



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



PO Number **2211113**

**Purchase Order** Date: **DEC 05 2022**

Procuring Unit : <b>SCHOOLS DIVISION OFFICE</b>	Project Number : <b>SDO-22-SERVICES-1530</b>
Company Name : <b>BOOK CHOICE PUBLISHING</b>	Mode of Procurement : <b>Public Bidding</b>
Address : <b>123 Villanueva St., Sumilang Subd., Dalandan, Valenzuela City</b>	Resolution No. : <b>22-PB-438</b>
Business Type : <b>Sole Proprietorship Registration #05538872</b>	TIN Number : <b>902-496-465-000</b>
	Contact Number : <b>09271282670</b>

**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
	<ul style="list-style-type: none"> <li>•Cover: foldcote cal.12, full colors</li> <li>•No. of Copies: script and visual prompt based on number of proctors while record sheet is based on the number of students.</li> <li>•Services:               <ul style="list-style-type: none"> <li>- Coordinate with the personnel of the Schools Division Office Quezon City (SDO QC) in the administration and set up requirements of the assessment</li> <li>- Provide the results of the assessment to SDO QC within 5 to 14 days</li> <li>- Conduct the scoring, interpreting, and consolidating of results, soft copy, to SDO QC after the conduct of the scheduled assessment</li> <li>- Provide the interventions and training needed to be based on the English Literacy, Filipino Literacy, Numeracy and Socio-Emotional Assessment to SDO QC</li> </ul> </li> </ul> <p style="text-align: center;">***** Nothing Follows *****</p>				

**Total Amount :** 8,061,180.75

**Total Amount In Words (Pesos):** Eight Million Sixty-One Thousand One Hundred Eighty Pesos & 75/100 Only

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

*CYNTHIA*  
 Signature Over Printed Name of Supplier / Date  
 Dec 6 2022



**Funds Available:**

**RUBY G. MANANGU**  
 City Accountant

OBR : 200-2022-12 0090

**Approved Budget for the Contract :** 8,069,250.00

**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.

**DEC 06 2022**

15. This contract shall also serve as **Notice to Proceed**, to take effect on JAN 05 2023 and to expire on -

CONFORME:

*[Signature]*  
~~CANTARA~~ ~~OR~~ ~~CANTARA~~  
 SIGNATURE OVER PRINTED NAME

*Proprietors*  
 IN THE CAPACITY OF

*12-6-22*  
 DATE

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

*Bookchoice Publishing*  
 COMPANY NAME

**SUBSCRIBED AND SWORN** to before me this DEC 06 2022 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. NO4-90-15-341B

Doc. No. 346  
 Page No. 79  
 Book No. I  
 Series of 2022

*[Signature]*  
**ATTY. ARCELIM**  
 Notary Public for Quezon City  
 Notarial Commission: NP 128, 7/14/21 to 12/31/22  
 Roll No. 65768  
 PTR No. 2445153, 1-5-22  
 IBP OR No. 197140, 1-7-22  
 MCLE Compliance No. 6-0226861  
 THE 512, 302, 254, 000  
 Address: 25 Metalino St., Brgy. Central, Quezon City

**\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to P12,500,000.00 and above only)**



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



PO Number **2211113**

**Purchase Order** Date: DEC 05 2022

Procuring Unit : SCHOOLS DIVISION OFFICE	Project Number :SDO-22-SERVICES-1530
Company Name : BOOK CHOICE PUBLISHING	Mode of Procurement :Public Bidding
Address : 123 Villanueva St., Sumilang Subd., Dalandan, Valenzuela City	Resolution No. :22-PB-438
Business Type : Sole Proprietorship Registration #05538872	TIN Number :902-496-465-000
	Contact Number :09271282670

**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	b)Literacy (Filipino) - c)Numeracy - d)Socio-Emotional Learning -  Specifications: - •Size: 8.5 inches x 11 inches - •Pages: 12-13 pages each tool - •Materials: inside - substance 20, - 70 gsm, one color - •Cover: foldcote col.12, full colors - •No. of Copies: script and visual prompt based on number of proctors while record sheet is based on the number of students - •Services: - - Coordinate with the personnel of the Schools Division Office Quezon City (SDO QC) in the administration and set up requirements of the assessment - Provide the results of the assessment to SDO QC within 5 to 14 days - - Conduct the scoring, interpreting, and consolidating of results, soft copy, to SDO QC after the conduct of the scheduled assessment - Provide the interventions and training needed to be based on the English Literacy, Filipino Literacy, Numeracy and Socio-Emotional Assessment to SDO QC -  Grade 2 -  Content: - a)Literacy (English) - b)Literacy (Filipino) - c)Numeracy - d)Socio-Emotional Learning -	copy	38,392	49.95	1,917,680.40

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

*CYNTHIA DEL CASTILLO*  
**CYNTHIA DEL CASTILLO**  
 Signature Over Printed Name of Supplier / Date Dec. 4, 2022

**Funds Available:**

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

OBR :  
 Approved Budget for the Contract : 8,069,250.00

*Handwritten initials*

**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 06 2022 and to expire on - JAN 05 2023

CONFORME:

CYNTHIA DEL ROSA  
SIGNATURE OVER PRINTED NAME

Proprietress

IN THE CAPACITY OF

12-6-22  
DATE

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

Bookchoice Publishing  
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 **2211113**

**Purchase Order** Date: DEC 05 2022

Procuring Unit : SCHOOLS DIVISION OFFICE ✓	Project Number :SDO-22-SERVICES-1530 ✓
Company Name : BOOK CHOICE PUBLISHING ✓	Mode of Procurement :Public Bidding ✓
Address : 123 Villanueva St., Sumilang Subd., Dalandan, Valenzuela City	Resolution No. :22-PB-438 ✓
Business Type : Sole Proprietorship Registration #05538872 ✓	TIN Number :902-496-465-000 ✓
	Contact Number :09271282670

**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	Kinder ✓  Content: a)Literacy (English) ✓ b)Literacy (Filipino) ✓ c)Numeracy ✓ d)Socio-Emotional Learning ✓  Specifications: •Size: 8.5 inches x 11 inches ✓ •Pages: 12-13 pages each tool ✓ •Materials: inside - substance 20, 70 gsm, one color ✓ •Cover: foldcote col.12, full colors ✓ •No. of Copies: script and visual prompt based on number of proctors while record sheet is based on the number of students ✓ •Services: ✓ - Coordinate with the personnel of the Schools Division Office Quezon City (SDO QC) in the administration and set up requirements of the assessment ✓ - Provide the results of the assessment to SDO QC within 5 to 14 days ✓ - Conduct the scoring, interpreting, and consolidating of results, soft copy, to SDO QC after the conduct of the scheduled assessment ✓ - Provide the interventions and training needed to be based on the English Literacy, Filipino Literacy, Numeracy and Socio-Emotional Assessment to SDO QC ✓	copy	43,983 ✓	49.95 ✓	2,196,950.85
2	Grade 1 ✓  Content: a)Literacy (English) ✓	copy	37,923	49.95	1,894,253.85

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

*CYNTHIA DEL CASTILLO*  
 Dec 16, 2022  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

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

OBR : *dm - 2022-11-00790*  
 Approved Budget for the Contract : 8,069,250.00

**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.
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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.
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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.

DEC 06 2022

15. This contract shall also serve as **Notice to Proceed**, to take effect on JAN 05 2023 and to expire on -

CONFORME:

CHRISTINA  
SIGNATURE OVER PRINTED NAME

Proprietress  
IN THE CAPACITY OF

12-6-22  
DATE

Duly authorized to sign this Purchase Order for and on behalf of B Electronics Publishing  
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 **2211113**

**Purchase Order** Date: **DEC 05 2022**

Procuring Unit : <b>SCHOOLS DIVISION OFFICE</b>	Project Number : <b>SDO-22-SERVICES-1530</b>
Company Name : <b>BOOK CHOICE PUBLISHING</b>	Mode of Procurement : <b>Public Bidding</b>
Address : <b>123 Villanueva St., Sumilang Subd., Dalandan, Valenzuela City</b>	Resolution No. : <b>22-PB-438</b>
Business Type : <b>Sole Proprietorship Registration #05538872</b>	TIN Number : <b>902-496-465-000</b>
	Contact Number : <b>09271282670</b>

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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
4	Specifications: •Size: 8.5 inches x 11 inches - •Pages: 12-13 pages each tool - •Materials: inside - substance 20, 70 gsm, one color - •Cover: foldcote col.12, full colors - •No. of Copies: script and visual prompt based on number of proctors while record sheet is based on the number of students - •Services: - Coordinate with the personnel of the Schools Division Office Quezon City (SDO QC) in the administration and set up requirements of the assessment - - Provide the results of the assessment to SDO QC within 5 to 14 days - - Conduct the scoring, interpreting, and consolidating of results, soft copy, to SDO QC after the conduct of the scheduled assessment - - Provide the interventions and training needed to be based on the English Literacy, Filipino Literacy, Numeracy and Socio-Emotional Assessment to SDO QC - Grade 3 - Content: > a)Literacy (English) ✓ b)Literacy (Filipino) ✓ c)Numeracy ✓ d)Socio-Emotional Learning ✓ Specifications: •Size: 8.5 inches x 11 inches - •Pages: 12-13 pages each tool - •Materials: inside - substance 20, 70 gsm, one color -	copy	41,087	49.95	2,052,295.65

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

*CYNTHIA DEL ROSARIO*  
**CYNTHIA DEL ROSARIO**  
 Signature Over Printed Name of Supplier / Date **Dec, 4, 22**

**Funds Available:**

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

**OBR : 200 2188-11- 000790**  
**Approved Budget for the Contract : 8,069,250.00**

RR/S

**TERMS AND CONDITIONS**

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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.
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15. This contract shall also serve as **Notice to Proceed**, to take effect on DEC 06 2022 and to expire on - JAN 05 2023

CONFORME: CYNTHIA DELA CRUZ  
 SIGNATURE OVER PRINTED NAME

Proprietress  
 IN THE CAPACITY OF

12-6-22  
 DATE

Duly authorized to sign this Purchase Order for and on behalf of Book Choice Publishing  
 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. \_\_\_\_\_  
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**\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)**