



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2209011**

Purchase Order Date: **SEP 29 2022**

Procuring Unit	: VARIOUS OFFICES (SCHOOLS DIVISION OFFICE/ QUEZON CITY YOUTH DEVELOPMENT OFFICE/ AMORANTO SPORTS COMPLEX)	Project Number	: CONSO-22-OE-906
Company Name	: DIADEMA CONSTRUCTION AND ENTERPRISES INC.	Mode of Procurement	: 53.1
Address	: No. 40 Matulungin St., Belevue Homes Brgy. Central, Quezon City	Resolution No.	: 22-A-297
Business Type	: Corporation Registration #CS202009314	TIN Number	: 010-540-341-000
		Contact Number	: 09158367712

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	SCHOOLS DIVISION OFFICE (SDO-22-OE-597) PHOTOCOPIER MACHINE - Sharp Minimum Specifications: Max Copying Speed: up to 22 ppm Max Copying Resolution: up to 600x600 dpi, Print Area: 289 mm 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 Print: 14 seconds 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; 60 to 216 gsm	Unit	1	118,000.00	118,000.00
2	DOCUMENT SCANNER - Fujitsu Minimum Specifications: Network Connectivity Scanning Face: Duplex/Automatic two side scanning Scanning Method/Technology: CIS/LED (300 dpi/600dpi) Black Background Scanning Speed: 30ppm / 60ipm @ 200/300 in colored and black and white Image Compression: MH, MMR, JPEG2000 ADF Document Size: 8.5 inches Feed Tray Capacity: 50 sheets Interface: USB 3.1 Gen 1 (Backward compatible) LAN (10Base-T/100Base-	Unit	5	39,500.00	197,500.00

MA. JOSEFINA G. BELMONTE
City Mayor

ANNALYNN DE VILLANUEVA 10/5/2022
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 160 - 2022 - 09 - 10930 / 10531 / 11112

Approved Budget for the Contract : 554,537.00



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	TX/1000Base-T), Wireless LAN (IEEE802.1 1n/g/b) Weight: 2.7 kg (5.9 lb.) Other Functions: Length Control, Patchcode Detection, (Type 2, 3, T) Control Sheet Detection, Long Paper, Double Feed Skip Image Control: Auto Preview, Auto rescan, Automatic Brightness Adjustment <Multi-color Dropout> Dynamic Threshold, White Level from Paper, Image Emphasis, Gamma, Automatic Separation, Noise Reduction. Wireless LAN: Communication Standard / IEEE802.1 1n/g/b Warranty: Three (3) years on parts and labor SUBTOTAL				315,500.00
3	QUEZON CITY YOUTH DEVELOPMENT OFFICE (QCYDO-22-OE-809) LAMINATING MACHINE Minimum Specifications: Laminator A6 size up to 125 microns SUBTOTAL	Unit	1	3,000.00	3,000.00
1	AMORANTO SPORTS COMPLEX (ASC-22-OE-721) PHOTOCOPIER MACHINE - Sharp Minimum Specifications: Speed B/W 35 pages per minute, Resolution: 1200 x 1200 dpi, 4 drawers, 550 sheet drawer paper capacity, Properties: Copier-Printer-Scan-Fax. Power: 11-127 V, 15 Amps., Toner Impressions B/W: 40,000 Impressions. SUBTOTAL	Unit	1	231,000.00	231,000.00

Total Amount : 549,500.00

Total Amount In Words (Pesos): Five Hundred Forty-Nine Thousand Five Hundred Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



ANNA LYN GEE VILLANUBA 10/5/2022
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 554,537.00

OBR : 100-2022-09-10430/10871/11112

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 NOV 04 2022 and to expire on - OCT 05 2022

CONFORME:

ANNALYN DEL VILLANUBA

SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE

IN THE CAPACITY OF

10/15/2022

DATE

Duly authorized to sign this Purchase Order for and on behalf of DIADENA CONSTRUCTION AND ENTERPRISES INC.
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)