Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government

QUEZON CITY
Great.Green.Growing.

PO Number **2205073**

Purchase Order

Date: JUN 20 2022

Procuring Unit	: OFFICE OF THE VICE MAYOR	Project Number	:OVM-22-OE-091
Company Name	: E.N.L. TRADING	Mode of Procurement	:Public Bidding
Address	: Lot 5 Block 14 Goodwill Homes II, Bagbag 5, Quezon City	Resolution No.	:22-PB-161
Business Type	: Sole Proprietorship Registration #05457046	TIN Number	:290-954-554-000
		Contact Number	:09396181000

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	ALL-IN-ONE DESKTOP COMPUTER - Dell Processor: 10th Gen Intel core i7-1165 or its equivalent benchmark processor 8GB DDR4/256GB SSD + 1TB HDD Graphics: 2GB Memory: 16GB OS: Windows 10 Pro With Licensed MS Office Student 2019 installer 23.8inches screen With wired mouse and keyboard (same brand of the unit)	unit	30	86,433.00	2,592,990.00
2	LAPTOP COMPUTER - Acer Display: 14inches FHD (1929 x 1080) IPS 250 units, anti-glare Graphics: 2GB Storage: 512GB SD + 1TB HDD Processor: 10th Gen Intel core i7-1051OU or its equivalent benchmark processor Memory: 16GB DDR4/256 GB SSD + 1TB HDD or same graphics OS: Windows 10 Pro With Licensed MS Office Student 2019	unit	12	85,000.00	1,020,000.00
3	PRINTER WITH INK TANK SYSTEM - Brother Functions: Print, scan, copy Black/ colored Print speed: 16.0/9.0ipm Paper type: plain, inkjet, glossy (cast/resin), recycled Paper size: A4, letter, legal Maximum paper capacity: 150sheets (80gsm, plain paper) Equipped with ink tank system that has the capability to print up to 7,500 pages ****** Nothing Follows ******	unit	20	15,000.00	300,000.00
				Total Amount :	**3,912,990.00**

Total Amount In Words (Pesos): Three Million Nine Hundred Twelve Thousand Nine Hundred Ninety Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor

EDWIN INCBAL 6/21/22
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

00949567

OBR : 100-2022-06-06475

Approved Budget for the Contract : 3,913,076.00

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 2 1 2022 and to expire on - JUL 2 1 2022.

CONFORME:

EDWIN N. Isabel | proprietor | 6/21/22
SIGNATURE OVER PRINTED NAME | IN THE CAPACITY OF | DATE

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

ATTY. MARK JOSEPH E. MARCELO
Notary Public
Room 405, Securities Building,
Matalino St., Quezon City
Adm. Matter No. 103
Commission expires on December 31, 2022
Attorney's Roll No. 69314
IBP Lifetime No. 016606, Quezon City Chapter
PTR No. 0699739, 01-08-2021 Quezon City
MCLE Compliance No.

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