



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2211045**

Purchase Order Date: **DEC 06 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR	Project Number : OCM-22-OE-1025
Company Name : SKAIWEL TRADING AND SOLUTIONS INC.	Mode of Procurement : Public Bidding
Address : 2909 Suntrust Capitol Plaza Matalino St. Central 4, Quezon City	Resolution No. : 22-PB-388
Business Type : Corporation Registration #2021120036840-05	TIN Number : 604-792-154-00000
	Contact Number : 09164135047

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
3	Fully Automatic, Color Print Capable Option, Inclusions: Pedestal for Duplicating Machine, Initial Consumables - TELEPROMPTER - Telmax Futura Key Features: 19 inches LCD Monitor with VGA input up to 35' reading range, 16 inches x 17 inches, 70/30 Beam Splitter Unit, Fits camera bodies and styles from DSLR to full-sized ENG Adjustable beam splitter angle: Propriety Adjustable camera, height adjustment Folds flat for Storage and Transporting, 8 inches sliding baseplate adjustment, readable up to 35' Weight only 23 pounds, recommended tripod weight of 25 pounds, anti-reflection coating on back of glass; HDMI and VGA input; ABS plastic mirror cover, Specifications: reading range: 35'/10.7m, Beam Splitter Size: 16 inches x 17 inches / 41cm x 43cm, Input: 1x VGA Supporting Operating System: Windows, MAC, Material of Construction: Aluminum Weight: 23lb / 10.4kg, package weight: 24.5lb, Box Dimension (LxWxH) 22 inches x 12 inches x 12 inches ***** Nothing Follows *****	Unit	1	98,000.00	98,000.00

Total Amount : 2,489,798.00


Total Amount In Words (Pesos): Two Million Four Hundred Eighty-Nine Thousand Seven Hundred Ninety-Eight Pesos Only

MA. JOSEFINA G. BELMONTE
 City Mayor

[Signature]
REMEL O. SANS 12/12/22
 Signature Over Printed Name of Supplier / Date

Funds Available:

[Signature]
RUBY G. MANANGU
 City Accountant


Approved Budget for the Contract : 2,498,000.00

OBR : No. 2022-11-14817

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 DEC 12 2022 and to expire on - JAN 11 2023

CONFORME:


 SIGNATURE OVER PRINTED NAME

General Manager 12/12/2022

 IN THE CAPACITY OF DATE
SKAWEL Trading & Services Inc.

 COMPANY NAME

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

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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Place of Delivery : CGSD Central Warehouse **Delivery Schedule :** Thirty (30) Calendar Days
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	With minimum technical specifications PHOTOCOPIER MACHINE - Fuji ✓ Max Copying Speed: up to 22 PPM, Max Copying Resolution: up to 600 x 600 DPI, Print Area: 289mm x 412mm; Maximum Documents: Enlargement 200%, Maximum Documents: Reduction: 50%, Standard Tray Capacity: 350 Sheets-AC 100-240 Volts, 10.0-5.0 A: 50-60Hz, Copy from Platen: 7.2 seconds or less, Print: 14 seconds or less; Capacity: (75 gsm paper): 1: 250 sheets each, 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 (Tray 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 customs sizes: 98mm to 432mm, 127mm to 297mm Paper weight: Tray 1:60 to 90 gsm: Tray 5 is standard 60 to 216 gsm; 60 to 216 gsm	Unit	2	118,299.00	236,598.00
2	DIGITAL DUPLICATOR - Blue ✓ Model: Floor Stand Model Specification: Master Making Thermal Digital Master Making, Master Making Speed: 17 seconds to 21 seconds Scanning Resolution: 300 DPI x 600 DPI or Higher, Scanning Area (max): 297mm x 432mm Print Speed: 130 pages per minute; 3 step or higher; Paper weight: 45-210 gsm range ✓ Feeder / Stacker Capacity: 1000 sheets or higher, Operational Panel: LCD Panel ✓ Image Modes: Text, Photo, Pencil, Screen, Online: USB interface or its Equivalent Zoom: 50-200% or higher, Ink Supply Method: Fully Automatic, Master Feeding Method: Fully Automatic, Master Ejection Method:	Unit	6	359,200.00	2,155,200.00

MA. JOSEFINA G. BELMONTE
 City Mayor

RENIEL O SORIS
 Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
 City Accountant

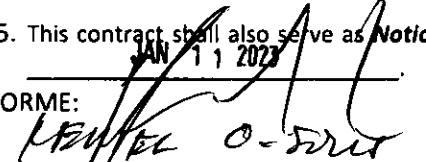
OBR : 1U-2020-11-14817

Approved Budget for the Contract : 2,498,000.00

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CONFORME:



 SIGNATURE OVER PRINTED NAME

General Manager

 IN THE CAPACITY OF

12/12/2022

 DATE

Duly authorized to sign this Purchase Order for and on behalf of SKAWEL Trading & Supplies 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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