



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2210067**

Purchase Order Date: **NOV 18 2022**

Procuring Unit : CITY ADMINISTRATOR'S OFFICE	Project Number : CAO-22-IT-1329
Company Name : SANDMAN SOFTWARE SYSTEMS, INC.	Mode of Procurement : Public Bidding
Address : 2F Joroma Place Congressional Ave. Brgy. Bahay Toro, Quezon City	Resolution No. : 22-PB-362
Business Type : Corporation Registration #A200018384	TIN Number : 211-383-447-000
	Contact Number : 09561207233

Sir/Madam:

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

Place of Delivery : City Administrator's Office

Delivery Schedule : Sixty (60) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>Interface (API) that can be used by external systems such as the Quezon City Online Unified Business Permit Application System (QC OUBPAS) to obtain relevant START-UP business information</p> <p>2. The API must include security features that safeguard against data breaches</p> <p>(With attached Terms of Reference which will form an integral part of this Purchase Order)</p> <p>***** Nothing Follows *****</p>				

Total Amount : 9,750,000.00

Total Amount In Words (Pesos): Nine Million Seven Hundred Fifty Thousand Pesos Only

MA. JOSEFINA G. BELMONTE
 City Mayor

Mery Quiñan
 Signature Over Printed Name of Supplier / Date **11/23/22**

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
 City Accountant

OBR : NO. 2022-10-13289

Approved Budget for the Contract : 9,900,000.00



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1	<p>SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF THE QUEZON CITY BUSINESS START-UP APPLICATION PROGRAM</p> <p>This project is for the provision of an online method for applying for the Quezon City Business START-UP Program. The program will be open to students and entrepreneurial START-UP s and will be jointly administered by the Investment Affairs Office (IAO) and the Local Economic Investment Promotions Office (LEIPO).</p> <p>PROJECT SCOPE OF WORK The system will have the following components: i. Technical Specifications: a) All internal users will require a valid email address to log in and use the system. They can recover their password through their email. b) The web applications will be accessible using the latest versions of Safari and Chrome on Mac/iOS and Chrome on Windows/Android. c) The web applications will store all data and documents in the cloud instead of on-premises servers. d) The cloud-based hosting of the data will be provided for one (1) year, subject to renegotiation thereafter. e) All data captured by the system shall remain the property of the City, and the cloud-based storage that contains the data will be turned over to the City when the service agreement expires or is terminated.</p> <p>ii. Security: a) The web server will be protected by SSL certificates. b) The web server will be a separate instance from the database server. c) The system will implement industry standard measures to protect user data, prevent web fraud, mitigate bot attacks, secure APIs, and</p>	Lot	1	9,750,000.00	9,750,000.00

MA. JOSEFINA G. BELMONTE
 City Mayor

Merly Quial
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 Signature Over Printed Name of Supplier / Date 11/23/22

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
 City Accountant

Approved Budget for the Contract : 9,900,000.00

OBR : *110-2228-10-132*



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Business Type : Corporation Registration #A200018384	TIN Number : 211-383-447-000
	Contact Number : 09561207233

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>prevent unauthorized application access. d) The system should conform with applicable data privacy laws.</p> <p>iii. System Features: a) Target Audience 1. The program will have both a Students and Non-Students Category 2. Vetting and approval of the Students Category will be handled by the Local Economic Investment Promotions Office (LEIPO) while the Non-Students Category will be managed by the Investment Affairs Office (IAO).</p> <p>b) Application Module 1. All applications may need to include some or all of the following requirements: a. Duly accomplished online application form b. Video outlining their business idea or pitch c. Proof of Identification and/or residence d. Relevant clearance certificate e. Business Proposal f. Non-Disclosure Agreement 2. Applications for the Student Category may need to provide some or all of the following: a. Proof of enrollment b. Signed parental consent form c. Faculty advisor information d. School endorsement form 3. Applications may be submitted by an individual or a team 4. Applicants will have the ability to download and print accomplished application forms 5. Applicants will have the ability to respond to evaluator's feedback</p>				

MA. JOSEFINA G. BELMONTE
 City Mayor

Mery Quiñones
 Signature Over Printed Name of Supplier / Date
 11/23/22

Funds Available:

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RUBY G. MANANGU
 City Accountant

OBR :

Approved Budget for the Contract : 9,900,000.00



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	and upload additional required documents, if needed ✓ 6. Media such as videos and or documents will be uploaded as part of the application process ✓ 7. Applicants will be able to track the status of their submitted application ✓ 8. Applicants have the ability to cancel their applications ✓ 9. If applicable, applicants will be able to download the post-approval requirements' templates ✓ c) Approval Module ✓ 1. IAO and LEIPO will have separate approval modules to review and evaluate the Non-Student and Student Category applications respectively ✓ 2. Applications will go through an initial and final approval process ✓ 3. Evaluators will be able to view the submitted applications and any media provided, as well as their status ✓ 4. Evaluators will be able to search for specific applications ✓ 5. Evaluators will have the ability to view the evaluation history of an application ✓ 6. There will be a provision to digitally return the application to the applicant to send feedback and require additional documents ✓ 7. If required, evaluators will be able to validate the submitted requirements and input a filing reference number for each application ✓ d) Reports Module ✓ 1. IAO and LEIPO will be able to access certain reports or metrics ✓ 2. Application submission overview ✓ 3. Approval list ✓ e) Integration with external applications (optional) ✓				

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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 23 2022 and to expire on - JAN 22 2023

CONFORME:

Marilyn Arenal
 SIGNATURE OVER PRINTED NAME

Authorized Representative
 IN THE CAPACITY OF

11/23/22
 DATE

Duly authorized to sign this Purchase Order for and on behalf of Sandman Software Systems 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)

TERMS AND CONDITIONS

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CONFORME:

Marilyn Quial
Marilyn Quial
 SIGNATURE OVER PRINTED NAME

Authorized Representative
 IN THE CAPACITY OF

11/23/22
 DATE

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CONFORME:

<u>Marilyn Dimal</u> SIGNATURE OVER PRINTED NAME	<u>Authorized Representative</u> IN THE CAPACITY OF	<u>11/23/22</u> DATE
---	--	-------------------------

Duly authorized to sign this Purchase Order for and on behalf of Sandman Software Systems INC.
 COMPANY NAME

SUBSCRIBED AND SWORN to before me this NOV 23 2022 day of NOVEMBER 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 DRIVER'S LICENSE with his/her photograph and signature appearing thereon with No. N 25 - 11 - 021438.

Doc. No. 319
 Page No. 75
 Book No. I
 Series of 2022

ATTY. AREP. LIM
 Notary Public for Quezon City
 Notarial Commission: NP-178; 7/14/21 to 12/31/22
 Roll No. 65288
 PTR No. 2445159; 1-5-22
 IBP OR No. 197140; 1-7-22
 MCLE Compliance No. 6-0026861
 TIN: 329-392-954-000
 Address: 25 Matalino St., Broy. Central, Quezon City

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CONFORME:

Mery Quial
 SIGNATURE OVER PRINTED NAME

Authorized Representative
 IN THE CAPACITY OF

11/23/22
 DATE

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 COMPANY NAME

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