



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2211078**

Purchase Order Date: **DEC 20 2022**

Procuring Unit	: COMMISSION ON AUDIT	Project Number	: COA-22-OSD-1411
Company Name	: MCARMS TRADING	Mode of Procurement	: 53.9
Address	: #21 11th Floor Unit 10-C Capitol Plaza Building, Matalino st. cor. Matatag Ext. Central, Quezon City	Resolution No.	: 22-A-459
Business Type	: Sole Proprietorship Registration #3001084	TIN Number	: 432-929-074-000
		Contact Number	: 0917-3531844

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
18	RUBBERBAND 350GMS NO. 18, super strong wt. 225gms./box	Box	30	220.00	6,600.00
19	STICKER PAPER GLOSS A4 10s/pack	Pack	10	65.00	650.00
20	THERMAL PAPER, 216mm x 30mm/roll	Roll	20	55.00	1,100.00
21	HP SMARTTANK 515				
21	HP GT51 (BLACK)	pc	10	275.00	2,750.00
22	HP GT52 (MAGENTA)	pc	10	275.00	2,750.00
23	HP GT52 (CYAN)	pc	10	275.00	2,750.00
24	HP GT52 (YELLOW)	pc	10	275.00	2,750.00
25	EPSON L3110				
25	003 (BLACK)	pc	40	275.00	11,000.00
26	003 (MAGENTA)	pc	40	275.00	11,000.00
27	003 (CYAN)	pc	40	275.00	11,000.00
28	003 (YELLOW)	pc	40	275.00	11,000.00
29	BROOM, soft (tambo)	pc	10	120.00	1,200.00
30	INSECTICIDE - Aerosol type 500ml/bottle	Bottle	30	200.00	6,000.00
31	LIGHTBULB, 13watts round bulb	Pc	75	175.00	13,125.00
32	LIGHTBULB tube LED Tube single ended 9 watts	Pc	250	200.00	50,000.00
33	STRAW PLASTIC approximately 400g/roll	Roll	20	195.00	3,900.00
34	PUSH CART, Heavy Duty, size of deck 900x600mm. load capacity 300kg	pc	2	4,000.00	8,000.00

***** Nothing Follows *****

Total Amount : **955,405.00**

Total Amount In Words (Pesos): Nine Hundred Fifty-Five Thousand Four Hundred Five Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



Ma. Carmille I. Cuganan 12-20-2022
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 100 - 2022 - 12 - 10360

Approved Budget for the Contract : 963,707.00

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.
15. This contract shall also serve as **Notice to Proceed**, to take effect on DEC 20 2022 and to expire on - JAN 19 2023.

CONFORME:

Mr. Carlisle I. Curanan

SIGNATURE OVER PRINTED NAME

Proprietress

IN THE CAPACITY OF

12-20-2022

DATE

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

Moarms Trading
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 **2211078**

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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	BATTERY AA, 4's/pack	Pack	6	95.00	570.00
2	BINDER RING A4 8MM/black. 20pcs/bundle	bundle	10	375.00	3,750.00
3	BINDER RING A4 16MM/black, 20pcs/bundle	bundle	10	575.00	5,750.00
4	BINDER RING A4 32MM/black, 20pcs/bundle	bundle	10	950.00	9,500.00
5	BOND PAPER Letter size. A 11, 70gsm	Ream	500	250.00	125,000.00
6	CALCULATOR 14 digit, solar electronic	Unit	20	700.00	14,000.00
7	CLIP, backfold, 19mm, 12pcs/box	Box	20	8.00	160.00
8	CLIP, backfold, 25mm, 12pcs/box	Box	20	15.00	300.00
9	DATA FILE BOX, FILE/MAGAZINE BOX MADE OF CHIPBOARD/ RED – 50 PCS	Pc	100	75.00	7,500.00
	DATA FILE BOX, FILE/MAGAZINE BOX MADE OF CHIPBOARD/ BLUE – 50 PCS				
10	FILE FOLDER - red, CAO-COA printed, leatherette paper material made of linen design for outside cover, coated paper for inside cover including spine portion, With all steel lever arch file mechanism and taglia lock 3 inches (W) x 9.5 inches (H) x 16 inches (L)	Pc	1,800	245.00	441,000.00
11	FILE FOLDER - blue, CAO-COA printed, leatherette paper material made of linen design for outside cover, coated paper for inside cover including spine portion, With all steel lever arch file mechanism and taglia lock 3 inches (W) x 9.5 inches (H) x 16 inches (L)	Pc	700	245.00	171,500.00
12	FOLDER MOROCCO, short, blue, with binder	Pc	500	25.00	12,500.00
13	FOLDER, Pressboard, Legal Size	Box	10	850.00	8,500.00
14	INDEX CARD, While, 1/2 (5x8) 100's per pack	Pack	10	55.00	550.00
15	PAGE MARKER Sticky notes page markers. Assorted Color 100pcs/set	Set	50	45.00	2,250.00
16	PENCIL, No. 2, 12pcs/box	Box	20	250.00	5,000.00
17	PHOTO PAPER A4, 220GSM 20's/pack - KODAK	Pack	10	200.00	2,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Ma. Carmille I. Curaran
Ma. Carmille I. Curaran 12-20-2022
Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
City Accountant

OBR : 100-2022-12-16360

Approved Budget for the Contract : 963,707.00

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CONFORME:

Mr. Carmille I. Caranan

SIGNATURE OVER PRINTED NAME

Proprietress

IN THE CAPACITY OF

12-20-2022

DATE

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

Mcarms Trading
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 _____

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