



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2209025**

Purchase Order Date: **SEP 29 2022**

Procuring Unit	: OFFICE OF THE VICE MAYOR	Project Number	: OVM-22-EM-1155
Company Name	: MS. V ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: 6 Bayo Condotel & Suites, Sct. Bayoran St., cor. Sct. Tuazon, Brgy. South Triangle, Quezon City	Resolution No.	: 22-PB-311
Business Type	: Sole Proprietorship Registration #05360637	TIN Number	: 136-386-905-000
		Contact Number	: 0917-819-5910

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Office of the Vice Mayor

Delivery Schedule : Upon Request by the End-user
Not Later Than November 30, 2022

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	200 packs- Half slab honey ribs with rice, mashed potato and 500ml bottled water Dinner: 1,000 packs- Roasted chicken with rice, sour cream potato chives, dessert, 500ml bottled water PHOTO COVERAGE: Coverage of the activity with softcopy unlimited shot to be saved to USB/DVD using HD camera includes 1 professional photographer and professional videographer. VIDEO COVERAGE: 3HD Camera, HH system package with 1-day early set up includes the following equipment: 3-camera with SDI output 3 fluid head tripods, 1 black magic design video switcher, 2HD master recorder, 1 portable audio mixer includes 1 technical director, 3 professional cameraman, 2 production assistant. ***** Nothing Follows *****				

Total Amount : 1,260,000.00

Total Amount In Words (Pesos): One Million Two Hundred Sixty Thousand Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



VENUS T. PERRY 9-30-22
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 10-2022-09-1092

Approved Budget for the Contract : 1,262,000.00



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2209025**

Purchase Order Date: **SEP 29 2022**

Procuring Unit	: OFFICE OF THE VICE MAYOR	Project Number	:OVM-22-EM-1155
Company Name	: MS. V ENTERPRISES	Mode of Procurement	:Public Bidding
Address	: 6 Bayo Condotel & Suites, Sct. Bayoran St., cor. Sct. Tuazon, Brgy. South Triangle, Quezon City	Resolution No.	:22-PB-311
Business Type	: Sole Proprietorship Registration #05360637	TIN Number	:136-386-905-000
		Contact Number	:0917-819-5910

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Office of the Vice Mayor

Delivery Schedule : Upon Request by the End-user
Not Later Than November 30, 2022

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	inches (W) 250gsm 3-sets of invitation with envelope and entry pass. Breakdown: a. Live streaming - 300pcs b. virtually attending - 300pcs c. for VIP guests at Plenary Hall - 100pcs d. Entry Pass/Car Pass for: VIP - 50 pieces Media - 50 pieces Security - 50 pieces Staff - 150 pieces CUTOMIZED ID (400 pcs) Materials used: Vellum board, laminated Size: 4 inches (H) x 2.75 inches (W) x 65gsm with QC logo and Sanguniang Panglungsod a. Guest - 50 pieces b. Security - 50 pieces c. Media - 50 pieces d. Staff - 250 pieces TARPAULIN (2 pcs) Material Used: Vinyl Tarp 340gsm/12oz-Thickness Full color, with print and logo (customized) no frame indoor. 1 pc- 9 x 7.25 ft (108 x 87 inches) 1 pc- 10 x 15 ft (120 x 180 inches) MEALS Lunch:				

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. TERRY 9-30-22
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 1,262,000.00

OBR : 100 - 2022 - 09 - 10902



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2209025**

Purchase Order Date: **SEP 29 2022**

Procuring Unit	: OFFICE OF THE VICE MAYOR	Project Number	: OVM-22-EM-1155
Company Name	: MS. V ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: 6 Bayo Condotel & Suites, Sct. Bayoran St., cor. Sct. Tuazon, Brgy. South Triangle, Quezon City	Resolution No.	: 22-PB-311
Business Type	: Sole Proprietorship Registration #05360637	TIN Number	: 136-386-905-000
		Contact Number	: 0917-819-5910

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Office of the Vice Mayor

Delivery Schedule : Upon Request by the End-user
Not Later Than November 30, 2022

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	<p>PHYSICAL ARRANGEMENT</p> <p>Conceptualization design of flower arranging in session hall ground floor, 3rd floor stairs and railings tables and chairs set up, corsage designing and conceptualization.</p> <p>1. Labor Mobilization - designing flower arrangement in:</p> <p>a. Ground Floor-railings and stairs</p> <p>b. Second Floor-railings and stairs</p> <p>c. Third Floor-inside the plenary hall</p> <p>d. Table set-up inside the plenary hall</p> <p>2. Transportation - rental of 3 vehicles for pick-up and drop-off of delivery items.</p> <p>3. Other expenses - replacement of Halogen lamp (230 volts, 50 watts, 60Hz) and other materials etc. included inside the plenary hall.</p> <p>4. Flowers:</p> <p>a. Thai grass for 1st floor, 2nd floor and 3rd floor (40 bundles per floor)</p> <p>b. Green assorted leaves for 1st floor, 2nd floor and 3rd floor (1-bundle per floor)</p> <p>c. Clay pot and white pebbles/stone</p> <p>d. Red and white roses (1000pcs)</p> <p>e. Baby's Breath combination of white and purple (500 bundles)</p> <p>f. Moss (500 bundles)</p> <p>g. Corsage - for City officials and guest (50pcs)</p> <p>CUSTOMIZED INVITATION WITH ENTRY PASS (1,000 pcs)</p> <p>Materials used: Vellum Board, laminated, Size: 8.4 inches (H) 5.4</p>	lot	1	1,260,000.00	1,260,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. HENRY 9-30-22
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR: 100.000.000.00
Approved Budget for the Contract : 1,262,000.00

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 30 2022 and to expire on - NOV 30 2022

CONFORME:

VENUS J. PERRY
SIGNATURE OVER PRINTED NAME

PROPRIETRESS
IN THE CAPACITY OF

9-30-22
DATE

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

MS. V. ENTERPRISES
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)