



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



PO Number **2309018**

Purchase Order Date: **OCT 02 2023**

Procuring Unit : CITY PLANNING AND DEVELOPMENT DEPARTMENT  
Company Name : DEGE TRADING  
Address : #436 East Berkeley St. California Village, San Bartolome, Quezon City  
Business Type : Sole Proprietorship Registration #1176646  
Project Number : CPDD-23-OE-0690C  
Mode of Procurement : Public Bidding  
Resolution No. : 23-PB-550  
TIN Number : 408-043-452-00000  
Contact Number : 0917-821-4319

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 : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
8	DIGITAL VOICE RECORDER (SONY) On board stereo 5 - Microphone System Internal 4 GB Memory - expandable to 32 GB Micro SD up to 1073 hours recording color: black Focus and wide stereo recording Auto voice recording reduces background noise Built in USB connector  ***** Nothing Follows *****	Unit	1	10,000.00	10,000.00

Total Amount : 413,520.00

Total Amount In Words (Pesos): Four Hundred Thirteen Thousand Five Hundred Twenty Pesos Only

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



Signature Over Printed Name of Supplier / Date

MA. VERA L. GARCIA 10-6-2023

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100.2023-09-09807

Approved Budget for the Contract : 413,804.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
5	PHOTOCOPIER (SHARP) With printer and scanner, heavy duty Multifunction Portals, Type - Desktop (Monochrome) heavy duty; Weight - 37 kg, Copy/Print speed - 31 CPM; Memory 1 GB, Continuous copy - Max 999 copies; File Format - TIFF, PDF, JPEG, Paper size - Max A3, Min A5; Print speed - 31 ppm, Control Panel - 5 Line LCD; Zoom range - 25% to 400%, Print Resolution - 600x 600dpi; Emulation - SPLC, Scan Resolution - up to 9600 via user settings; First copy time - 6.4 sec, Dimension- 599x612x611 mm.; Interface - 10Base-T/100 base- TX, USB 2.0, Supported OS - Windows 7 to 10, Mac OS (optional)	Unit	1	198,800.00	198,800.00
6	Digital Camera (CANON) Type: Compact Lens: 24-200mm f/2.8 - 4.5 LCD: 3 in tilting 1,228k dots Maximum continuous shooting speed: 24 fps Max video resolution: 4K User level: Intermediate	Unit	1	52,000.00	52,000.00
7	PUSHCART Trolley Folding, metal, heavy duty 300 kg loading capacity 90 cm Foldable handrail 2 swivel wheels Platform measurements: 90cm x 60 cm color: blue with white	Unit	1	4,000.00	4,000.00

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

Signature Over Printed Name of Supplier / Date

Maria Ura A. Galarin 10-6-2023

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

OBR : 110,212,191.15807

Approved Budget for the Contract : 413,804.00





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**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	EVAPORATIVE AIR COOLER (IWATA) 250 watts' power for up to 70-75sqm area. Heavy Duty Type, with 9,000 cubic meter per hour airflow, 3 sides cooling pad, easy to use push button controls, with remote controller, 125 liters' water tank capacity, automatic shut-off pump, with continuous water supply connector, with casters wheels	Unit	2	32,400.00	64,800.00
2	HEAVY DUTY FLOOR POLISHER (WILSON) Voltage: 230V RPM: 1725 Includes brush and bracket	Unit	2	30,000.00	60,000.00
3	TWO WAY RADIO (BAOFENG) Set of 2, 25KHz/12.5KHz Switchable (Wide/Narrow Band), FM Radio (65.0MHz-108.0MHz), Large Tri-color LCD Display (3 Selectable Colors), LED Flashlight High/Low, RF Power Switchable, VOX, 50CTCSS/ 104 DCS Tones, Tone searching/scanning. Dual Standby, PC Programmable, Transmitter time-out timer (TOT), Busy channel lock-out (BCLO); with accessories: 1800mAh Battery, 1 Antenna, 1 Power Adapter, 1 Belt Clip, 1 Hand Strap, 1 Battery Charger, User Manual	Set	4	3,380.00	13,520.00
4	MEGAPHONE (AMERICAN MAGIC) 50 Watts Max Power, Pistol Grip Handle Wired Handheld Mega Phone Button Activated Siren Recording Function, MP3 Playback via USB and SD Slotfree Spare Lithium Battery Chargeable	Piece	2	5,200.00	10,400.00

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

Signature Over Printed Name of Supplier / Date

NANA VDA GARCIA 10-6-2023

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**Approved Budget for the Contract : 413,804.00**

OBR : IN 2023 09 09507



## 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 NOV 05 2023 and to expire on - OCT 06 2023

CONFORME:

NARA VERA GARCIA  
SIGNATURE OVER PRINTED NAME

DEBE TRADING - INCORPORATED 10-6-2023  
IN THE CAPACITY OF DATE

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