



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306021**

Date: **JUL 04 2023**

Procuring Unit : OFFICE OF THE CITY MAYOR - POPS PLAN
Company Name : IJM ENTERPRISES AND SERVICES INC.
Address : #39 Peso St., Phase 8 North Fairview, Quezon City
Business Type : Corporation Registration #CS201011617
Project Number : OCM(POPS)-23-CS1-0909
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-348
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 : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Hotel Banquet Arrangements 3-Whole day meeting /event package for 200 pax Leave out and 25 speakers and facilitators; inclusive of venue, function room, food and drinks, with overflowing juice, coffee and water Food and Drinks -with overflowing juice, coffee and water Day 1 Breakfast - fried rice, beef tapa, fried egg, beef soup, fresh fruits AM Snacks - baked pork asado bun Lunch - plated steamed rice, blackened beef stir fry, cream soup, brownies PM Snacks - grilled chicken salad sandwich Dinner - plated steamed rice, erdenet style crispy honey chicken, lemon square Day 2 Breakfast - fried rice, beef tapa, fresh fruits, nido soup, fried egg AM Snacks - grilled cheese, tomato and cucumber sandwich Lunch - plated steamed rice, pork casserole, sautéed garlicky beans, brownies PM Snacks - ham and cheese, mini ensaymada Dinner - plated steamed rice, honey bourbon glazed chicken, paprika fried cauliflower Day 3 Breakfast - fried rice, hungarian sausage, fried egg AM Snacks - BLT in egg pandesal Lunch - plated steam rice, seafood chowder, buttered parsley potato	lot	1	1,223,400.00	1,223,400.00

MA. JOSEFINA G. BELMONTE
City Mayor

Maria Lourdes Leonor B. Tallo
Signature Over Printed Name of Supplier / Date 7/5/23

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
City Accountant

OBR : No. 2122, of. 0593

Approved Budget for the Contract : 1,358,500.00



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	PM Snacks - beef shawarma wraps Dinner - plated steam rice, chicken marsala, meatballs stew, matcha jello Summit Kit Inclusions - 225 sets - ID (Name Tags) with ID Lace, nylon, assorted color, 15mm x 900mm - 200 pieces - Notebook Fillers - 16 Leaves, 5 inches x 7 inches, Mini Size - 50 boxes - Disposable Surgical Facemask, 50 pieces per box, 3-ply with ear loop and nose clip (repacked into 3's per participant) - 225 pieces - Mini Spray Bottle Alcohol Isopropyl, 70%, 60ml - 225 pieces - Eco Bag, 12 inches x 14 inches x 2 inches, cheesecloth, non-woven material 70gsm, white with print and QC Logo and Peace and Order Logo - 200 copies - Handouts (printouts of the presentation) black and white, A4 size, 80gsm, 40 pages (est.) ring bind Others Materials 2 pieces - Tarpaulin 6.5 feet x 13.2 feet with vinyl flex, print with seminar subject 1 piece - Tarpaulin 3 feet x 8 feet full color with vinyl flex, print with seminar subject 30 packs - Certificates of Attendance 200gsm specialty paper, A4, 100 pieces/pack 8 sets - Printer ink refill bottle 70ml, (C,M,Y,K Epson 003) 2 per color				

MA. JOSEFINA G. BELMONTE
City Mayor

Maria Lourdes Leonor B. Hollera 7/5/23
Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
City Accountant

OBR: *1M-2023-06-05793*

Approved Budget for the Contract : 1,358,500.00



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Resolution No. : 23-PB-348
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 : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	225 pieces - Certificates of Recognition for Participants, Speakers with Certificate Holders – for A4 210mm x 297mm, one color Office Supplies Expenses for Trainings 225 pieces - Ballpen fine point black ink color 10 reams - Bond Paper, Legal Size, Bond, Premium Grade, 80gsm 10 reams - Bond Paper, A4 Size, Bond, Premium Grade, 80gsm 200 pieces - Envelope Expandable Long (10 x 15 inches) Kraft Brown or Assorted Colors Document, File Envelope 100 pieces - Cartolina for Meta Cards Rolls – 22 ½ inches x 28 ½ inches, 120gsm - Assorted Colors 15 boxes - Permanent Markers Boxes of 12's Fine Type 25 boxes - Pencils with Eraser No. 2, Medium, 12 Pieces Per Box 25 pads - Pad Paper, Ruled, 70 Leaves				
2	Polo - Shirt printed with QC Logo and POC Logo with colored Print, Unisex, (S,M,L,XL,XXL), 100% Cotton ***** Nothing Follows *****	piece	225	600.00	135,000.00

Total Amount : 1,358,400.00

Total Amount In Words (Pesos): One Million Three Hundred Fifty Eight Thousand Four Hundred Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



Signature Over Printed Name of Supplier / Date
Maria Lourdes Leonor B. Hallera 7/5/23

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : NO. 2306021-06. 05793

Approved Budget for the Contract : 1,358,500.00

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 JUL 05 2023 and to expire on - AUG 04 2023.

CONFORME:

Maria Lourdes Leonor P. Hollero
SIGNATURE OVER PRINTED NAME

Corporate Secretary
IN THE CAPACITY OF

7/5/23
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)