



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT / Project Number :CCRD-23-FIXTURES-0919 /
Company Name : ALELEN ENTERPRISE / Mode of Procurement :Public Bidding /
Address : 21C Matiyaga St., Barangay Central, Quezon City / Resolution No. :23-PB-511 /
Business Type : Sole Proprietorship Registration #1387714 / TIN Number :179-876-721-000 /
Contact Number :936-4514

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 : NINETY (90) CALENDAR DAYS /

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Fabric with Glass Low Partition / 60mm thick 2-tone Modular Fabric Partition (1.2mm Ht.) with clear glass (0.3m Ht.) with aluminum end trim (color: off-white) and cable, wire ready baseboard, fabric: top color - (0.15m) & bottom color - (1.05m) /	m ²	24	14,210.00	341,040.00
2	Modular Desk, 600mm width / 30mm thick modular desktop high pressure laminated top (600mm width) with drawer and powder coated bracket, color: light brown (wood grain) /	lm	9	8,495.00	76,455.00
3	Tubular Chrome legs for modular desk / 10cm diameter x 74cm height	piece	6	1,340.00	8,040.00
4	Drywall Partition (painted finish both sides) / ¼ inch fiber cement board- double wall (6 inches thickness) on metal studs & tracks	m ²	28	2,200.00	61,600.00
5	Drywall Partition (lamine with AT & wallpaper finish) / ¼ inch fiber cement board on metal studs & tracks with ¼ marine plywood blackboard, double wall (6 inches thickness) - wall laminate finish (Formica) with horizontal Aluminum Trim (Groove) on one side and wallpaper finish (with 1st coat painting) on the other side	m ²	19	3,184.00	60,496.00
6	Drywall Partition (lamine with AT & painted finish) / ¼ inch fiber cement board on metal studs & tracks with ¼ marine plywood blackboard, double wall (6 inches thickness) - wall laminate finish (Formica) with horizontal Aluminum Trim (Groove) on one side and painted finish on the other side	m ²	25	2,610.00	65,250.00
7	Drywall Partition (wallpaper & painted finish) / ¼ inch fiber cement board- double wall (6 inches thickness) on metal studs & tracks, wallpaper on one side (with 1st coat painting) and painted finish on other side	m ²	14	2,783.00	38,962.00
8	Wallpaper / plain or with design	m ²	15	970.00	14,550.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

[Signature] 9/18/2023

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND
(20407010-07-01-02)

3m-2023-01-059 / 3m-2023-09-108



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : CCRD-23-FIXTURES-0919
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-511
TIN Number : 179-876-721-000
Contact Number : 936-4514

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 : NINETY (90) CALENDAR DAYS

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
9	Fixed Glass Panel ✓ 0.6mm thick glass with frosted strip film; 2 inches x 4 inches KD wood jamb, 1 inches x 2 inches KD wood casing, and ½ inch x ½ inch KD wood stiffener; Duco paint finish	set	2	10,960.00	21,920.00
10	Back wall (BW) ✓ Laminated wall with aluminum grooves and backlights including 3-drawers, painted plywood backing & 2 power outlets; 3.2m width x 2.4m height	set	1	79,899.00	79,899.00
11	Roller Shade Blinds ✓ Indoor Combi Fabric, color: Khaki with Aluminum Framing	m ²	11	6,424.00	70,664.00
12	Panel Type Door, Single Leaf (D3) ✓ 0.8m x 2.10m height including 2 inches x 4 inches solid wood door jamb with (1 inch x 3 inches) door casing; Duco paint finish; half glass with frosted glass film with complete hardware's & accessories	set	2	22,400.00	44,800.00
13	Flush Type Door (D4) ✓ 0.7m x 2.1m height with Duco paint finish both sides including 2 inches x 4 inches door jamb with (1 inch x 3 inches) door casing in Duco finish; complete hardware's & accessories	set	2	14,000.00	28,000.00
14	Double Action Double Leaf Frameless Glass Door (D10) ✓ 8mm thick, frameless glass door (1.5m x 2.1m Ht.) on patch fittings with 1.0m high stainless steel door handle, with 8mm thick. Fixed frameless tempered glass (0.6m x 2.1m Ht.)- glass door and fixed glass with frosted film including demolition & hauling of existing drywall to install the door	set	1	102,430.00	102,430.00
15	Staff Chair (4) ✓ Mid back with arm rest, gas lift with 5-pronged star base legs	piece	7	5,498.00	38,486.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date
Pro Buillawa 9/18/2023

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND

(2040000-01-01-002)



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number :CCRD-23-FIXTURES-0919
Mode of Procurement :Public Bidding
Resolution No. :23-PB-511
TIN Number :179-876-721-000
Contact Number :936-4514

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
Payment Term : Credit

Delivery Schedule : NINETY (90) CALENDAR DAYS

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
16	Mobile Pedestal (5) ✓ 3 drawers (2 small & 1 file drawer), ball bearing roller, Dimension: (W) 40cm x (D) 56cm x (H) 70cm, Steel, Gauge 22, powder coated color: off-white	piece	8	4,499.00	35,992.00
17	Executive Mobile Pedestal (5a) ✓ Top board in ice Birke or rosewood color, with filing drawers at the bottom & 2 small drawers on upper, 460mm (L) x 560mm (W) x 680mm (H) Open Type Steel cabinet- 5 layers (Ga. 20), metal powder coated light gray finish with adjustable shelves 85cm (W) x 40cm (D) x 185cm (H)	piece	1	6,743.00	6,743.00
18	Open Type Steel cabinet- 5 layers (5L) ✓ (Ga. 20), metal powder coated light gray finish with adjustable shelves 85cm (W) x 40cm (D) x 185cm (H)	piece	2	22,950.00	45,900.00
19	Sofa 2- seater (7) ✓ with armrest , fabric or leatherette	piece	2	32,000.00	64,000.00
20	Sofa 1-seater (27) ✓ with armrest , fabric or leatherette	piece	3	26,740.00	80,220.00
21	Center Table Rectangular (8) ✓ Stainless steel base, glass top 1.0m (L) x 0.60m (W) x 0.47m (H)	piece	2	32,500.00	65,000.00
22	Side Table with stainless steel base (9) ✓ glass top, 0.45m (L) x 0.45m (W) x 0.60m (H)	piece	2	28,450.00	56,900.00
23	Manager's high back chair (11) ✓ with armrest, gas lift, back tilt & 5-pronged star base legs; leatherette finish	piece	1	17,000.00	17,000.00
24	Executive Visitor's Chair A, (12a) ✓ Semi high mesh type with armrest, gas lift, with 5-pronged star base chrome legs	piece	6	19,593.00	117,558.00
25	Manager's Visitor's Chair (12c) ✓ visitors chair without armrest, low back sled type, leatherette finish	piece	1	11,549.00	11,549.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit	: CITY CIVIL REGISTRY DEPARTMENT	Project Number	:CCRD-23-FIXTURES-0919
Company Name	: ALELEN ENTERPRISE	Mode of Procurement	:Public Bidding
Address	: 21C Matiyaga St., Barangay Central, Quezon City	Resolution No.	:23-PB-511
Business Type	: Sole Proprietorship Registration #1387714	TIN Number	:179-876-721-000
		Contact Number	:936-4514

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
Payment Term : Credit

Delivery Schedule : NINETY (90) CALENDAR DAYS

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
26	Filing cabinet Vertical- 4 drawers (13)✓ Gauge 22, steel , size: 46cm x 62cm x 134cm, heavy duty, roller, metal guide; color: off-white	piece	9	20,100.00	180,900.00
27	Executive Table with side table- 2.0m (14)✓ 45mm thick solid wood in high pressured laminate top finish with bull-nose edging, 2.0m (L) x 1.0m (W) x 0.75 m (H), and side table 1.0m (L) x 0.5m (W) x 0.75m (H)	piece	1	47,849.00	47,849.00
28	Lateral Filing Cabinet- wood on laminate finish 4-layers (22a)✓ 2-filing drawers on bottom & 2-index drawers on upper part drawers in MFC finish, 0.90m (L) x 0.45m (W) x 1.06m (H)	piece	4	25,195.00	100,780.00
29	Lateral Filing Cabinet- wood on laminate finish 4-layers (22a)✓ with swing out door & 2-adjustable shelves; color: light brown (wood grain) or ice Birke; 0.90m (L) x 0.45m (W) x 1.06 (H)	piece	2	25,190.00	50,380.00
30	Steel Lateral Filing Cabinet- 3 drawers (24) ✓ Gauge 22, size: 90cm (W) x 45cm (D) x 106cm (H)	piece	10	21,750.00	217,500.00
31	Free Standing Table 1.5m x 0.70m-with side table (30)✓ Free Standing Table 1.5m (L) x 0.7m (W) x 0.75m (H) with free standing side table 1.0m (L) x 0.50m (W) x 0.75m (H); color: light brown (wood grain); powder coated metal legs & drawer with lock	piece	1	23,000.00	23,000.00
32	Conference Chair (35) ✓ Midback chair with armrest, gas lift, back lift, 2 tone fabric with 5-pronged legs	piece	10	10,498.00	104,980.00
33	Executive High back chair with chrome legs(43)✓ High end executive high back chair with armrest, gas lift, back lift; leatherette or fabric with 5-pronged star base chrome legs	piece	1	25,362.00	25,362.00
34	Round table- Glass top (71a) ✓ 4-seater glass top & stainless legs; 0.90m diameter x 0.74m Height	piece	1	25,880.00	25,880.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : CCRD-23-FIXTURES-0919
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-511
TIN Number : 179-876-721-000
Contact Number : 936-4514

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 : NINETY (90) CALENDAR DAYS

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
35	Back painted Glass Board ✓ Glass board 6mm, PB GI sheet backing & other materials/accessories (white backing); color: White Glass; 4ft. x 8ft., (Bolted Type); size: 1,219mm (H) x 2,438mm (W)	set	1 ✓	27,891.00 ✓	27,891.00 ✓
36	ELECTRICAL WORKS ✓ A. Roughing-ins 13 pieces, 20mm Ø x 3m PVC Pipe 36 pieces, 20mm Ø PVC Adaptor 36 pieces, 20mm Ø PVC Locknut 9 pieces, ½ inch x ½ inch x 8 inches Metal Moulding 9 pieces, 50mm x 100mm PVC Utility Box 9 pieces, 100mm x 100mm PVC Junction Box with cover ✓ B. WIRES ✓ 40 lm, 2.0mm ² THW Copper wire 26 lm, 3.5mm ² THW Copper wire 80 lm, 3.5mm ² THHN Copper wire 52 lm, 5.5mm ² THHN Copper wire ✓ C. Wiring Devices & Lighting Fixtures ✓ 8 pieces, Duplex Convenience Outlet, Weatherproof with Grounding and Cover 600mm x 1200mm, 2 x 18w 1 piece, LED, Troffer Type, with complete accessories, recessed type ✓ D. Miscellaneous & Consumables ✓ 1 piece, Hacksaw Blade 5 rolls, Electrical Tape ✓ E. Enclosed Circuit Breaker ✓ 1 set, 30AT, 2P, NEMA 3R	lot	1 ✓	81,099.00 ✓	81,099.00 ✓

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number :CCRD-23-FIXTURES-0919
Mode of Procurement :Public Bidding
Resolution No. :23-PB-511
TIN Number :179-876-721-000
Contact Number :936-4514

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 : NINETY (90) CALENDAR DAYS

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
37	AUXILLARY WORKS ✓ A. Structured Cabling System (Voice, Data and Wi-Fi Access) 1. Roughing-ins - 13 pieces, 25mm Ø x 3m PVC Pipe 15 pieces, 32mm Ø x 3m EMT Pipe 3 unit, Cable Tray, 50mm x 50mm x 2400mm, with nuts and bolts 8 unit, Cable Tray, 50mm x 100mm x 2400mm, with nuts and bolts 10 unit, Cable Tray, 50mm x 150mm x 2400mm, with nuts and bolts 2. Pull box, Junction Box and Utility Box ✓ 13 pieces, 50mm x 100mm PVC Utility Box 2 pieces, 100mm x 100mm PVC Junction Box with cover 3. Finings and Accessories ✓ 34 pieces, 25mm Ø PVC Adaptor 34 pairs, 25mm Ø PVC Locknut and Bushing 3 pieces, 32mm Ø EMT Connector, Compression type 14 pieces, 32mm Ø EMT Coupling, Compression type 4. Wires & Cables ✓ 26 lm, 3.5mm ² THHN Wire 4 rolls, UTP Cable Cat 6, 4-pairs 141 lm, Fiber Optic Cable, OM3 6-Coro Multimode, Riser Rated 48 lm, UTP Multi-Pair Bulk Cable Cat 5E, 25-pairs 5. Devices, Equipment & Enclosures ✓ 2 pieces, Single Convenience Outlet, Simplex (1-Device) 4 pieces, Universal Data Outlet, Simplex (1-Device) 2 pieces, Universal Data Outlet, Duplex (2-Device) 5 Pieces, Universal Voice and Data Outlet. Duplex (2- Device) 1 ASSY, Intermediate Distribution Frame (IDF2') 12U NTWK Cabinet(19 inches) with Standard Framing & Paneling and Vent Fans 1-CAT6 Standard-Density Feed-Thru Patch Panel , 24- port (2U) -24-port UTP + 2-port SFP Network Switch (2U), LAN Base	lot ✓	1 ✓	628,900.00 ✓	628,900.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : CCRD-23-FIXTURES-0919
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-511
TIN Number : 179-876-721-000
Contact Number : 936-4514

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 : NINETY (90) CALENDAR DAYS

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	1-Uninterruptible Power Supply. 1 100VA, Rack Mounted 2-Small Form- Factor Pluggable (SFP) Optical Transceiver Telephone Terminal Cabinet (TTC2), loaded with 25- pairs S110 Terminal Block, 460mm (W) x 610mm (L) x 200mm (D) 6. Miscellaneous & Consumables ✓ 4 pieces, Hacksaw Blade 1 box, Assorted Tax with Screw 1 Kilogram, Concrete Nail , 3 inches 1 roll, Rubber Tape 3 rolls, Electrical tape 6 rolls, Masking tape 2 kilograms, Waste Cloth 1 quart, Pulling Lubricant (Clear. Gel Type) 2 kilograms, GI Tie Wire; #16 2 cans, Solvent Cement, 100cc 44 pieces, Universal RJ45 Connector 6 pieces, Rectangular uPVC Moulding 25mm x 25mm x 2440mm 2 pieces, Rectangular uPVC Moulding 50mm x 50mm x 2440mm 10 lm, Metal Moulding 50mm x 100mm 7 lm, 20mm Ø x Mica Tube 2 pieces, Telecom Backboard, Flame Retardant 2 pieces, Cable Trays and Terminal Cabinets Ground Strap, 3m 21 pieces, Threaded Rod, ½ inch Ø x 4ft. 42 pieces, Expansion Bolt with Shield, ½ inch Ø x 2 inches 2 pieces, 1 inch x 3/16 inch 20ft., Flat Bar 4 pieces, 1 inch x 1 inch 1/8 inch 20ft., angle bar 7. 1 unit, Testing and Commissioning ✓				

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**
SEP 07 2023

Purchase Order Date:

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : CCRD-23-FIXTURES-0919
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-511
TIN Number : 179-876-721-000
Contact Number : 936-4514

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
Payment Term : Credit

Delivery Schedule : NINETY (90) CALENDAR DAYS

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
38	Mechanical Works-Ventilation and Air-conditioning System A. Split Type Air-conditioning System 1. 1set, Split Type Air-conditioning Unit, Wall Mounted Fan Coil Unit & Horizontal Blow Air-Cooled Condensing Unit with a Capacity of 17,100 BTUH, 1 .76 kW Motor input, 220V/1PH/60Hz Power Supply 2. Supply of labor, technical supervision, use of tools, materials like copper pipes, rubber insulation, electircal conduits, electrical wires, refrigerant condensate drain pipes, circuit breakers, pipe supports, brackets hangers and miscellaneous and consumables to complete the system 1set, First 3 meters,17,100 BTUH 8 lm, In excess of 3meter,17, 100 BTUH Receiving Area: Full Partition (468 series); Color: Persian green with beige; Finish: Fabric with glass; Thickness: 4.68cm; Dimension: (W) x (D) x (H)	lot	1	77,000.00	77,000.00
39	Front Panel: (W) 150cm x (H) 150cm	piece	3	15,400.00	46,200.00
40	Side Panel: (W) 60cm x (H) 120cm	piece	3	6,165.00	18,495.00
41	Table Top: (W) 150cm x (D) 60cm	piece	3	3,844.00	11,532.00
42	Long High Divider: 468 series; Thickness: 4.68cm; Finish: Full Fabric; (W) 280cm x (H) 10cm Area 2: 468 series; Color: Persian green with beige; Finish: Fabric with glass; Thickness: 4.68cm	piece	1	28,800.00	28,800.00
43	Front Panel: (W) 120cm x (H) 150cm	piece	4	12,330.00	49,320.00
44	Side Panel: (W) 60cm x (H) 120cm	piece	9	4,920.00	44,280.00
45	Table Top: (W) 120cm x (D) 60cm	piece	7	3,840.00	26,880.00
46	Manager Division: thickness: 4.68cm; Finish: Full Fabric with glass	piece	1	28,880.00	28,880.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 3,668,197.00

OBR : TRUST FUND



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308047**

Purchase Order Date: **SEP 07 2023**

Procuring Unit : CITY CIVIL REGISTRY DEPARTMENT
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : CCRD-23-FIXTURES-0919
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-511
TIN Number : 179-876-721-000
Contact Number : 936-4514

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
Payment Term : Credit

Delivery Schedule : NINETY (90) CALENDAR DAYS

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
47	Customized Executive Table: Color: Persian green with beige Area 3: 468 series; Finish: Full Fabric with glass; color: Persian green with beige	piece	1	28,880.00	28,880.00
48	Front Panel: (W) 120cm x (H) 150cm	piece	4	12,330.00	49,320.00
49	Side Panel: (W) 60cm x (H) 120cm	piece	5	4,920.00	24,600.00
50	Table Top: (W) 120cm x (D) 60cm	piece	4	3,840.00	15,360.00
51	Area 3 Manager Workstation: Finish: Full fabric with glass; Color: Persian green with beige; thickness: 4.68cm	piece	3	15,400.00	46,200.00
52	Front Panel: (W) 150cm x (H) 150cm	piece	3	11,305.00	33,915.00
53	Side Panel: (W) 100cm x (H) 150cm	piece	6	6,162.00	36,972.00
54	Side Panel B: (W) 60cm x (H) 150cm	piece	3	6,050.00	18,150.00
55	Work Top: (W) 150cm x (D) 60cm x (W) 100cm x (D) 45cm	piece	1	13,000.00	13,000.00
	Installation and Delivery charges	lot	1		

***** Nothing Follows *****

Total Amount : 3,665,759.00

Total Amount In Words (Pesos): Three Million Six Hundred Sixty-Five Thousand Seven Hundred Fifty-Nine Pesos Only

MA. JOSEFINA G. BELMONTE
City Mayor



Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : TRUST FUND

Approved Budget for the Contract : 3,668,197.00

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 SEP 18 2023 and to expire on - DEC 17 2023.

CONFORME:

SIGNATURE OVER PRINTED NAME

IN THE CAPACITY OF

DATE

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

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 (PASSPORT ID) TIN ID _____ with his/her photograph and signature appearing thereon with No. (P9039841A) 715-647-891-000

Doc. No. 41
Page No. 86
Book No. VI
Series of 2023

ATTY. RUBEN M. AZANES JR.
NOTARY PUBLIC IN QUEZON CITY
AM Adm. Not. Com. No. NP-025 (2023-2024)
IBP O.R. No. 293181 Jan: 2023 / Rev. No. 46427
PTR No. 4029325 D 04-15-2023 / TIN: 140-394-836-000
MCLE Compliance No: VII-0018505 valid until 04-15-2025
Address: Unit P03 Suntrust Condo. Iwalek St. Central, Q.C.

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