



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



PO Number **2305052**

**Purchase Order** Date: **JUL 20 2023**

Procuring Unit : CITY GENERAL SERVICES DEPARTMENT

Project Number :CGSD-23-OESC-0419

Company Name : DEGE TRADING

Mode of Procurement :Public Bidding

Address : #436 East Berkeley St. California Village, Brgy. San Bartolome, Quezon City

Resolution No. :23-PB-246

TIN Number :408-043-452-00000

Business Type : Sole Proprietorship Registration #1176646

Contact Number :09053689242

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 : Upon Request by the End-User until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
46	Replacement Ink Cartridge for self-inking stamp, blue, 1-colour: 6/56, climate-neutral as standard, size: standard	piece	1	750.00	750.00
47	Replacement Ink Cartridge for self-inking stamp, blue, 1-colour: 6/511, climate-neutral as standard, pack of 3, standard size	pack	1	1,800.00	1,800.00
48	Replacement Ink Cartridge for self-inking stamp, blue, 1-colour: 6/4910, climate-neutral as standard, pack of 3, standard size	pack	1	1,150.00	1,150.00
49	INK L120 T664 Black (50 bottles), cyan (50 bottles), magenta (50 bottles), yellow (50 bottles), size: 70ml	bottle	200	337.75	67,550.00

Terms of Payment: Upon every completed delivery

\*\*\*\*\* Nothing Follows \*\*\*\*\*

Total Amount : 227,199.80

Total Amount In Words (Pesos): Two Hundred Twenty-Seven Thousand One Hundred Ninety-Nine Pesos and 80/100 Only

MA. JOSEFINA G. BELMONTE  
City Mayor



Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU  
City Accountant

OBR : 100-2022-05-04166

Approved Budget for the Contract : 250,282.10



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
31	Ink Cartridge HP 682 Black Ink Cartridge, standard capacity	piece	10	750.00	7,500.00
32	Ink Cartridge HP 682 Tri - Color Ink Cartridge, standard capacity	piece	10	750.00	7,500.00
33	Ink Printer Ink for Epson L120, Black, 70ml/bottle	bottle	10	451.35	4,513.50
34	Ink Printer Ink for Epson L120, Yellow, 70ml/bottle	bottle	10	451.35	4,513.50
35	Ink Printer Ink for Epson L120, Cyan, 70ml/bottle	bottle	10	451.35	4,513.50
36	ink Printer Ink for Epson L120, Magenta, 70m /bottle	bottle	10	451.35	4,513.50
37	Push Pin Color: Assorted colors Packaging Size: 100 pins per pack	pack	13	50.00	650.00
38	Ink Bottle Pigment Black Ink Bottle, 127ml, for Epson L3110	bottle	1	400.00	400.00
39	Ink Bottle Pigment Cyan Ink Bottle, 127ml, for Epson L3110	bottle	1	400.00	400.00
40	Ink Bottle Pigment Magenta Ink Bottle, 127ml, for Epson L3110	bottle	1	400.00	400.00
41	Ink Bottle Pigment Yellow Ink Bottle, 127ml, for Epson L3110	bottle	1	400.00	400.00
42	Ink Toner Cartridge Toner Cartridge, Black, for Sharp AR-7025, standard size	piece	1	8,850.00	8,850.00
43	Toner for SHARP - 238FT Toner Cartridge, Black, for Sharp-238FT, standard size	piece	2	8,850.00	17,700.00
44	Ink Set of 4 (Black, Cyan, Magenta, Yellow) Epson 003 Ink Set of 4 (Black, Cyan, Magenta, Yellow)	set	2	2,000.00	4,000.00
45	INK TONER TN-2480 Black toner, standard size	piece	1	5,000.00	5,000.00

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

**MARIA URA GARCIA** 8/4/2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : No avail - as. rymel

Approved Budget for the Contract : 250,282.10





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Quezon City Government



PO Number **2305052**

**Purchase Order** Date: **JUL 20 2023**

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Company Name	: DEGE TRADING	Mode of Procurement	: Public Bidding
Address	: #436 East Berkeley St. California Village, Brgy. San Bartolome, Quezon City	Resolution No.	: 23-PB-246
Business Type	: Sole Proprietorship Registration #1176646	TIN Number	: 408-043-452-00000
		Contact Number	: 09053689242

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**Place of Delivery** : CGSD Central Warehouse

**Delivery Schedule** : Upon Request by the End-User until December 31, 2023

**Payment Term** : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
17	INK PRINTER T03Y400 Yellow, 70ml (ink code: 001)	bottle	4	451.35	1,805.40
18	INK PRINTER L120, Cyan 70ml	bottle	3	451.35	1,354.05
19	INK PRINTER L120, Magenta 70ml	bottle	5	451.35	2,256.75
20	INK PRINTER L120, yellow 70ml	bottle	5	451.35	2,256.75
21	INK PRINTER L120, black 70ml	bottle	5	451.35	2,256.75
22	Toner Cartridge For copier machine Sharp AR-6031N, black	cart	2	5,810.75	11,621.50
23	Toner Cartridge For copier machine Sharp AR-7024N, black	cart	2	5,810.75	11,621.50
24	Toner Cartridge For HP Laser Jet P1102W, black	cart	1	8,850.00	8,850.00
25	Toner Cartridge MX-237FT, Black, for Sharp AR-7024	cart	1	8,850.00	8,850.00
26	Toner Cartridge MX-61FT-BA, Black, for Sharp MX-4050	cart	1	8,850.00	8,850.00
27	Ink Cartridge, MFC-J3930DW Black, High yield ink cartridge, approx. 550 pages in accordance with ISO/IEC 24711	piece	2	920.00	1,840.00
28	Ink Cartridge, MFC-J3930DW Cyan, High yield ink cartridge, approx. 550 pages in accordance with ISO/IEC 24712	piece	1	800.00	800.00
29	Ink Cartridge, MFC-J3930DW Magenta, High yield ink cartridge, approx. 550 pages in accordance with ISO/IEC 24713	piece	1	800.00	800.00
30	Ink Cartridge, MFC-J3930DW Yellow, High yield ink cartridge, approx. 550 pages in accordance with ISO/IEC 24714	piece	1	800.00	800.00

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

Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

OBR : **10,200.00 - 04/16/23**

Approved Budget for the Contract : 250,282.10



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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	INK PRINTER Magenta Dye 1 Liter/Bottle, CISS Ink	liter	3	451.35	1,354.05
2	INK PRINTER Cyan Dye 1 Liter/Bottle, CISS Ink	liter	3	451.35	1,354.05
3	INK PRINTER Yellow Dye 1 Liter/Bottle, CISS Ink	liter	3	451.35	1,354.05
4	INK PRINTER Black 1 Liter/Bottle, CISS Ink	liter	3	451.35	1,354.05
5	INK PRINTER black, generic Inkjet, 1 liter/bottle	liter	12	451.35	5,416.20
6	INK PRINTER Ink for Epson L3150, Cyan, 65ml/bottle	bottle	1	451.35	451.35
7	INK PRINTER Ink for Epson L3150, Magenta, 65ml/bottle	bottle	1	451.35	451.35
8	INK PRINTER Ink for Epson L3150, Yellow, 65ml/bottle	bottle	1	451.35	451.35
9	INK PRINTER Ink for Epson L3150, Black, 65ml/bottle	bottle	2	451.35	902.70
10	INK PRINTER Ink for Canon G1010, Black, 70ml	bottle	2	451.35	902.70
11	INK PRINTER Ink for Canon G1010, Cyan, 70ml	bottle	1	451.35	451.35
12	INK PRINTER Ink for Canon G1010, Magenta, 70ml	bottle	1	451.35	451.35
13	INK PRINTER Ink for Canon G1010, Yellow, 70ml	bottle	1	451.00	451.00
14	INK PRINTER T03Y100 Black, 140ml (ink code: 001)	bottle	5	451.35	2,256.75
15	INK PRINTER T03Y200 Cyan, 70ml (ink code: 001)	bottle	4	451.35	1,805.40
16	INK PRINTER T03Y300 Magenta, 70 ml (ink code: 001)	bottle	4	451.35	1,805.40

MA. JOSEFINA G. BELMONTE  
City Mayor

MAMA 112A *Calig* *Calig* 8/4/2023  
Signature Over Printed Name of Supplier / Date

Funds Available:

*Manangu*  
RUBY G. MANANGU  
City Accountant

OBR : *no. AMM. 05. 04166*

Approved Budget for the Contract : 250,282.10



## 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 AUG 04 2023 and to expire on - DEC 31 2023.

CONFORME:

MANA UZA  
SIGNATURE OVER PRINTED NAME

PROMETREX

IN THE CAPACITY OF

8/4/2023  
DATE

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

DEGE TRADING  
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)