



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



PO Number **2208058**

**Purchase Order** Date: **SEP 07 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR / Project Number : OCM-22-EM-1166 /  
 Company Name : V-PF CREATIVE MARKETING COMMUNICATIONS / Mode of Procurement : Direct Contracting A  
 Address : PM Apartment #24 Matalino St. Central 4, Quezon City / Resolution No. : 22-A-276  
 Business Type : Sole Proprietorship Registration #2787181 / TIN Number : 228-656-133-000  
 Contact Number : 921-4501 loc. 207

**Sir/Madam:**  
 Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Office of the City Mayor / Delivery Schedule : Upon Request by the End User Not Later than December 31, 2022  
 Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
32	Billboards - Tarpaulin full color print - Size: 3 x 6 meters	Piece	25	4,800.00	120,000.00
33	Pull-up Banners - Full Color Print - Height 800mm to 1,000mm wide - Pull up Mechanism	Piece	20	1,200.00	24,000.00
34	Film Guide and Festival Schedules - Size: 8.5 inches x 11 inches - Material: C2S150 - Full Color print both sides - UV Lamination - Vertical Perforation	Piece	5,000	125.00	625,000.00
35	Festival Invites - Size: 5.5 x 8.5 inches - Material: Specialty Paper C2S180 textured - Full Color Print - Folded with Envelope	Piece	500	75.00	37,500.00
36	Catalogues	Piece	1,000	350.00	350,000.00
37	Video/Photo documentation for entire festival duration ***** Nothing Follows *****	Package	1	250,000.00	250,000.00

**Total Amount : 22,500,000.00**

Total Amount In Words (Pesos): Twenty-Two Million Five Hundred Thousand Pesos Only

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

*VP*  
**Vicente-Pado Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date



Funds Available:

*Manang*  
**RUBY G. MANANGU**  
 City Accountant

OBR : No. 2022-09-1431

Approved Budget for the Contract : 22,500,000.00

**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 SEP 08 2022 and to expire on -

DEC 31 2022

CONFORME:

Vicente-Paolo T. Fernandez  
SIGNATURE OVER PRINTED NAME

Bidder/Proprietor  
IN THE CAPACITY OF

9/8/22  
DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PF Creative Marketing Communications  
COMPANY NAME

SUBSCRIBED AND SWORN to before me this SEP 08 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 PASAPORT ID with his/her photograph and signature appearing thereon with No. P 8217372A

**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

Doc. No. 254  
Page No. 62  
Book No. I  
Series of 2022

Address: 25 Matalino St., Brgy. Central, Quezon City  
\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)



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



PO Number **2208058**

**Purchase Order** Date: SEP 07 2022

Procuring Unit : OFFICE OF THE CITY MAYOR Project Number : OCM-22-EM-1166  
 Company Name : V-PF CREATIVE MARKETING COMMUNICATIONS Mode of Procurement : Direct Contracting A  
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 Business Type : Sole Proprietorship Registration #2787181 TIN Number : 228-656-133-000  
 Contact Number : 921-4501 loc. 207

**Sir/Madam:**  
 Please furnish this office the following articles subject to the terms and conditions contained here:

**Place of Delivery :** Office of the City Mayor **Delivery Schedule :** Upon Request by the End User Not Later than December 31, 2022  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Inclusive of: Concept Development, Event Planning and Management, Logistic Preparation, Production Supervision, Festival Theme (designs, print, logo development, etc.): Talent Fees (hosts VO talents, artists for live and online events). DCP, KDM, Etc.; PSA and Video promo plugs (various movie trailers).-Technical set-up for online programing. Staging, Technical set-up for physical Opening, Closing and other Events. Printing (Invites for different events, Festival-Passes, Tickets, Certificates). Screening Fees for foreign films (including rights and shipping costs). Publicity/ Social Media. Production and Technical Personnel. Honoraria (Screeners, Juries, Guests, Etc.) - Pylon Trophies and Cash Prizes. Food, Transportation (land and airfare), hotel accommodations. Meals and Refreshments: for- Opening Night, Presscon, Embassy Nights, Filmmakers' Night, Closing Night and other Festival Events. Video Presentation Materials (Omnibus, Screen International, Special Screenings, New Horizons, RainbowQC, Asian Next Wave, QcShorfs, Asian Shorts, DocQC, Recap). Website upkeep and maintenance. Video/photo documentation for entire festival duration -  DELIVERABLES: Festival billboard tarps Festival Dropdown tarps Festival Posters Catalogues Festival Schedules Film Guides Masks and Mask Lanyards Lanyards Festival Bags Nano disinfectant alcohol spray				

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

*VP*  
**Vicente - Paolo T. Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

OBR : m. 222. 02 10731

**Approved Budget for the Contract : 22,500,000.00**

**TERMS AND CONDITIONS**

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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.
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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 SEP 08 2022 and to expire on - DEC 31 2022.

CONFORME:

Vicente - Paolo F. Fernandez  
SIGNATURE OVER PRINTED NAME

Bidder/Proprietor  
IN THE CAPACITY OF

9/8/22  
DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PF Creative Marketing Communications  
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. \_\_\_\_\_  
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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	T-shirts Tumblers Notebooks Pens Hoodie Jackets  Scope of Work: -Submission of concept, design, implementation of sequence activities; -Submission of hard copy of audio/video presentation of the activity.  Terms of Payment: a) 15% Partial payment upon approval of the concept paper. b) 45% Partial payment upon submission of full length scripts c) 40% Full payment upon full implementation of activities  Cost Derivation:				
1	QCINEMA FILM GRANTS - Short Films - Feature films - DOCQC	Package	1	6,750,000.00	6,750,000.00
2	Concept Development - Production Concept - Production Management - Research and Development - Total Quality Management - Finance	Package	1	350,000.00	350,000.00
3	Event Planning and Management - Service Strategy - Service Design	Package	1	403,500.00	403,500.00

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

*Vicenta - Paolo Fernandez 9/8/22*  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
 City Accountant

OBR :

Approved Budget for the Contract : 22,500,000.00

857R

**TERMS AND CONDITIONS**

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15. This contract shall also serve as **Notice to Proceed**, to take effect on SEP 08 2022 and to expire on -

DEC 31 2022

CONFORME:

Vicente - Paolo J. Fernandez  
SIGNATURE OVER PRINTED NAME

Partner / Proprietor  
IN THE CAPACITY OF

9/8/22  
DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PP Creative Marketing Communications  
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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**PROCUREMENT DEPARTMENT**  
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PO Number **2208058**

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
4	- Accounting and Budgeting - Security, Safety and Promotion Logistics and Miscellaneous - Event location and set-up - Food and Beverages - Transportation (Land & Airfare) - Hospitality - Network and Communications - Hotel Accommodations	Package	1	2,310,000.00	2,310,000.00
5	Production Supervision - Project Director - Project Manager - Production Manager - Production Assistants - Writers - Utilities	Package	1	450,000.00	450,000.00
6	Stage Direction - Live Event Director - Technical Director - Technical Assistants - Stage Managers - Floor Director - Production Assistants - Utilities	Package	1	450,000.00	450,000.00
7	Festival Collaterals - Art Director - Visual Artist - Layout Artist - Art and Design	Package	1	220,000.00	220,000.00

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

*TRF*  
**Vicente-Pado T. Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

OBR :

Approved Budget for the Contract : 22,500,000.00

**TERMS AND CONDITIONS**

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CONFORME:

Vicente - Paolo T. Fernandez  
SIGNATURE OVER PRINTED NAME

Bidder/Proprietor  
IN THE CAPACITY OF

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**Place of Delivery :** Office of the City Mayor **Delivery Schedule :** Upon Request by the End User Not Later than December 31, 2022  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
8	Talent fees and Honorarium (hosts and guest artists for opening, Screening committee)	Package	1	500,000.00	500,000.00
9	AVP's and promo plugs - PSA - Omnibus - Movie Trailer Line-up - Social Media Promotion Videos - OBB and CCB - Video Playbacks	Package	1	609,500.00	609,500.00
10	Technical set-up - Art and Design/Title Card/Animation - Production Design - Technical Director - Technical Manager - Technical Supervisor - Technical Assistants - Broadcast Facility	Package	1	400,000.00	400,000.00
11	Technical set-up for Anniversary Party, Opening and Closing: Lights, Sounds, LED Wall, LED Banners, Hollow Fan	Package	1	750,000.00	750,000.00
12	Publicity / social media - Planning and Management - Content Production - Digital Strategy - Media/Vloggers	Package	1	300,000.00	300,000.00
13	Screening Fees for Foreign films (including rights, shipping costs) and local films	Package	1	1,500,000.00	1,500,000.00
14	Digital Cinema Package (DCP) for QCinema Short Shorts for 6 Entries	Package	1	160,000.00	160,000.00
15	Festival Production and technical personnel - Project Director - Project Manager	Package	1	1,400,000.00	1,400,000.00

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

*VPF*  
**Vicente-Pablo F. Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

**OBR :**

**Approved Budget for the Contract : 22,500,000.00**

**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 SEP 08 2022 and to expire on - DEC 31 2022

CONFORME:

Vicente - Paolo T. Fernandez  
SIGNATURE OVER PRINTED NAME

Bidder/ Proprietor  
IN THE CAPACITY OF

9/8/22  
DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PF creative Marketing Communications  
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)



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



PO Number **2208058**

**Purchase Order** Date: **SEP 07 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR	Project Number : OCM-22-EM-1166
Company Name : V-PF CREATIVE MARKETING COMMUNICATIONS	Mode of Procurement : Direct Contracting A
Address : PM Apartment #24 Matalino St. Central 4, Quezon City	Resolution No. : 22-A-276
Business Type : Sole Proprietorship Registration #2787181	TIN Number : 228-656-133-000
	Contact Number : 921-4501 loc. 207

**Sir/Madam:**  
 Please furnish this office the following articles subject to the terms and conditions contained here:

**Place of Delivery :** Office of the City Mayor  
**Delivery Schedule :** Upon Request by the End User Not Later than December 31, 2022  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	- Project Supervisor - Consultants - Festival Manager - Festival Assistants - Monitoring - Festival Programmer - Technical Director - Technical Manager - Technical Supervisor - Technical Assistants - Messengers				
16	Festival Online Management Platform - Online Platform Software - Profile Management - Social Media Integration - Management Planning - Design/Art Cards/Title Cards/2D, 3D Graphics Animation	Package	1	200,000.00	200,000.00
17	Industry Forum Package - Includes Food, Venue Rental for two days (2 days x 80 persons)	Pax	160	2,425.00	388,000.00
18	Festival Events: Opening and Closing, Embassy Parties, Presscon - Includes Food and Venue Rental for 3 days (3 days x 180 persons) - Presscon (1 day x 80 persons)	Pax	620	2,425.00	1,503,500.00
19	International Film Festival Travels: Cannes & Locarno	Package	1	585,000.00	585,000.00
20	Phylon Trophies & Recognition Certificates	Piece	8	20,000.00	160,000.00
21	Sponsorships, Solicitations and Subscriptions, Website Renewal	Package	1	50,000.00	50,000.00
22	T-Shirts - Festival Logo print Front and Back - Assorted Sizes – 100 Cotton - Silk Screen Printing	Piece	1,500	250.00	375,000.00

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

*VPF*  
**Vicente - Paolo O. Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

**OBR :**

**Approved Budget for the Contract : 22,500,000.00**

**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
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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.
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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 SEP 08 2022 and to expire on -

CONFORME: DEC 31 2022  
Vicente - Paolo T. Fernandez bidder / Proprietor 9/8/22  
 SIGNATURE OVER PRINTED NAME IN THE CAPACITY OF DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PT Creative Marketing Communication  
 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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 Series of \_\_\_\_\_

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



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



PO Number **2208058**

**Purchase Order** Date: SEP 07 2022

Procuring Unit : OFFICE OF THE CITY MAYOR Project Number : OCM-22-EM-1166  
 Company Name : V-PF CREATIVE MARKETING COMMUNICATIONS Mode of Procurement : Direct Contracting A  
 Address : PM Apartment #24 Matalino St. Central 4, Quezon City Resolution No. : 22-A-276  
 Business Type : Sole Proprietorship Registration #2787181 TIN Number : 228-656-133-000  
 Contact Number : 921-4501 loc. 207

**Sir/Madam:**  
 Please furnish this office the following articles subject to the terms and conditions contained here:

**Place of Delivery :** Office of the City Mayor **Delivery Schedule :** Upon Request by the End User Not Later than December 31, 2022  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
23	Hand Sanitizers - Slim Sprayer (6cm x 9cm) - Festival Logo print	Piece	800	80.00	64,000.00
24	Face Masks and Masks Lanyards - Sublimation Festival Logo Print	Piece	800	150.00	120,000.00
25	Tumblers - Festival Logo print	Piece	500	250.00	125,000.00
26	Festival Bags - Canvas Cloth - Size: 14 inches by 15 inches - Festival logo Silkscreen print	Piece	800	250.00	200,000.00
27	ID Lanyards - Durable Polyester Lanyards/Neck Straps with Swivel Metal Oval - Lightweight, comfortable and soft to wear - Easy to attach and detach for stuff with lanyard port/hole - 23 inches long, 1-inch wide - Nylon-Polyester Material - Sublimation Printing	Piece	800	50.00	40,000.00
28	Notebooks and Pens - Festival logo print	Piece	800	200.00	160,000.00
29	Hoodie Jackets - Festival logo print	Piece	500	500.00	250,000.00
30	Festival Posters - Size: 18 x 24 inches - Full color print high quality poster paper - UV Lamination	Piece	1,000	45.00	45,000.00
31	Dropdown Banners - Tarpaulin Full Color print - Size: 3 x 9 feet - With wood frame	Piece	500	550.00	275,000.00

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

*VPK*  
**Vicente-Pardo T. Fernandez** 9/8/22  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**  
*Manangu*  
**RUBY G. MANANGU**  
 City Accountant

**OBR :**  
**Approved Budget for the Contract : 22,500,000.00**

**TERMS AND CONDITIONS**

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15. This contract shall also serve as **Notice to Proceed**, to take effect on SEP 08 2022 and to expire on - DEC 31 2022.

CONFORME: T. Fernandez  
Vicente - Paolo T. Fernandez  
 SIGNATURE OVER PRINTED NAME

Bidder/Proprietor  
 IN THE CAPACITY OF

9/8/22  
 DATE

Duly authorized to sign this Purchase Order for and on behalf of V-PT Creative Marketing Communications  
 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. \_\_\_\_\_  
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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) .**