64bit), Interface: Ethernet 100BASE-TX/10BASE-T, USB 2.0, Scan Function: Type - Color Scanner, Scan Resolution - 600 x 600 dpi, 400 x 400 dpi, 300 x 300 dpi, 200 x 200 dpi, Scan Speed: Same as the "Scan Speed" for the duplex automatic document feeder, Interface: Same as the Print Function, Duplex Automatic Document	unit	2	60,250.00	120,500.00

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

Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100 - 2022 - 05 - 05911

Approved Budget for the Contract : 181,974.00

## 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 JUN 02 2022 and to expire on - JUL 02 2022

CONFORME:

Leonor A. Salas  
SIGNATURE OVER PRINTED NAME

ROBERTO GEN. MOSE  
IN THE CAPACITY OF

6/12/2022  
DATE

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

Leonard A. Pater  
SIGNATURE OVER PRINTED NAME

ROBERT S. GEN. MOSE  
IN THE CAPACITY OF

6/2/2022  
DATE

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