



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



PO Number **2212045**

Purchase Order Date: **DEC 19 2022**

Procuring Unit : OFFICE OF THE CITY MAYOR  
Company Name : AFKAR AUTO PARTS SUPPLY  
Address : 41 Agno St. NIA Village Sauyo 6, Quezon City  
Business Type : Sole Proprietorship Registration #05630699  
Project Number : OCM-22-VRM-1722B  
Mode of Procurement : 53.9  
Resolution No. : 22-A-545  
TIN Number : 230-216-305-000  
Contact Number : 332-56-84

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 : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
114	Tires, size 185 R14C	Piece	4	6,500.00	26,000.00
115	Wheel alignment and camber correction	Lot	1	2,500.00	2,500.00
116	Battery, 3SMF MITSUBISHI L-300FB, NGM2631	Piece	1	8,850.00	8,850.00
117	Tire, size 185 R14C	Piece	4	6,500.00	26,000.00
118	Wheel alignment and camber correction	Lot	1	2,500.00	2,500.00
119	Battery, 3SMF TOYOTA AVANZA, SAB3526	Piece	1	8,850.00	8,850.00
120	Tire, size 185 / 70 R14	Piece	2	5,600.00	11,200.00
121	Wheel alignment and camber correction	Lot	1	2,500.00	2,500.00
	***** Nothing Follows *****				

Total Amount : 551,490.00

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

MA. JOSEFINA G. BELMONTE  
City Mayor



Signature Over Printed Name of Supplier / Date

12-23-2022  
Signature of Supplier

Funds Available:

RUBY G. MANANGU  
City Accountant

OBR : 100-2020-12, 16224

Approved Budget for the Contract : 552,890.00

## 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 23 2022 and to expire on - JAN 07 2023.

CONFORME:



SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE

IN THE CAPACITY OF

12-23-2022

DATE

Duly authorized to sign this Purchase Order for and on behalf of AFILAR AUTO PARTS SUPPLY  
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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Address	: 41 Agno St. NIA Village Sauyo 6, Quezon City	Resolution No.	: 22-A-545
Business Type	: Sole Proprietorship Registration #05630699	TIN Number	: 230-216-305-000
		Contact Number	: 332-56-84

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 : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	SUZUKI ESPRESSO, G20301				
1	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
2	Flushing of system	Lot	1	2,500.00	2,500.00
3	Sparkplug	Piece	3	450.00	1,350.00
4	Battery, NS40	Piece	1	7,000.00	7,000.00
5	Engine oil	Gallon	1	2,400.00	2,400.00
6	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20315				
7	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
8	Flushing of system	Lot	1	2,500.00	2,500.00
9	Sparkplug	Piece	3	450.00	1,350.00
10	Battery, NS40	Piece	1	7,000.00	7,000.00
11	Engine oil	Gallon	1	2,400.00	2,400.00
12	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20286				
13	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
14	Flushing of system	Lot	1	2,500.00	2,500.00
15	Sparkplug	Piece	3	450.00	1,350.00
16	Battery, NS40	Piece	1	7,000.00	7,000.00
17	Engine oil	Gallon	1	2,400.00	2,400.00
18	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20916				
19	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
20	Flushing of system	Lot	1	2,500.00	2,500.00
21	Sparkplug	Piece	3	450.00	1,350.00
22	Battery, NS40	Piece	1	7,000.00	7,000.00

MA. JOSEFINA G. BELMONTE  
City Mayor

Signature Over Printed Name of Supplier / Date

CHERRY E. RAFAEL

12-23-2022

Funds Available:

RUBY G. MANANGU  
City Accountant

OBR : 100.2122.12.14224

Approved Budget for the Contract : 552,890.00



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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
23	Engine oil	Gallon	1	2,400.00	2,400.00
24	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20292				
25	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
26	Flushing of system	Lot	1	2,500.00	2,500.00
27	Sparkplug	Piece	3	450.00	1,350.00
28	Battery, NS40	Piece	1	7,000.00	7,000.00
29	Engine oil	Gallon	1	2,400.00	2,400.00
30	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G2J010				
31	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
32	Flushing of system	Lot	1	2,500.00	2,500.00
33	Sparkplug	Piece	3	450.00	1,350.00
34	Battery, NS40	Piece	1	7,000.00	7,000.00
35	Engine oil	Gallon	1	2,400.00	2,400.00
36	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20914				
37	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
38	Flushing of system	Lot	1	2,500.00	2,500.00
39	Sparkplug	Piece	3	450.00	1,350.00
40	Battery, NS40	Piece	1	7,000.00	7,000.00
41	Engine oil	Gallon	1	2,400.00	2,400.00
42	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G2M679				
43	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
44	Flushing of system	Lot	1	2,500.00	2,500.00

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

**CHERYL D. RAFAEL** 12-23-2022  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR :**

**Approved Budget for the Contract :** 552,890.00





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45	Sparkplug	Piece	3	450.00	1,350.00
46	Battery, NS40	Piece	1	7,000.00	7,000.00
47	Engine oil	Gallon	1	2,400.00	2,400.00
48	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G200307				
49	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
50	Flushing of system	Lot	1	2,500.00	2,500.00
51	Sparkplug	Piece	3	450.00	1,350.00
52	Battery, NS40	Piece	1	7,000.00	7,000.00
53	Engine oil	Gallon	1	2,400.00	2,400.00
54	Oil filter	Piece	1	800.00	800.00
55	Pull-down alternator assembly to replace defective parts.	Lot	1	2,000.00	2,000.00
56	Pilot Bearing	Piece	1	625.00	625.00
	SUZUKI ESPRESSO, G20294				
57	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
58	Flushing of system	Lot	1	2,500.00	2,500.00
59	Sparkplug	Piece	3	450.00	1,350.00
60	Battery, NS40	Piece	1	7,000.00	7,000.00
61	Engine oil	Gallon	1	2,400.00	2,400.00
62	Oil filter	Piece	1	800.00	800.00
63	Clutch Disc	Piece	1	8,150.00	8,150.00
64	Pressure Plate	Piece	1	9,325.00	9,325.00
65	Release Bearing	Piece	1	2,650.00	2,650.00
66	Pilot Bearing	Piece	1	850.00	850.00
67	Clutch Cable Assy.	Piece	1	7,500.00	7,500.00
	SUZUKI ESPRESSO, G2M721				

MA. JOSEFINA G. BELMONTE  
City Mayor

Signature Over Printed Name of Supplier / Date

12-23-2022

Funds Available:

RUBY G. MANANGU  
City Accountant

OBR :

Approved Budget for the Contract : 552,890.00



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68	Sparkplug	Piece	3	450.00	1,350.00
69	Battery, NS40	Piece	1	7,000.00	7,000.00
70	Engine oil	Gallon	1	2,400.00	2,400.00
71	Oil filter	Piece	1	800.00	800.00
72	Oxygen Sensor	Piece	1	19,500.00	19,500.00
	SUZUKI ESPRESSO, G2J143				
73	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
74	Flushing of system	Lot	1	2,500.00	2,500.00
75	Sparkplug	Piece	3	450.00	1,350.00
76	Battery, NS40	Piece	1	7,000.00	7,000.00
77	Engine oil	Gallon	1	2,400.00	2,400.00
78	Oil filter	Piece	1	800.00	800.00
79	Clutch Disc	Piece	1	8,150.00	8,150.00
80	Pressure Plate	Piece	1	9,325.00	9,325.00
81	Release Bearing	Piece	1	2,650.00	2,650.00
82	Pilot Bearing	Piece	1	850.00	850.00
83	Clutch Cable Assy.	Piece	1	7,500.00	7,500.00
84	Flywheel Reface	Lot	1	3,000.00	3,000.00
	SUZUKI ESPRESSO, G2M667				
85	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
86	Flushing of system	Lot	1	2,500.00	2,500.00
87	Sparkplug	Piece	3	450.00	1,350.00
88	Battery, NS40	Piece	1	7,000.00	7,000.00
89	Engine oil	Gallon	1	2,400.00	2,400.00
90	Oil filter	Piece	1	800.00	800.00
	SUZUKI ESPRESSO, G20911				

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

**CHERYL E. RAFAEL** 12-23-2022  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR :**

**Approved Budget for the Contract : 552,890.00**





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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
91	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
92	Flushing of system	Lot	1	2,500.00	2,500.00
93	Sparkplug	Piece	3	450.00	1,350.00
94	Battery, NS40	Piece	1	7,000.00	7,000.00
95	Engine oil	Gallon	1	2,400.00	2,400.00
96	Oil filter	Piece	1	800.00	800.00
97	Clutch Disc	Piece	1	8,150.00	8,150.00
98	Pressure Plate	Piece	1	9,325.00	9,325.00
99	Release Bearing	Piece	1	2,650.00	2,650.00
100	Pilot Bearing	Piece	1	850.00	850.00
	MITSUBISHI L-300FB, NGM2628				
101	Tires, size 185 R14C	Piece	4	6,500.00	26,000.00
102	Wheel alignment and camber correction	Lot	1	2,500.00	2,500.00
	MITSUBISHI L-300FB, NGM2629				
103	Freon gas, 134 – A	Lot	1	3,300.00	3,300.00
104	Flushing of system	Lot	1	2,500.00	2,500.00
105	Filter drier	Piece	1	3,590.00	3,590.00
106	Expansion valve	Piece	2	3,800.00	7,600.00
107	Compressor assy.	Piece	1	31,500.00	31,500.00
108	Tires, size 185 R14C	Piece	4	6,500.00	26,000.00
109	Wheel alignment and camber correction	Lot	1	2,500.00	2,500.00
110	Battery, 3SMF	Piece	1	8,850.00	8,850.00
111	Engine oil	liter	5	900.00	4,500.00
112	Oil filter	Piece	1	1,350.00	1,350.00
113	Air cleaner	Piece	1	2,750.00	2,750.00
	MITSUBISHI L-300FB, NGM2630				

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

**CHERYL E. MPAEL** 12-23-2022  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR :

Approved Budget for the Contract : 552,890.00