



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



PO Number **2209052**

**Purchase Order** Date: **OCT 14 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR (POPS PLAN)	Project Number : OCM(POPS)-22-TA-1187
Company Name : ALEXANDRITE BLUE, INC.	Mode of Procurement : 53.9
Address : 38B Schilling St., Phase 8 North Fairview, Quezon City	Resolution No. : 22-A-320
Business Type : Corporation Registration #A200117388	TIN Number : 214-809-960-000
	Contact Number : 09178515851

**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
	- 1piece, wooden stirrer, not customized •COASTER - 1piece, wooden coaster, round or square with customized print (sublimation or engrave) •CUSTOM BOX - 1piece, corrugated box, size of box must fit to double wall mug, 6 drips coffee tablea, stirrer and coaster, with customized print (sublimation or engrave)  CERTIFICATES •SPECIAL PAPERS - 2 sheets / pieces, A4, 80gsm, color: vanilla  •CERTIFICATE HOLDER - 1piece, A4 with 2 hangers, color: royal blue or blue  LOAD CARDS •LOAD CARD/ TICKET LOAD - 1piece, Globe network, P50 prepaid load card / ticket load, Regular load reliable connection for calls, texts, and mobile browsing, valid up to 1 to 2 years, subject to availability •LOAD CARD/ TICKET LOAD - 1piece, Smart network, P50 prepaid load card / ticket load, Regular load reliable connection for calls, texts, and mobile browsing, and also works for SMART BRO, valid up to 1 to 2 years, subject to availability  ***** Nothing Follows *****				

**Total Amount : 969,195.00**

**Total Amount In Words (Pesos):** Nine Hundred Sixty-Nine Thousand One Hundred Ninety-Five Pesos Only

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

*Josefina C. Atacador* 10/21/2022  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
 City Accountant

**OBR : NO. 0002. 09-11882**  
**Approved Budget for the Contract : 999,938.76**

**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 OCT 21 2022 and to expire on - NOV 20 2022.

CONFORME:

Josefina C. Atacadre

SIGNATURE OVER PRINTED NAME

President

IN THE CAPACITY OF

10/27/2022

DATE

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

Alexandrite Blue 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)**



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**PROCUREMENT DEPARTMENT**  
 Quezon City Government



PO Number **2209052**

**Purchase Order** Date: **OCT 14 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR (POPS PLAN)	Project Number : OCM(POPS)-22-TA-1187
Company Name : ALEXANDRITE BLUE, INC.	Mode of Procurement : 53.9
Address : 38B Schilling St., Phase 8 North Fairview, Quezon City	Resolution No. : 22-A-320
Business Type : Corporation Registration #A200117388	TIN Number : 214-809-960-000
	Contact Number : 09178515851

**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	TOKENS FOR PARTICIPANTS <ul style="list-style-type: none"> <li>•MUG - 1piece, ceramic mug, 300 ml, holds 11 oz. of fluid, color white, with customized print (sublimation)</li> <li>•NOTEBOOK - 1piece, lined notebook, color white; subject to availability, moleskine, A5 size, 80 leaves, 80 gsm; subject to availability, elastic closure / garter, ivory color paper; subject to availability, with customized print (sublimation or engrave)</li> <li>•PEN - 1piece, black ink, metallic or plastic surface; subject to availability, ballpoint / point size 0.3 mm to 0.5 mm, color white; subject to availability, - with customized print (sublimation)</li> <li>•TOTE BAG - 1piece, canvas, standard size or 11 inches (W) x 13 inches (H), good quality, color white - with customized print (sublimation)</li> <li>•MINI LED FLASHLIGHT - aluminum alloy / metallic surface; subject to availability, LED, button batteries inclusive, portable flashlight, easy to carry, small 6 cm x 1.3 cm / 2.36 inches x 0.51 inch (approx.); subject to availability, color silver/red/blue; subject to availability, not customized</li> <li>•WHISTLE TUBE KEYCHAIN - aluminum alloy / metallic surface; subject to availability, small 4.6 cm (approx.), portable, easy to carry, color silver / red / blue; subject to availability - not customized</li> </ul>	lot	1	969,195.00	969,195.00

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

*Josefina C. Atacador*  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

OBR: *NO. DNA 09-11082*  
**Approved Budget for the Contract : 999,938.76**

**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 OCT 21 2022 and to expire on - NOV 20 2022

CONFORME:

Josefina Atacador  
SIGNATURE OVER PRINTED NAME

President  
IN THE CAPACITY OF

10/21/2022  
DATE

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

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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<ul style="list-style-type: none"> <li>•CARABINER HOOK</li> <li>- 4.8 cm / 1.89 inches (approx.); subject to availability, color silver / red / blue; subject to availability</li> <li>- not customized</li> <li>TOKENS FOR RESOURCE SPEAKERS</li> <li>•BAMBOO UTENSILS</li> <li>- reusable 4-pieces utensils with bamboo holder or reusable canvas pouch (spoon, fork, straw and brush cleaner)</li> <li>-bamboo holder or reusable canvas pouch with customized print (sublimation or engrave)</li> <li>•BAMBOO LUNCH BOX</li> <li>- 1piece, biodegradable lunch box made of plastic; subject to availability, bamboo lid, approximately 1,000 ml capacity, with customized print (sublimation or engrave)</li> <li>•ECOBAG</li> <li>- 1piece, muslin eco bag, 12 x 15 x 4 inches or size that fits the items, good quality, color white, with customized print (sublimation or engrave)</li> <li>•CUSTOM BOX</li> <li>- 1piece, corrugated box, size of box must fit to bamboo lunch box and bamboo utensils set</li> <li>With customized print (sublimation or engrave)</li> <li>•CUSTOM DOUBLE WALL MUG</li> <li>- 1piece, 250 ml to 300 ml, transparent glass, bamboo lid, with customized print (sublimation or engrave)</li> <li>•COFFEE TABLEA</li> <li>- 6pieces drips coffee tablea with customized print (sublimation or engrave)</li> <li>•STIRRER</li> </ul>				

*[Signature]*  
**MA. JOSEFINA G. BELMONTE**  
 City Mayor

*[Signature]*  
**Josefina C. Atacador**  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

*[Signature]*  
**RUBY G. MANANGU**  
 City Accountant

**OBR :**  
**Approved Budget for the Contract : 999,938.76**

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CONFORME:

Josefina P. Atacadon  
SIGNATURE OVER PRINTED NAME

President  
IN THE CAPACITY OF

10/21/2022  
DATE

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

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