



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308085**

Purchase Order Date: **SEP 14 2023**

Procuring Unit	: SOCIAL SERVICES DEVELOPMENT DEPARTMENT	Project Number	: SSDD-23-JS2-0884
Company Name	: R. QUINTOS ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: # 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City	Resolution No.	: 23-PB-524
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
69	Steel Wool heavy duty, 4 pcs per pack, good quality	Pack	30	560.00	16,800.00
70	Mop squeezer Measurements: 45 x 26.5 x 21.5cm / 1.64kg., 360° Rotating Mop head, Push mop stick downward to wash or spin dry mop head, Powerful cleaning device saves time and energy 30% more yarn than ordinary microfiber mop head, Stainless steel mop handle, heavy duty, good quality	Set	6	1,330.00	7,980.00
71	Disinfectant Liquid Multi-purpose cleaner, 3.7L (3700G) Multi-purpose disinfectant cleaner, pleasant fragrance	Gallon ✓	29 ✓	695.00	20,155.00
72	Disinfectant Spray 510ml, crisp linen scent kills 99.9 percent of fungi, viruses and bacteria, kills cold and flu viruses, disinfects hundreds of surface in your home, sanitizes soft surfaces, prevents mold and mildew from growing for up to week, eliminates odors at the source	Bottle	25	725.00	18,125.00
73	Disinfectant Floor Mats good quality	Piece ✓	2 ✓	1,500.00	3,000.00
***** Nothing Follows *****					

Total Amount : 762,767.00

Total Amount In Words (Pesos): Seven Hundred Sixty-Two Thousand Seven Hundred Sixty-Seven Pesos 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

OBR : 60.2023-09-9189

Approved Budget for the Contract : 763,767.00



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PROCUREMENT DEPARTMENT
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Payment Term : Credit ✓

Delivery Schedule : Fifteen (15) Calendar Days,

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	ADMINISTRATIVE SUPPORT PROGRAM ✓				
1	Alcohol Isopropyl 70%, rubbing, 500ml, good quality	Bottle	300	120.00	36,000.00
2	Dishwashing Liquid any scent, 500 ml, good quality	Bottle	52	207.00	10,764.00
3	Disinfectant Bleach Multi-purpose bleach, 500ml	Bottle	87	60.00	5,220.00
4	Disinfectant Liquid Multi-purpose cleaner, 3.7L (3700G) Multi-purpose disinfectant cleaner, pleasant fragrance	Gallon	52	695.00	36,140.00
5	Rubber Force Pump wooden handle, good quality	Piece	39	225.00	8,775.00
6	Toilet Deodorant Cake 99% paradichlorobenzene, 100 grams, with handle Melon Deodorizer	Piece	65	83.00 ✓	5,395.00
	BAHAY ARUGA ✓				
7	Dishwashing liquid any scent, 500ml, good quality	Liter	50	207.00	10,350.00
8	Fabric Conditioner/Softener 1000ml, any scent, good quality	Pack	54	218.00	11,772.00
9	Liquid bleach, 1 gallon, 4L, disinfects to kill 99.9% of germs and bacteria	Gallon	55	430.00	23,650.00
10	Rubber Force Pump Wooden Handle, good quality	Piece	10	225.00	2,250.00
11	Scrubbing pad, dishwashing with foam, double purpose pad, size 100mm x 150mm x 30mm, good quality	Piece	50	118.00	5,900.00
12	Toilet Bowl Brush plastic, durable with handle, good quality	Piece	20	270.00 ✓	5,400.00
	EMERGENCY DISASTER RELIEF PROGRAM ✓				
13	Dishwashing Liquid any scent, 500ml, good quality	Bottle	30	207.00	6,210.00
14	Liquid Bleach Multi-purpose bleach, disinfectant, 500ml	Bottle	33	60.00	1,980.00
15	Liquid Hand Soap 500ml, any scent, good quality	Bottle	30	125.00	3,750.00
16	Steel Wool Cleaner compact, easy to use, rust free, stainless steel, durable, good quality	Pack	50	50.00 ✓	2,500.00

MA. JOSEFINA G. BELMONTE ✓
City Mayor

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

Funds Available:

RUBY G. MANANGU ✓
City Accountant

Approved Budget for the Contract : 763,767.00 ✓

OBR : 18-2023-09-9189



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2308085**

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		Contact Number	: 09266814502

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	FAMILY WELFARE PROGRAM ✓				
17	Toilet bowl brush plastic, durable with handle, good quality	Piece	10	270.00	2,700.00
18	Ceiling brooms heavy duty	Piece	6	190.00	1,140.00
19	Detergent bars 400g, good quality any variant	Bar	74	30.00	2,220.00
20	Scrub brush durable, plastic, with flat handle, good quality	Piece	12	278.00	3,336.00
21	Laundry brush pure net, good quality	Piece	12	35.00	420.00
22	Liquid bleach 4 liters/gallon, disinfects to kill 99.9% of germs and bacteria	Gallon	10	430.00	4,300.00
23	Clog remover, 1 liter/bottle declogging liquid ✓	Bottle ✓	6 ✓	285.00	1,710.00
24	Multipurpose cleaner, 1 liter bottle, good quality	Bottle	6	110.00	660.00
25	Squeezer mop/trolley trash bin heavy duty, good quality	Piece	2	425.00	850.00
26	Trash can, plastic, black color, durable, slim 17 liter, good quality	Piece	6	240.00	1,440.00
27	Dishwashing Liquid 500ml, any scent, good quality	Bottle	2	207.00	414.00
28	Dishwashing Sponge Good Quality	Piece	10	40.00	400.00
29	Dishwashing Steel Wool Good Quality	Piece	10	40.00	400.00
	MOLAVE YOUTH HOME ✓				
30	Declogging Liquid, 500ml., contains 48-50% Sodium Hydroxide, clears clogged pipes, sinks and drains	Bottle	40	125.00	5,000.00
✓ 31	Dishwashing liquid any scent, 500ml, good quality	Bottle	230	207.00	47,610.00
32	Disinfectant Spray 510ml, crisp linen scent kills 99.9 percent of fungi, viruses and bacteria, kills cold and flu viruses, disinfects hundreds of surface in your home, sanitizes soft surfaces, prevents mold and mildew from growing for up to week, eliminates odors at the source	Can	50	725.00	36,250.00
33	Fabric Conditioner/Softener 1000ml, any scent, good quality	Piece	80	218.00 ✓	17,440.00
34	Hand Brush with strap #31, good quality	Piece	30	200.00	6,000.00
35	Insecticide Spray Odorless, Multi-Insect Killer, Aerosol, 310ml	Bottle	100	365.00	36,500.00

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 : 763,767.00

OBR : 10-2023-09-9189



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Quezon City Government



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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
36	Liquid bleach 1 Gallon, 4L, disinfects to kill 99.9% of germs and bacteria	Gallon	20	430.00	8,600.00
37	Mop Squeezer 32L smart bucket mop wringer mop, heavy duty, color: yellow, loop carry handle: integrated pour handle, 4 smooth-rolling casters for quiet, convenient mobility	Piece	10	3,500.00	35,000.00
38	Mop Handle screw type, aluminum handle, with mop handle, good quality	Piece	50	355.00	17,750.00
39	Spin Mop LxWxH/Largo x Ancho x Alto : 48cm x 27cm x 26.5cm, good quality	Piece	4	2,000.00	8,000.00
40	Trash can plastic, black color, durable, slim 17 liter, good quality	Piece	5	240.00	1,200.00
41	Water Hose 5 inches x 8 inches x 75 ft., 15.9m x 22.86, good quality	Set	1	1,500.00	1,500.00
42	Disinfectant Liquid Multi-purpose cleaner, 3.7L (3700G) Multi-purpose disinfectant cleaner, pleasant fragrance	Gallon	10	695.00	6,950.00
43	Disinfectant Spray 510ml, crisp linen scent kills 99.9 percent of fungi, viruses and bacteria, kills cold and flu viruses, disinfects hundreds of surface in your home, sanitizes soft surfaces, prevents mold and mildew from growing for up to week, eliminates odors at the source	Piece	15	725.00	10,875.00
44	BAHAY KALINGA FOR CHILDREN Declogging Liquid 500ml., contains 48-50% Sodium Hydroxide, clears clogged pipes, sinks and drains	Bottle	10	125.00	1,250.00
45	Detergent bar 400grams, good quality, any variant	Bar	400	30.00	12,000.00
46	Detergent Powder anti-bac, 1Kg, good quality	Pack	400	80.00	32,000.00
47	Disinfectant Spray 510ml, crisp linen scent kills 99.9 percent of fungi, viruses and bacteria, kills cold and flu viruses, disinfects hundreds of surface in your home, sanitizes soft surfaces, prevents mold and mildew from growing for up to week, eliminates odors at the source	Can	10	725.00	7,250.00
48	Fabric Conditioner/Softener 1000ml, any scent, good quality	Piece	120	218.00	26,160.00

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

OBR : 1. 2023-09-9/159

Approved Budget for the Contract : 763,767.00



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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
49	Insecticide Spray odorless, multi-insect killer, aerosol, 310ml	Bottle	70	365.00	25,550.00
50	Laundry Basket plastic, good quality, big	Piece	4	400.00	1,600.00
51	Laundry Brush pure net, good quality	Piece	12	35.00	420.00
52	Liquid bleach 1 Gallon, 4L, disinfects to kill 99.9% of germs and bacteria	Gallon	15	430.00	6,450.00
53	Multi-purpose Cleaner 1 liter, good quality	Bottle	7	110.00	770.00
54	Rubber Force Pump wooden handle, good quality	Piece	12	225.00	2,700.00
55	Dishwashing Liquid any scent, 5 liters, good quality	Piece	32	500.00	16,000.00
56	Scrubbing Pad, dishwashing with foam, double purpose pad, size 100mm x 150mm x 30mm, good quality	Piece	32	118.00	3,776.00
57	Steel Wool heavy duty, 4 pcs per pack, good quality	Piece	30	560.00	16,800.00
58	Scrub Brush durable, plastic with flat handle, good quality	Piece	15	278.00	4,170.00
59	Mop Handle screw type, aluminum handle, with mop handle, good quality	Piece	10	355.00	3,550.00
60	Toilet Bowl Brush plastic, durable with handle, good quality	Piece	20	270.00	5,400.00
61	Trash Bin plastic, black color, durable, slim 17 liter, good quality	Piece	10	240.00	2,400.00
RECEPTION AND ACTION CENTER					
62	Detergent Bar 400g, good quality, any variant	Bar	500	30.00	15,000.00
63	Insecticide Spray Odorless, Multi-Insect Killer, Aerosol, 310ml	Can	30	365.00	10,950.00
64	Liquid Bleach 1 Gallon, 4L, disinfects to kill 99.9% of germs and bacteria	Gallon	60	430.00	25,800.00
65	Rubber Force Pump wooden handle, good quality	Piece	24	225.00	5,400.00
66	Scrubbing pad, dishwashing with foam, double purpose pad, size 100mm x 150mm x 30mm, good quality	Piece	55	118.00	6,490.00
67	Toilet Bowl Brush plastic, durable with handle, good quality	Piece	60	270.00	16,200.00
68	Scrub Brush durable, plastic, with flat handle, good quality	Piece	50	278.00	13,900.00

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 : 763,767.00

OBR : 1. 2023. 09. 9159

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 H. 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)