



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



PO Number **2302016**

**Purchase Order** Date: **FEB 13 2023**

Procuring Unit	: OFFICE OF THE CITY MAYOR	Project Number	: OCM-23-HLMF-0246
Company Name	: ARANETA HOTELS INC.	Mode of Procurement	: 53.10
Address	: 101 Aguinaldo Avenue Cor. Mc Arthur Avenue, Araneta City, Socorro 3, Quezon City	Resolution No.	: 23-A-018
Business Type	: Corporation Registration #CS200714460	TIN Number	: 006-875-885-001
		Contact Number	: (046) 483 1290

Sir/Madam:

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

Place of Delivery : Office of the City Mayor

Delivery Schedule : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	apply a surcharge or re-quote on said business if number of attendees or function space increases or decreases from the signed contract.  ***** Nothing Follows *****				

Total Amount : 5,060,000.00

Total Amount In Words (Pesos): Five Million Sixty Thousand Pesos Only

MA. JOSEFINA G. BELMONTE  
City Mayor



JOSE B. RAMAN 2-13-23  
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU  
City Accountant

OBR : 100-213M-00-00536

Approved Budget for the Contract : 5,060,000.00





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	and lemon olive oil ✓ *Soup ✓ Cream of green pea soup with crispy pancetta ✓ *Main Course Grilled Chicken with fire roasted bell peppers Pan seared fish with mango, tomato and coriander salsa ✓ Glazed vegetables ✓ Steamed rice ✓ *Dessert Flourless Chocolate Cake ✓ ✓ Fresh Fruit slices ✓  PM snacks *Blueberry Danish ✓  Inclusions: Free flowing freshly brewed coffee and tea, Conference pads and pencils, Mints for all participants, Wi-Fi internet access in the meeting room, complimentary use of standard conference equipment (Basic PA system, LED wall, podium, flipchart), Parking passes based on ten percent (10%) of guaranteed guests, not applicable to valet  Event Inclusions, Commercial terms and Conditions: Prices: All net prices include government taxes and service charge; Room Hire Charges: Are based on current accommodation, catering & event requirements. Any shortfall in food & beverages spend will be charged as room rental; Commission: Rates are non- commissionable; 24-hour Hold: Unless a 24-hour hold is made on the event space, the Hotel reserves the right to dismantle the meeting set-up and allocate space to other clients as room rental; Definition of Guaranteed number and event attrition and cancellations terms: The Hotel reserves the right to				

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

**JOSE RASALAN** 2-13-23  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100-2122 @ 0034

Approved Budget for the Contract : 5,060,000.00





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		Contact Number	: (046) 483 1290

**Sir/Madam:**

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

**Place of Delivery :** Office of the City Mayor

**Delivery Schedule :** Fifteen (15) Calendar Days

**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Day 1 - Whole day (8:00AM-5:00PM) Meeting inclusive of: AM snacks *Beef Bolognese Baked Lasagna  Buffet lunch *Salad Mixed greens with 2 dressings (Vinaigrette, Thousand Island, Ranch dressing) Bread croutons, tomatoes and onions *Soup Potato and leek soup *Main Course Roasted pork belly with glazed shallots and mustard sauce Mandarin Chicken Vegetable gratin Steamed rice *Dessert Chocolate Peanut butter cake Fruit Salad  PM snacks *Club Sandwich	pax	1,100	2,300.00	2,530,000.00
2	Day 2 - Whole day (8:00AM-5:00PM) Meeting inclusive of: AM snacks *Creamy 6-Cheese Pasta  Buffet lunch *Salad Beetroot and romaine salad with feta cheese, garlic crisps	pax	1,100	2,300.00	2,530,000.00

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

**JOSE B. SAKLAN** 2-13-23  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

OBR : 110-2123-02 0036

**Approved Budget for the Contract :** 5,060,000.00



## 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 FEB 13 2023 and to expire on - FEB 28 2023.

CONFORME:

JURE B. PASCARAN  
SIGNATURE OVER PRINTED NAME

DIRECTOR OF FINANCE  
IN THE CAPACITY OF 2-13-23  
DATE

Duly authorized to sign this Purchase Order for and on behalf of ARANETA HOTELS INC.  
COMPANY NAME

SUBSCRIBED AND SWORN to before me this 13 FEB 2023 day of 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 \_\_\_\_\_ with his/her photograph and signature appearing thereon with No. \_\_\_\_\_.

Doc. No. 65  
Page No. 12  
Book No. XIII  
Series of 2023

ATTY. EUSEO S. CALMA, JR.  
Quezon City Notary Public  
Until Dec. 31, 2023  
Roll No. 50183

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

PTB No. 4997132-D 01/03/2023, O.C.  
ISP No. 257225, 01/01/2023  
MCLE Comp. No. VII-0006924 Until April 14, 2025  
Adm Matter No. NP-067 (2022-2023)