



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



PO Number **2310060**

**Purchase Order** Date: **NOV 07 2023**

Procuring Unit : SOCIAL SERVICES DEVELOPMENT DEPARTMENT	Project Number :SSDD-23-FOODSTUFF-0924
Company Name : R. QUINTOS ENTERPRISES	Mode of Procurement :Public Bidding
Address : # 28 Margarita Bldg., Matalino St., Brgy. Central, Quezon City	Resolution No. :23-PB-625
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 :** Upon request by the End-User until December 31, 2023  
**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Rice - 50kg/sack, well-milled long grain rice, good quality	Sack	602	2,250.00	1,354,500.00
2	Monggo - 1 kilo per pack, green, good quality	Kilo	6,020	180.00	1,083,600.00
3	Malagkit - 50 kilos/sack, well-milled, good quality	Kilo	15,050	96.00	1,444,800.00
4	Macaroni - 5kg per pack, elbow macaroni, good quality (IDEAL)	Bag	4,214	390.00	1,643,460.00
5	Evaporated Filled Milk - 370ml/can (ANGEL)	Can	8,428	66.00	556,248.00
6	Cocoa powder - 200g/pack, 24's/box, good quality (INJOY)	Box	602	3,400.00	2,046,800.00
7	Brown Sugar - 1 kilo per pack, good quality (MANA)	Kilo	18,060	72.00	1,300,320.00
8	Iodized Salt - 1 kilo per pack, fortified, iodized salt, coarse sea salt (UFC)	Kilo	1,806	69.60	125,697.60
9	Cooking Oil - gallon, good quality (SPRING)	Gallon	602	500.00	301,000.00
10	Spaghetti Sauce - 1 kilo per pack, good quality (RAM)	Pack	6,020	112.78	678,935.60
11	Bihon - 500g/pack, 30's/sack, good quality (SUPER Q)	Pack	3,010	57.60	173,376.00
12	Tuna Flakes - 180 grams/can with heart friendly omega-3, 48's/box, good quality (CENTURY)	Box	1,204	2,760.00	3,323,040.00
13	Corn - 425grams/can, good quality, cream style (UFC)	Can	9,030	60.00	541,800.00
14	Corn Starch - 1 kilo/pack, good quality (MAYA)	Pack	7,224	90.00	650,160.00
15	Garlic - 1 kilo/pack, good quality (MAYA)	Kilo	1,806	300.00	541,800.00
16	Onion - 1 kilo/pack, good quality	Kilo	1,806	240.00	433,440.00
17	Hotcake Mix - 500g/box, good quality (MAYA)	Box	12,040	99.84	1,202,073.60
18	Breakfast Cereal - 500g/box, plain or chocolate-flavored, wheat curls breakfast cereal, good quality (NESTLE COCO KRUNCH)	Box	12,040	285.68	3,439,587.20
19	Biscuit - plain cracker, 28g/pack, 10's/pack, good quality (MAGIC FLAKES)	Pack	5,400	77.35	417,690.00
20	Chocolate Malt Drink - 26g/pack, powdered, 14's/pack, good quality (ENERGEN)	Pack	27,000	48.80	1,317,600.00
***** Nothing Follows *****					

**Total Amount : 22,575,928.00**

Total Amount In Words (Pesos): Twenty Two Million Five Hundred Seventy Five Thousand Nine Hundred Twenty Eight Pesos Only

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



**RHEA H. QUINTOS** / 11-9-2023  
 Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
 City Accountant

Approved Budget for the Contract : 22,586,728.00

OBR : 10-200-10-11226

**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 09 2023 and to expire on - DEC 31 2023.

CONFORME RHEA H. QUINTOS PROPRIETRESS 11-9-2023  
 SIGNATURE OVER PRINTED NAME IN THE CAPACITY OF 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 NOV 09 2023 day of QUEZON CITY, 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 with his/her photograph and signature appearing thereon with No. PLGTS 2024 A issued on APRIL 12, 2018

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**ATTY. RUBEN M. AZAÑES JR.**  
 NOTARY PUBLIC IN QUEZON CITY  
 AM Adm. No. (Cra. No. NP-025 (2023-2024)  
 IBP O.R. No. 293184 Jan. 2023, Ser. No. 46427  
 PTR No. 4029325 D 01-05-2023 TIN: 140-334-336-000  
 MCLE Compliance No. VII-0018505 valid until 04-15-2025  
 Address: Unit 102 Suntrust Condo, Metaline St., Central, Q.C.

\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Pnp2,500,000.00 and above only)