



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



PO Number **2305060**

Purchase Order Date: **JUN 01 2023**

Procuring Unit	: NOVALICHES DISTRICT HOSPITAL	Project Number	:NDH-23-FURNITURE-0614
Company Name	: CONG GENERAL MERCHANDISE	Mode of Procurement	:Public Bidding
Address	: Unit 206, 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City	Resolution No.	:23-PB-231
Business Type	: Sole Proprietorship Registration #2932270	TIN Number	:236-035-022-00000
		Contact Number	:09266814502

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	File Cabinet, lateral, 4 drawers, lateral filing cabinet with anti-tilt lock Mechanism / KD, Compatible with A4, FC, letter and legal - size files, Color: Gray, Dimension (cm): 90 (w) x 45 (d) x 103 (h)	unit	20	30,704.00	614,080.00
2	File Cabinet, vertical, 4 drawers, vertical filing cabinet with lock mechanism, GA 20, powder coated metal finish, Color: Off-white	unit	29	29,250.00	848,250.00
3	Open Shelves, all metal body, four (4) adjustable shelf, Color: Gray, Dimension (cm): 90 (w) x 40 (d) x 185 (h), Gauge: 26	unit	20	14,040.00	280,800.00
4	Open Shelves, five (5) shelf shelving system, chipboard and galvanized steel, supplied with four uprights, five shelves, for shelf support and four plastic feet	unit	26	14,508.00	377,208.00
5	Executive Table, with side table, 45mm thick, solid wood in high pressure laminated top finish with bull nose edging in rosewood color. Table Dimension (cm): 200 (l) x 50 (w) x 75 (h), Side Table Dimension (cm): 100 (l) x 50 (w) x 75 (h)	unit	2	98,046.00	196,092.00
6	Conference Table, over all dimension: 7600mm L x 1600mm D x 750mm H / divide into 10 free standing tables: folding table individual size: 1600mm L x 600mm D x 750mm H / Specification: Carcass: Top: 25mm thick board melamine / finish: HPL, laminated / Sidings in 2mm PVC edge bank / metal legs / with metal tray under shelves	unit	1	106,704.00	106,704.00
7	Free Standing Table, high pressure laminated top, color code SP SF1176, powder coated metal legs with central drawer (powder coated metal drawer with lock) Dimension (cm): 120 (w) x 60 (d) x 75 (h)	unit	10	30,420.00	304,200.00
8	Free Standing Table, with side table, dimension (cm): 150 (w) x 70 (d) x 75 (h) with free standing side table, Dimension (cm): 100 (w) 50 (d) x 75 (h), color code SP SF1176, powder coated metal legs with central drawer (powder coated metal drawer with lock)	unit	10	36,972.00	369,720.00

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

**MARCO H. QUINTOS** / 6/9/2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : **NU-2305-05-04233**

Approved Budget for the Contract : 6,976,464.00



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



PO Number **2305060**

Purchase Order Date: **JUN 01 2023**

Procuring Unit : **NOVALICHES DISTRICT HOSPITAL** Project Number : **NDH-23-FURNITURE-0614**  
Company Name : **CONG GENERAL MERCHANDISE** Mode of Procurement : **Public Bidding**  
Address : **Unit 206, 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City** Resolution No. : **23-PB-231**  
Business Type : **Sole Proprietorship Registration #2932270** TIN Number : **236-035-022-00000**  
Contact Number : **09266814502**

Sir/Madam:

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Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
9	Working Table, high pressure laminated top, color code SP SF1176, powder coated metal legs, Color: Off white, Dimension (cm): 80 (w) x 60 (d) x 75 (h)	unit	20	28,080.00	561,600.00
10	Gang Chair, 3-seater, stainless steel, without armrest, not foldable seat, powder coated legs color white, made of stainless steel (super thick)	unit	20	14,040.00	280,800.00
11	Gang Chair, 4-seater, stainless steel, without armrest, not foldable seat, powder coated legs color white, made of stainless steel (super thick)	unit	15	20,124.00	301,860.00
12	Gang Chair, 5-seater, stainless steel, without armrest, not foldable seat, powder coated legs color white, made of stainless steel (super thick)	unit	10	16,848.00	168,480.00
13	Executive Chair, executive high back chair with armrest, gas lift and back tilt, with chrome legs, NET Series, Color: Black	unit	2	10,530.00	21,060.00
14	Kangaroo Chair, made from high quality virgin raw materials, durable and long lasting, stable and comfortable, can be used indoors and outdoors, Height: 87cm Width: 60cm depth: 77cm	unit	20	34,140.00	682,800.00
15	Staff Chair, fabric type, mid back with armrest, gas lift, 5 pronged legs, color: Black	unit	30	10,530.00	315,900.00
16	Ergonomic Chair, gray, mesh, adjustable seat height, padded flip-arm rest, headrest and synchro seat mechanism for easy reclining, contoured mesh sheet, high-back design with suspension seat	unit	1	15,210.00	15,210.00
17	Monobloc Chair, material / frame material: made of polypropylene which gives a strong and durable quality style: traditional, chair back panel style: backrest chair design: backrest chair	unit	100	936.00	93,600.00
18	Steel Cabinet, with glass door, top quality cold-rolled steel, 100% recyclable, any RAL or Pantone color available, heavy duty. Doors open 90-degree, standard height of 185cm	unit	35	21,060.00	737,100.00

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

**MARCO H. QUINTOS** / 6/9/2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : **NO-2023-AT-04320**

Approved Budget for the Contract : 6,976,464.00



Republic of the Philippines  
PROCUREMENT DEPARTMENT  
Quezon City Government



PO Number **2305060**

Purchase Order Date: **JUN 01 2023**

Procuring Unit : NOVALICHES DISTRICT HOSPITAL  
Company Name : CONG GENERAL MERCHANDISE  
Address : Unit 206, 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City  
Business Type : Sole Proprietorship Registration #2932270  
Project Number : NDH-23-FURNITURE-0614  
Mode of Procurement : Public Bidding  
Resolution No. : 23-PB-231  
TIN Number : 236-035-022-00000  
Contact Number : 09266814502

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
19	Mobile Pedestal, 3-drawers, powder coated finish color  ***** Nothing Follows *****	unit	80	8,700.00	696,000.00

Total Amount : 6,971,464.00

Total Amount In Words (Pesos): Six Million Nine Hundred Seventy-One Thousand Four Hundred Sixty-Four Pesos Only

MA. JOSEFINA G. BELMONTE  
City Mayor



MARCO H. QUINTOS / 6/9/2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU  
City Accountant

Approved Budget for the Contract : 6,976,464.00

OBR : no item at 04/20/23

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 JUN 09 2023 and to expire on - AUG 08 2023

CONFORME:

MARCO H. QUINTOS

SIGNATURE OVER PRINTED NAME

PROPRIETOR

IN THE CAPACITY OF

6/9/2023

DATE

Duly authorized to sign this Purchase Order for and on behalf of CONG GENERAL MERCHANDISE  
COMPANY NAME

SUBSCRIBED AND SWORN to before me this JUN 09 2023 day of JUNE 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 PASPORT ID with his/her photograph and signature appearing thereon with No. PS095524A.

Doc. No. 10

Page No. 3

Book No. 111

Series of 2023

ATTY. EUSEO S. CALMA, JR.

Quezon City Notary Public

Until Dec. 31, 2023

Roll No. 50183

PTR No. 4007172-D, 01/03/2023, Q.C.

JPB No. 257225, 01/01/2023

MCLE Comp. No. VII-0006924 Until April 14, 2025

Adm Matter No. NP-067 (2022-2023)

\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)

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. AWARDDEE 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 AWARDDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDDEE and for re-awarding the item(s) to the ALTERNATE AWARDDEE.
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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.
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CONFORME:

MARCO H. QUINTOS

SIGNATURE OVER PRINTED NAME

PROPRIETOR

IN THE CAPACITY OF

6/9/2023

DATE

Duly authorized to sign this Purchase Order for and on behalf of CONG GENERAL MERCHANTS  
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. \_\_\_\_\_.

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