



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2210090**

Purchase Order Date: **NOV 24 2022**

Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-22-JS2-1205
Company Name : DIADEMA CONSTRUCTION AND ENTERPRISES INC.	Mode of Procurement : Shopping 52.1b
Address : 40 Matulungin St., Brgy. Central, Quezon City	Resolution No. : 22-A-399
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
43	Furniture Cleaner – aerosol type, 330ml	Can	12	375.00	4,500.00
44	Hand Sanitizer – antibacterial, 500ml, sanitizing gel pump	Bottle	6	270.00	1,620.00
45	Hand Soap – antibacterial, liquid, 500ml	Bottle	20	105.00	2,100.00
46	Head Cover – bouffant cap, 21 inches, disposable, white, 100's/pack	Pack	1	270.00	270.00
47	Insecticide – aerosol type, 500ml	Can	18	425.00	7,650.00
48	Paper Bag – kraft, brown, large (#16), 100's/pack	Pack	5	300.00	1,500.00
49	Shoe Cover – blue protective overshoes disposable, 50 pairs/pack	Pack	1	170.00	170.00
50	Multipurpose Cleaner – toilet and urinal, 1L, lemon scent	Bottle	5	265.00	1,325.00
51	Trash Bag – plastic, black, 37 inches x 40 inches (2XL), 10 pieces/roll, 10 rolls/pack	Pack	27	740.00	19,980.00
52	Twine – 750g, plastic straw, any dark color	Roll	15	145.00	2,175.00
53	Wastebasket – durable, swing lid, large	Piece	36	145.00	5,220.00
	RESEARCH, EXTENSION, PLANNING & LINKAGES (REPL) PROGRAM				
54	Alcohol – isopropyl/ethyl, 70% solution, hypoallergenic, with moisturizer, 500ml	Bottle	24	128.00	3,072.00
55	Disinfectant Spray – 3-in-1 action, aerosol type, 500ml	Can	25	170.00	4,250.00
	***** Nothing Follows *****				
Total Amount :				721,353.00	

Total Amount In Words (Pesos): **Seven Hundred Twenty-One Thousand Three Hundred Fifty-Three Pesos Only**

MA. JOSEFINA G. BELMONTE
City Mayor

ANALYN E. VILLANUBA
ANALYN E. VILLANUBA Nov 25, 2022
Signature Over Printed Name of Supplier / Date



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

OBR : **100-2022-11-11928**

Approved Budget for the Contract : **742,957.59**

9888

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 25 2022 and to expire on - DEC 25 2022.

CONFORME:

ANNALYNN DE OYILLANUNA
SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE
IN THE CAPACITY OF

NOV 25 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)**



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2210090**

Purchase Order Date: **NOV 24 2022**

Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-22-JS2-1205
Company Name : DIADEMA CONSTRUCTION AND ENTERPRISES INC.	Mode of Procurement : Shopping 52.1b
Address : 40 Matulungin St., Brgy. Central, Quezon City	Resolution No. : 22-A-399
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
22	Concentrated Powder – all purpose, 1kg	Pack	24	125.00	3,000.00
23	Disinfectant Spray – 510g	Can	126	675.00	85,050.00
24	Furniture Cleaner – aerosol type, 330ml	Can	28	375.00	10,500.00
25	Hand Sanitizer – antibacterial, 500ml, sanitizing gel pump	Bottle	72	268.00	19,296.00
26	Hand Soap – antibacterial, liquid, 450ml	Bottle	120	185.00	22,200.00
27	Insecticide – aerosol type, 500ml	Can	32	400.00	12,800.00
28	Mop Bucket – 20 liters, durable, heavy duty, yellow, industrial squeezer bucket	Unit	2	3,700.00	7,400.00
29	Mop Handle – heavy duty, screw type	Piece	2	195.00	390.00
30	Mop Head – made of rayon	Piece	2	165.00	330.00
31	Trash Bag – plastic, black 37 inches x 40 inches (2XL), 10 pieces/roll, 10 rolls/pack	Pack	24	740.00	17,760.00
32	Twine – 750g, plastic straw, any dark color	Roll	4	145.00	580.00
33	Paint Roller – 9 inches x 1.25 inch, all-purpose knit roller cover for painting extra-rough surfaces	Unit	2	335.00	670.00
34	Dust Pan – stainless, heavy duty	Piece	2	28.00	56.00
35	Wastebasket – non rigid, plastic	Piece	79	40.00	3,160.00
36	STUDENT SUPPORT SERVICES PROGRAM				
36	Bleaching Liquid – clean for 99.9% antibacterial protection, whitening, deodorizing, elimination of disease-causing germs, removal of tough stains and dirt, and shortening of cleaning time	Gallon	5	230.00	1,150.00
37	Alcohol – isopropyl/ethyl, 70% solution, scented, with moisturizer	Gallon	84	700.00	58,800.00
38	Cleanser – scouring powder with baking soda, 500g	Bottle	6	88.00	528.00
39	Cotton Buds – absorbent, 200 tips, pliable paper stems	Pack	3	49.00	147.00
40	Detergent Powder – concentrated, all purpose, 1kg	Pouch	13	123.00	1,599.00
41	Disinfectant Spray – eliminated odors, 510g	Can	46	700.00	32,200.00
42	Duct Tape – 48mm x 20mm, heavy duty	Roll	35	135.00	4,725.00

MA. JOSEFINA G. BELMONTE
 City Mayor

ANNALYN DEL VILLANUBRA NOV. 25, 2022
 Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
 City Accountant

OBR : **WU-2020-11-13928**

Approved Budget for the Contract : **742,957.59**

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 25 2022 and to expire on - DEC 25 2022

CONFORME:

ANNALYN DE VILLANUEVA
SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE
IN THE CAPACITY OF

NOV. 25, 2022
DATE

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



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2210090**

Purchase Order Date: *NOV 24 2022*

Procuring Unit : **QUEZON CITY UNIVERSITY** ✓ Project Number : **QCU-22-JS2-1205** ✓
 Company Name : **DIADEMA CONSTRUCTION AND ENTERPRISES INC.** ✓ Mode of Procurement : **Shopping** 52.1b
 Address : **40 Matulungin St., Brgy. Central, Quezon City** ✓ Resolution No. : **22-A-399** ✓
 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
	ADMINISTRATIVE SUPPORT SERVICES PROGRAM ✓				
✓ 1	Bleaching Liquid – multipurpose, stain removal, 6-in-1 total clean	Gallon	100	100.00	10,000.00
✓ 2	Broom – tingting, thick	Piece	82	24.00	1,968.00
3	Broom – soft, thick	Piece	76	180.00	13,680.00
4	Disinfectant Spray – 3-in-1 action, aerosol type, 500ml	Can	267	400.00	106,800.00
5	Cleanser – scouring powder with baking soda, 500g	Bottle	212	75.00	15,900.00
6	Dust Pan – stainless, medium	Piece	31	170.00	5,270.00
7	Hand Sanitizer – antibacterial, 500ml, pro skin health	Bottle	150	285.00	42,750.00
8	Hand Soap Dispenser – 500ml liquid soap dispenser, wall mounted, gel pump	Piece	20	1,180.00	23,600.00
9	Hand Soap – antibacterial, liquid, 500ml	Bottle	200	105.00	21,000.00
10	Insecticide – aerosol type, 600ml	Can	130	390.00	50,700.00
11	Mop Squeezer Bucket – 20 liters, durable, heavy duty, yellow	Unit	12	1,900.00	22,800.00
12	Mop Handle – screw type	Piece	48	162.00	7,776.00
13	Mop Head – made of rayon	Piece	30	160.00	4,800.00
14	Trash Bag – plastic, black, 37 inches x 40 inches (XXL), 10 pieces / roll / pack	Roll	115	227.00	26,105.00
15	Trash Bag – GPP specs, black, 940mm x 1016mm	Pack	120	140.00	16,800.00
16	Twine – plastic, 1kg	Roll	5	88.00	440.00
17	Wastebasket – durable, swing lid, large	Piece	15	145.00	2,175.00
	ACADEMIC PROGRAM				
18	Broom – tingting, thick (stick broom)	Piece	2	68.00	136.00
19	Broom – soft, broom	Piece	5	240.00	1,200.00
20	Bleaching Liquid – clean for 99.9% antibacterial protection, whitening, deodorizing, elimination of disease-causing germs, removal of tough stains and dirt, and shortening of cleaning time.	Gallon	36	225.00	8,100.00
21	Multipurpose Cleaner – toilet and urinal, 1L, lemon scent	Liter	12	265.00	3,180.00

MA. JOSEFINA G. BELMONTE
 City Mayor

ANNALYN BEE YILLANUBA NOV 24 2022
 Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
 City Accountant

OBR : *NU-2022-11-1528*

Approved Budget for the Contract : **742,957.59**

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 25 2022 and to expire on - DEC 25 2022.

CONFORME:

<p><u>ANNALYN DEB ALANUBA</u> SIGNATURE OVER PRINTED NAME</p>	<p><u>AUTHORIZED REPRESENTATIVE</u> IN THE CAPACITY OF</p>	<p><u>NOV. 25, 2022</u> DATE</p>
---	--	--------------------------------------

Duly authorized to sign this Purchase Order for and on behalf of DIADEMA 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) 9