



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



PO Number **2303019**

Date: **MAR 30 2023**

Procuring Unit	: BARANGAY AND COMMUNITY RELATIONS DEPARTMENT	Project Number	: BCRD-22-OE-1775
Company Name	: MS. V ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: #6 Bayo Condotel & Suites, Sct Bayoran St., Cor. Sct Tuazon, South Triangle, Quezon City	Resolution No.	: 23-PB-111
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 : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
10	Paper adjuster included Metal base Working area: A4 size Cutting length: 430mm Cutting capacity: 1 ream (stand 70gsm) Paper cutter type: wood base paper VIDEO TRIPOD Aluminum tripod with video head Load (kg): 9.98 1551mm (folded:825mm) Material: aluminum Net weight: 3.6kg.	unit	1	11,373.80	11,373.80
11	DRY SEAL Pocket seal, machine engraved Weight: 500gm	unit	1	5,460.00	5,460.00
	***** Nothing Follows *****				

Total Amount : 260,418.00

Total Amount In Words (Pesos): Two Hundred Sixty Thousand Four Hundred Eighteen Pesos Only

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



**VENUS T. JERRY** 4-11-2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100 - 2023 - 07 - 0411

Approved Budget for the Contract : 262,335.40

### 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 APR 11 2023 and to expire on -

CONFORME:

VENUS T. TENA  
SIGNATURE OVER PRINTED NAME

PROPRIETRESS

IN THE CAPACITY OF

4-11-2023

DATE

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

MS. ENTERPRISES

COMPANY NAME

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of \_\_\_\_\_, 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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Company Name : **MS. V ENTERPRISES** ✓ Mode of Procurement : **Public Bidding** ✓  
Address : **#6 Bayo Condotel & Suites, Sct Bayoran St., Cor. Sct Tuazon, South Triangle, Quezon City** ✓ Resolution No. : **23-PB-111** ✓  
Business Type : **Sole Proprietorship Registration #05360637** ✓ TIN Number : **136-386-905-000** ✓  
Contact Number : **0917-819-5910** ✓

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**Delivery Schedule :** Thirty (30) Calendar Days ✓

**Payment Term :** Credit ✓

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	LAMINATOR Heavy Duty Machine ✓ Laminating Speed: 50Hz:460mm/min, 60Hz: 560mm/min ✓ Laminating Width: 320mm ✓ Laminating Films: 75mic-250mic ✓ Thickness of substrate (Paper): 80g/nf ~ 250g/nf ✓ Power Requirements: 220~240V, 50/60Hz ✓ Power Consumption: 520W, 2.1A ✓ Heating System: Heat Plate (Ruthnox) ✓ Operating temperature: 150 Max. ✓ Speed Control: Fixed ✓ Temperature Control: Knob & Volume ✓ Dimensions (W x L x H): 500mm x 185mm x 95mm ✓ Type of Main Motor: Synchronous Motor-S ✓	unit ✓	1 ✓	19,370.00 ✓	19,370.00 ✓
2	VOICE RECORDER, (digital) Record in MP3/LPCM with a highly sensitivity ✓ S-Microphone ✓ Internal Memory: 4 GB ✓ Compatible Memory Cards: microSDHC, microSDXC ✓ Connectors: 1/8 inch Mini Female Microphone In, ✓ 1/8 inch Mini Female Headphone Out ✓ USB: USB 2.0 (A) ✓ Operating System Support: Windows, macOS/OS X ✓ Dimensions (W x H x D): 1.44 inches x 4.05 inches x .48 inch / 36.6mm x 102.8mm x 12.2mm ✓ Weight: 1.7 oz. / 48g ✓ Warranty Length: 1 year ✓	unit ✓	2 ✓	10,250.00 ✓	20,500.00 ✓
3	SPEAKER 15 inches 2 Way 800W Powered speaker ✓ 300W Amplifier Power ✓	unit ✓	2 ✓	22,000.00 ✓	44,000.00 ✓

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

**VENUS T. TERRY** **4-11-2023**  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant ✓

**Approved Budget for the Contract : 262,335.40** ✓

**OBR : 100-21207-07-01811**



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4	USB/ FM/ Bluetooth Function Low: 2.5 inches voice coil, Hi: 1.7 inches voice coil Sensitivity: 100dB Frequency range: 20Hz- 55Khz Dimension; 67cm (H) x 39cm (W) x 34.5cm (D) Net Weight: 17kg. MICROPHONE Dual Channel UHF Wireless Microphone Integrative performance: Frequency range: VHF220-268MHz; UHF600-960MHz Frequency stability: <+0.05% Maximum deviation: 65Hz Microphone technology specification: RF power output <10mW Battery: 1.5V 2 AA size alkaline or rechargeable batteries Battery life: over 8 hours continuous operation	unit ✓	2 ✓	8,000.00 ✓	16,000.00 ✓
5	USB CONDENSER MICROPHONE Style: hanging microphones Transducer: condenser microphone Set type: Multi -Microphone Kits Polar Patterns: Cardioid Communication: Wired Type: Professional USB Microphone Microphone -core: Dia. 16mm Condenser	unit ✓	1 ✓	4,577.20 ✓	4,577.20 ✓
6	CAMERA, DSLR 26MP X-trans BSI-CMOS Sensor 5-axis in-body image stabilization on-sensor phase detection 3 inches, 1.04M -dot fully articulating touchscreen 2.36M-Dot OLED electronic viewfinder 30 fps	unit ✓	1 ✓	102,687.00 ✓	102,687.00 ✓

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

**VENUS T. JERRY** 4-11-2023  
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**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**Approved Budget for the Contract : 262,335.40**

**OBR : 100-DIAM-02 OBR 11**



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	burst shooting with crop (up to 20 fps without) DCI and UHD 4K capture at up to 30p with F-log support External mic and headphones sockets 325 shots per charge using LCD USB Power Delivery Support Single UHS-I card slot Wi-Fi + Bluetooth Battery: 1x NP- W126S rechargeable Lithium- Ion, 8.4 VCD, 1260 mAh Dimensions (W x H x D): 5 inches x 3.4 inches x 2.6 inches / 126mm x 85.1mm x 65.4mm Weight: 14.6 oz. / 415g (body only) 16.4 oz./ 465g (body with battery and memory)				
7	PROJECTOR SCREEN Projector screen with stand, With premium wrinkle-free matte PVC on tripod Size:100 inches (4:3) Screen fabric: white Color: white with black	unit ✓	3 ✓	7,800.00 ✓	23,400.00 ✓
8	PUSH CART Hand Truck Trolley Push Cart Foldable, powder coated, heavy duty Maximum load: 150kgs Baseboard size: 72cm x 48cm 4 Wheel Cart, 2 Swivel, 2 Regular Size: 735mm x 485mm x 815mm Height: 84cm with the wheel	unit ✓	1 ✓	5,250.00 ✓	5,250.00 ✓
9	PAPER CUTTER Heavy duty, Paper size indicator	unit ✓	1 ✓	7,800.00 ✓	7,800.00 ✓

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**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**Approved Budget for the Contract : 262,335.40**

**OBR : 100-2140-00-01511**