



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308084**

Purchase Order Date: **SEP 14 2023**

Procuring Unit	: SOCIAL SERVICES DEVELOPMENT DEPARTMENT	Project Number	: SSDD-23-GI2-1032
Company Name	: R. QUINTOS ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: # 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City	Resolution No.	: 23-PB-523
Business Type	: Sole Proprietorship Registration #1102800	TIN Number	: 239-845-193-00000
		Contact Number	: 09266814502

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 : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
15	Soap germicidal, 135g, any variant	Pack	100	73.20	7,320.00
16	Face Towel 100% cotton, good quality, 10 inches x 10 inches	Piece	100	30.00	3,000.00
17	T-Shirt with Collar short sleeves, 100% cotton, with rubberized print, size: 10-extra small, 10-small, 30-medium, 50- large	Piece	100	450.00	45,000.00
18	T-Shirt V-Neck short sleeves, 100% cotton with rubberized print, any color, size: 55-small, 55-medium, 55- large, 60-Xlarge	Piece	225	412.50	92,812.50
19	Shirt for Kiddie with Print short sleeves, 100% cotton, with rubberized print, size: any size	Piece	175	312.00	54,600.00
20	Food Breakfast - plain rice, 1-piece hotdog and egg, bottled water (500ml) AM Snack - 1-piece sandwich egg joy mayo, bottled water (500ml) Lunch - Plain rice, 1-piece Chicken with chapchae, bottled water (500ml) PM Snack - 1 piece sandwich egg joy mayo, bottled water (500ml)	Pax	500	585.00	292,500.00
21	Tarpaulin with QC Government & SSDD Logo "National Family Week Celebration" Theme: Venue: Date: Blue/Red (print) Size: 6 ft. x 8 ft.	Piece	1	2,887.00	2,887.00
22	Rental of Monobloc Chairs for adults without armrest	Piece	500	33.00	16,500.00
***** Nothing Follows *****					

Total Amount : 681,439.50

Total Amount In Words (Pesos): Six Hundred Eighty-One Thousand Four Hundred Thirty-Nine Pesos and 50/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



RHEA H. QUINTOS / 9-18-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 681,939.50

OBR : 10.2023-09-9164



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Contact Number : **09266814502** ✓

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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 : Fifteen (15) Calendar Days ✓

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Rice 5 kilos/pack, good quality ✓	Pack	100	250.00	25,000.00
2	Brown Sugar 1 kilo/pack, good quality ✓	Kilo	100	72.00	7,200.00
3	Monggo 1 kilo/pack, good quality ✓	Kilo	100	180.00	18,000.00
4	Powdered Milk 330 grams/pack, good quality ✓	Pack	100	141.60	14,160.00
5	Tuna Flakes in oil 180 grams/can with heart friendly omega-3, good quality ✓	Can	100	57.50	5,750.00
6	Sausage 260g/can, good quality ✓	Can	100	62.50	6,250.00
7	Evaporated Milk 370ml/full cream, good quality ✓	Can	100	66.00	6,600.00
8	Corned Beef 190grams/can, good quality ✓	Can	100	70.00	7,000.00
9	Spaghetti noodles 1 kilo/pack, good quality ✓	Pack	100	105.60	10,560.00
10	Macaroni 1 kilo/pack, good quality ✓	Pack	100	138.00	13,800.00
11	Alcohol rubbing, 70% Isopropyl, 500ml, in plastic bottle ✓	Bottle	100	120.00	12,000.00
12	Toothpaste 145ml (214 grams) with calcium and fluoride, good quality ✓	Piece	100	196.30	19,630.00
13	Toothbrush Traveller, soft bristle with cap, good quality ✓	Piece	100	89.70	8,970.00
14	Shampoo 90ml, any variant, good quality ✓	Pack	100	119.00	11,900.00

MA. JOSEFINA G. BELMONTE
City Mayor

RHEA H. QUINTOS / 9-18-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 681,939.50

OBR : 2023-09-14

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 - OCT 03 2023.

CONFORME:

RHEA W. QUINTOS

SIGNATURE OVER PRINTED NAME

PROPRIETRESS

IN THE CAPACITY OF

9-18-2023

DATE

Duly authorized to sign this Purchase Order for and on behalf of R. QUINTOS ENTERPRISES
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)