



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2310024**

Purchase Order Date: **OCT 17 2023**

Procuring Unit : **QUEZON CITY UNIVERSITY** ✓
Company Name : **BLUE BOX TRADING** ✓
Address : **#7 Jersey St., Brgy. Bahay Toro, Project 8, Quezon City** ✓
Business Type : **Sole Proprietorship Registration #1273380** ✓
Project Number : **QCU-23-AMS-1299** ✓
Mode of Procurement : **Public Bidding** ✓
Resolution No. : **23-PB-715** ✓
TIN Number : **157-376-213-004** ✓
Contact Number : **09569751124** ✓

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 Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	REPAIR OF QCU AIRCONDITIONING UNITS I. Laboratory Building for 2nd, 3rd, 4th, 6th Floor and Auditorium A. Parts/Supplies - MITSUBISHI Ceiling Cassette Type 1) Brand New Compressor (4 units) 2) PCB Indoor Main Board (1 unit) 3) Outdoor Main Board (1 unit) 4) Running Capacitor 50MFD (4 units) 5) Indoor Drain Pump (2 units) 6) Coil Sensor (2 units) 7) Refrigerant 410-A (4 tanks) 8) Refrigerant R-22 for compressors (1 tank) B. Labor 1) Installation of parts to be replaced 2) Dismantle of four (4) defective compressors 3) Flushing of systems using R418i and dry nitrogen pressure 4) Installation of brand new compressors 5) Leak testing 6) Evacuation using vacuum pump (3 times) 7) Add Freon 8) Test run, observation and recording of all data of operation II. Metal Casting Building (Library) A. Parts/Supplies 1) Indoor Fan Motor for Carrier 5TR Floor Mounted (1 unit) 2) Switch for LG Floor Mounted (1 unit) 3) R-22 Refrigerant for Kolin Floor Mounted (2 tanks)	lot	1	1,840,000.00	1,840,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : **100-21447 10-10439**

Approved Budget for the Contract : 1,851,200.00



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Company Name	: BLUE BOX TRADING	Mode of Procurement	: Public Bidding
Address	: #7 Jersey St., Brgy. Bahay Toro, Project 8, Quezon City	Resolution No.	: 23-PB-715
Business Type	: Sole Proprietorship Registration #1273380	TIN Number	: 157-376-213-004
		Contact Number	: 09569751124

Sir/Madam:
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	III. Tech Voc Building, 1st and 2nd Floor A. Parts/Supplies - LG VRF 1) PCB Indoor Main Board LG VRF Multi-IV (4 units) 2) Switch Board Electronics (4 units) 3) Coil Sensor (4 units) 4) Refrigerant 410-A (6 tanks) B. Parts/Supplies - Samsung Split Type Wall Mounted 1) Indoor Fan Motor (1 unit) 2) Refrigerant R-32 (2 tanks) IV. San Francisco Campus A. Supplies - LG Floor Mounted 1) THHN #10 Wire (100 meters) 2) Plastic Moulding #3/4 (4 pieces) V. Batasan Campus A. Supplies - LG Floor Mounted 1) Refrigerant R-22 (1 tank) Labor for II up to V. 1) Installation of parts to be replaced 2) Leak testing using nitrogen pressure 3) Brazing and Tightening 4) Evacuation using vacuum pump (3 times) 5) Recharging/Reprocess of refrigerant 6) Test run and observation				

MA. JOSEFINA G. BELMONTE
City Mayor

JUAN P. ARAND
Signature Over Printed Name of Supplier / Date **10/18/23**

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : NO. 22AM. 10-10239

Approved Budget for the Contract : 1,851,200.00



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PROCUREMENT DEPARTMENT
Quezon City Government



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Sir/Madam:
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Delivery Schedule Thirty (30) Calendar Days
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>Terms of Reference:</p> <p>1) Warranty: Three (3) months on the above scope of work</p> <p>2) The payment for the services rendered shall be a one-time payment upon completion of the repair services and submission of Service Report, subject to full compliance to the Procurement Law (RA 9184) and auditing rules and regulations.</p> <p>3) Failure to deliver the services according to the standards and requirements set by the City Government shall constitute an offense and shall subject the Contractor/Service provider to penalties and/or liquidated damages pursuant to RA 9184 and its revised implementing rules and regulations.</p> <p>4) The guidelines contained in RA 9184 and its revised implementing rules and regulations shall be followed in the termination of any service contract. In the event the City Government terminated the contract due to default, insolvency, or for any cause, it may enter into negotiated procurement pursuant to Section 53(d) of RA 9184 and its IRR.</p> <p>***** Nothing Follows *****</p>				

Total Amount : 1,840,000.00

Total Amount In Words (Pesos): One Million Eight Hundred Forty Thousand Pesos Only

<p>MA. JOSEFINA G. BELMONTE City Mayor</p>		<p><i>[Signature]</i> Signature Over Printed Name of Supplier / Date</p>
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<p>Funds Available:</p> <p><i>[Signature]</i> RUBY G. MANANGU City Accountant</p>	<p>OBR : <i>[Handwritten]</i></p> <p>Approved Budget for the Contract : 1,851,200.00</p>
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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 OCT 18 2023 and to expire on -

CONFORME

SIGNATURE OVER PRINTED NAME

PROPOSED

IN THE CAPACITY OF

10/18/23

DATE

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