



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



PO Number **2310151**

**Purchase Order** Date: **NOV 06 2023**

Procuring Unit : **BARANGAY AND COMMUNITY RELATIONS DEPARTMENT** Project Number : **BCRD-23-HLMF-1409**  
Company Name : **MS. V ENTERPRISES** Mode of Procurement : **Public Bidding**  
Address : **No. 6 Bayo Condotel Sct. Bayoran St., Cor Sct. Tuazon, Brgy. South Triangle, Quezon City** Resolution No. : **23-PB-776**  
Business Type : **Sole Proprietorship Registration #4918293** TIN Number : **136-386-905-000**  
Contact Number : **0917-819-5910**

**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
	Ham Sandwich				
	Assorted Soft Drinks				
	Managed Buffet Lunch				
	Cream of Mushroom Soup				
	Imperial Fried Chicken				
	Special Chopsuey				
	Fish Fillet in Satay Sauce				
	Plain Rice				
	Fresh Fruits in Season				
	Assorted Soft Drinks				
	PM Snack				
	Baked Macaroni with Bread				
	Assorted Soft Drinks				
	MENU 4				
	AM Snack				
	Chicken Sandwich				
	Assorted Soft Drinks				
	Managed Buffet Lunch				
	Bird's Nest Soup				
	Fried Spareribs in Salt and Pepper				
	Double Vegetables in Oyster Sauce				
	Beef with Celery and Snow Peas				
	Plain Rice				
	Almond Jelly with Syrup				
	Assorted Soft Drinks				

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

**VENUS J. TERRY** **NOV 7 2023**  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR :** **NOV 2023, 11, 11491**

**Approved Budget for the Contract : 10,644,000.00**



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**PROCUREMENT DEPARTMENT**  
Quezon City Government



PO Number **2310151**

**Purchase Order** Date: **NOV 06 2023**

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**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
	Beef with Celery and Snow Peas				
	Plain Rice				
	Almond Jelly with Syrup				
	Assorted Soft Drinks				
	PM Snack				
	Bihon/Canton Guisado with Bread				
	Assorted Soft Drinks				
	MENU 2				
	AM Snack				
	Empanada				
	Assorted Soft Drinks				
	Managed Buffet Lunch				
	Cream of Mushroom Soup				
	Imperial Fried Chicken				
	Special Chopsuey				
	Fish Fillet in Satay Sauce				
	Plain Rice				
	Fresh Fruits in Season				
	Assorted Soft Drinks				
	PM Snack				
	Spaghetti with Bread				
	Assorted Soft Drinks				
	MENU 3				
	AM Snack				

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

**VENUS T. JERRY** **NOV. 7, 2023**  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR : NO. 2023-11-11491**

**Approved Budget for the Contract : 10,644,000.00**





Republic of the Philippines  
PROCUREMENT DEPARTMENT  
Quezon City Government



PO Number **2310151**

Purchase Order Date: **NOV 06 2023**

Procuring Unit : **BARANGAY AND COMMUNITY RELATIONS DEPARTMENT** ✓ Project Number : **BCRD-23-HLMF-1409** ✓  
Company Name : **MS. V ENTERPRISES** ✓ Mode of Procurement : **Public Bidding** ✓  
Address : **No. 6 Bayo Condotel Sct. Bayoran St., Cor Sct. Tuazon, Brgy. South Triangle, Quezon City** ✓ Resolution No. : **23-PB-776** ✓  
Business Type : **Sole Proprietorship Registration #4918293** ✓ TIN Number : **136-386-905-000** ✓  
Contact Number : **0917-819-5910** ✓

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 ✓  
Payment Term : Credit

Delivery Schedule : Upon request by the end-user until December 31, 2023 ✓

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1 ✓	<b>VENUE ACCOMMODATION AND OTHERS</b> ✓ 7,096 pax x 1 day, live-out, 12 batches Inclusive of Venue Accommodation, Food and Conference Room, Facilities, Tarpaulin and various Office Supplies  CONCESSION AND AMENITIES: - Free use of the conference room with usual facilities like whiteboard, P/A system with 2 mics., overhead projector with screen and rostrum (7:00am-5:00pm) - Free flowing coffee during seminar proper - Free use of electricity charge for one (1) unit of Laptop and overhead projector or LCD and screen in case you will bring in - Free use of swimming pool and cottages. - Free use of Wi-Fi connection - Free parking  FOOD AND DRINKS (Buffet Style) – 7,096 pax For Batch 1 to Batch 12 either:  MENU 1 AM Snack Chicken Sandwich Assorted Soft Drinks Managed Buffet Lunch Bird's Nest Soup Fried Spareribs in Salt and Pepper Double Vegetables in Oyster Sauce ✓	Lot ✓	1 ✓	10,640,578.00 ✓	10,640,578.00 ✓

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

**VENUS T. TERRY** **NOV. 7, 2023**  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU** ✓  
City Accountant

OBR : **NOV. 2023-11-1491**

Approved Budget for the Contract : **10,644,000.00** ✓



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



PO Number **2310151**

**Purchase Order** Date: **NOV 06 2023**

Procuring Unit : **BARANGAY AND COMMUNITY RELATIONS DEPARTMENT** / Project Number : **BCRD-23-HLMF-1409**  
Company Name : **MS. V ENTERPRISES** / Mode of Procurement : **Public Bidding**  
Address : **No. 6 Bayo Condotel Sct. Bayoran St., Cor Sct. Tuazon, Brgy. South Triangle, Quezon City** / Resolution No. : **23-PB-776**  
Business Type : **Sole Proprietorship Registration #4918293** / TIN Number : **136-386-905-000**  
Contact Number : **0917-819-5910**

**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
	PM Snack Bihon/Canton Guisado with Bread Assorted Soft Drinks  VARIOUS SUPPLIES - 6 pieces - Tarpaulin, 4ft. x 8ft., full color, thickness 22 ounces - 400 pieces - Marker, Permanent (Black), fine point - 1,946 pieces - Manila Paper, 36 inches x 48 inches - 500 rolls - Masking Tape, 2 inches (48mm) thickness per roll - 800 pieces - Cartolina, assorted colors 5,644 pieces - Training Bag, black, with print, 15 inches x 12 inches  ***** Nothing Follows *****				

**Total Amount : 10,640,578.00**

**Total Amount In Words (Pesos):** Ten Million Six Hundred Forty Thousand Five Hundred Seventy Eight Pesos Only

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



**VENUS F. JERRY** **NOV. 7. 2023**  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

**OBR : NO. 2023-11-14941**

**Approved Budget for the Contract : 10,644,000.00**



## 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 07 2023 and to expire on - DEC 31 2023.

CONFORME:

SIGNATURE OVER PRINTED NAME

IN THE CAPACITY OF

DATE

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

COMPANY NAME

SUBSCRIBED AND SWORN to before me this NOV 07 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 POSTAL ID with his/her photograph and signature appearing thereon with No. 585790390498 Jan 20, 2020

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Book No. 111  
Series of 2023

ATTY. RUBEN M. AZANES, JR.  
NOTARY PUBLIC IN QUEZON CITY  
AM Adm. No. 001-026 (2023-2024)  
IBP O.R. No. 03184 Jan. 2023 / Roll No. 46427  
PTR No. 4029225 / 01-05-2023 / TIN: 140-394-536-000  
MCLE Compliance No. VII-2018606 valid until 04-15-2025  
Address: Unit R03 Suntrust Condo. Matalino St. Central, Q.C.

\*\*\*This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)