



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



PO Number **2305042**

Purchase Order Date: **19 MAY 2023**

Procuring Unit : **PUBLIC AFFAIRS AND INFORMATION SERVICE DEPARTMENT**

Project Number : **PAISD-23-CS1-0567B**

Company Name : **IJM ENTERPRISES AND SERVICES INC.**

Mode of Procurement : **Public Bidding**

Address : **#39 Peso St., Phase 8 North Fairview, Quezon City**

Resolution No. : **23-PB-243**

Business Type : **Corporation Registration #CS201011617**

TIN Number : **007-826-193-000**

Contact Number : **09088110807**

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 : Upon request by the End-User Not Later Than December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	ACTIVITY 1 AM Snacks: choices of ham sandwich or burger or pasta/ spaghetti or pancit guisado, bottle of water (350ml) – 20 pax X 3 meetings	pack	60	199.00	11,940.00
2	Lunch: choices of chicken or pork adobo, beef or fish dish, vegetable dish (sauteed patchay, tokwa with broccoli with beef), plain rice, and bottle of water (350ml), dessert - apple pie or cupcake or pudding – 20 pax X 3 meetings	pack	60	350.00	21,000.00
3	ACTIVITY 2 Heavy Meal: choices of beef steak or pork or chicken or vegetable dish (steamed broccoli with mushroom or ginataang sitaw or kalabasa), plain rice, and bottle of water (350 ml) Dessert: chocolate mousse or waffle or egg pie	pack	875	200.00	175,000.00
4	ACTIVITY 3 GROUP A: AM Snacks (30 pax) choices of pasta or sandwich or burger, side dish (potato salad or fresh fruit or green salad), and bottle of water (350 ml) GROUP B: Lunch (30 pax) choices of chicken or beef or pork or fish dish or vegetable dish (sauteed patchay, tokwa with patchay or sauteed french beans, cauliflower, broccoli), plain rice, and bottle of water (350 ml), dessert – muffin or banana bread or egg pie GROUP C – PM Snacks (80 pax) choices of sandwich burger or pasta or pancit guisado, side dish (scalloped potatoes or french fries), and bottle of water (350 ml)	pack	560	625.00	350,000.00
***** Nothing Follows *****					

Total Amount : 557,940.00

Total Amount In Words (Pesos): Five Hundred Fifty-Seven Thousand Nine Hundred Forty Pesos Only

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



*Marina Lourdes Leonor B. Hollen* 5/19/23  
Signature Over Printed Name of Supplier / Date

Funds Available:

*Ruby G. Manangu*  
**RUBY G. MANANGU**  
City Accountant

OBR : 100-2023-05-04152

Approved Budget for the Contract : 558,000.00



## 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.

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 of 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
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 19 MAY 2023 and to expire on - 31 DEC 2023.

CONFORME:

Mariaboudeste B. Herrera  
SIGNATURE OVER PRINTED NAME

Corporate Secretary  
IN THE CAPACITY OF

5/19/23  
DATE

Duly authorized to sign this Purchase Order for and on behalf of IJM Enterprises and services Inc  
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)