



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



PO Number **2212087**

**Purchase Order** Date: **DEC 23 2022**

Procuring Unit : CITY PLANNING AND DEVELOPMENT DEPARTMENT	Project Number : CPDD-22-PS2-1665
Company Name : MS. V ENTERPRISES	Mode of Procurement : Public Bidding
Address : Bayo Condo, Scout Bayoran cor. Scout Tuazon, Quezon City	Resolution No. : 22-PB-555
Business Type : Sole Proprietorship Registration #05360637	TIN Number : 136-386-905-000
	Contact Number : 0917-819-5910

**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 :** Upon Request by the end-user not later than December 31, 2022  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
11	500php load card Can be load to All- access Data: All sites and Apps Magic Data: No expiry Facemask 1 box = 50 pcs, disposable surgical facemask, Bacterial filtration efficiency => 98% Sub-micron particulates filtration efficient at 0.1 micron =>98% Differential pressure, mm H2O/cm2 (Breathability) = <5.0 Provides at least 98% filtration against airborne particles and bacteria	Box	3,968	110.50	438,464.00
12	Liquid Hand soap Liquid handsoap, pure white, removes 99% of germs, 225ml per bottle	Bottle	992	130.50	129,456.00
13	Alcohol Alcohol Pump 70% Solution Antiseptic / Disinfectant, 500ml per bottle	Bottle	992	143.00	141,856.00
	***** Nothing Follows *****				

**Total Amount : 2,983,310.40**

**Total Amount in Words (Pesos):** Two Million Nine Hundred Eighty-Three Thousand Three Hundred Ten Pesos & 40/100 Only

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



**VENUS T. TERRY** *dec. 23, 2022*  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
 City Accountant

**OBR :** 100-0100-12.14705

**Approved Budget for the Contract : 2,984,192.16**

**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 -

CONFORME:

VENUS J. JERRY

SIGNATURE OVER PRINTED NAME

PROPRIETRESS

IN THE CAPACITY OF

dec. 23, 2022

DATE

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

Mrs. V. ENTERPRISES

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 PASSPORT ID with his/her photograph and signature appearing thereon with No. 85492620

Doc. No. 480

Page No. 90

Book No. 003

Series of 2022

Notary Public  
 Room 405, Security Bank Building,  
 Matalim St., Quezon City  
 Adm. Matter No. 149-103  
 Commission expires on December 31, 2022  
 Attorney's Roll No. 63114  
 IBP Lifetime No. 016506, Quezon City Chapter  
 PIR No. 0699789, 06, 2021, Quezon City

**\*\*\*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 **2212087**

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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Pencil 12 pcs per box, medium, wood, soft yellow, with non-smudge pink/red eraser	Box	992	110.50	109,616.00
2	Paper (A4) Multi-copy, A4 size, 80 gsm, 5 ream per box	Box	5	159.00	795.00
3	Paper (Legal Size) Multi-copy, legal size, 80 gsm, 5 ream per box	Box	5	184.00	920.00
4	Permanent Marker color black, quick-drying ink is fade-resistant and water-resistant. 4.0mm acrylic fiber tip writes a 1.0mm line, refillable	Piece	3,968	16.30	64,678.40
5	Continuous Ink for Printers (Black) 1 gallon (3.78 Liter), color black, ink compatible for printer, Epson L120 – Model Ink 0664	Bottle	5	1,000.00	5,000.00
6	Continuous Ink for Printers (Cyan) gallon (3.78 Liter), color cyan, ink compatible for printer, Epson L120 – Model Ink 0664	Bottle	5	1,235.00	6,175.00
7	Continuous Ink for Printers (Magenta) 1 gallon (3.78 Liter), color magenta, ink compatible for printer, Epson L120 – Model Ink 0664	Bottle	5	1,235.00	6,175.00
8	Continuous Ink for Printers (Yellow) 1 gallon (3.78 Liter), color yellow, ink compatible for printer, Epson L120 – Model Ink 0664	Bottle	5	1,235.00	6,175.00
9	Cellphone Prepaid Card 500php load Card With this load card you will be able to access all data and call/ text promos Easy to register, No expiry date	Card	2,074	500.00	1,037,000.00
10	Cellphone Prepaid Call and Text Card	Card	2,074	500.00	1,037,000.00

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

**Venus I. Perry** **Dec. 23, 2022**  
 Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
 City Accountant

**OBR : 100. 2022-12. 14705**

**Approved Budget for the Contract : 2,984,192.16**

**TERMS AND CONDITIONS**

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CONFORME:

VERMS I. TORAL  
SIGNATURE OVER PRINTED NAME

PROPRIETRESS  
IN THE CAPACITY OF

dec. 23, 2022  
DATE

Duly authorized to sign this Purchase Order for and on behalf of MS. V ENTERPRISES  
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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