



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2311075**

Purchase Order Date: **NOV 28 2023**


Procuring Unit	: PUBLIC AFFAIRS AND INFORMATION SERVICES DEPARTMENT	Project Number	: PAISD-23-VPS2-1515
Company Name	: HALO HALO EVENTS MANAGEMENT SERVICES	Mode of Procurement	: Public Bidding
Address	: #12 Mapagmahal Street, Pinyahan, Quezon City	Resolution No.	: 23-PB-867
Business Type	: Sole Proprietorship Registration #1264299	TIN Number	: 260-187-105-00000
		Contact Number	: 09985899453

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 Issuance of Notice to Proceed Until December 31, 2023
Payment Term :	Credit		

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<div>•Foods & Drinks for Production Staff: MENU Breakfast, Lunch, Dinner •Corned Beef with potato, Bacon, Garden Salad, Pandesal, Eggs, Steamed Rice, Coffee, Bottled Water 350ml •Chicken with Asparagus Soup, Roasted Beef in Mushroom Sauce, Mango/Orange Juice, Bottled Water 350ml •Pork Sinigang/Grilled Fish/Pork Katsu/Mixed Veggies, Iced Tea, Bottled Water 350m Snacks •Clubhouse Sandwich with Fries/ Asado Pao/ Chicken Sandwich, Coffee, Pineapple juice, Bottled Water 350ml ***** Nothing Follows *****</div>				

Total Amount :	961,011.51
Total Amount In Words (Pesos): Nine Hundred Sixty-One Thousand Eleven and 51/100 Pesos Only	

<div>MA. JOSEFINA G. BELMONTE City Mayor</div>	<div> 02984673</div>	<div>DULCE TIMELDA AMON DE GUZMAN FORNUNGON Signature Over Printed Name of Supplier / Date 11/28/23</div>
<div>Funds Available: RUBY G. MANANGU City Accountant</div>	<div>OBR : 100 - 2023 - 11 - 12148 Approved Budget for the Contract : 988,000.00</div>	



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2311075**
Purchase Order Date: **NOV 28 2023**

Procuring Unit	: PUBLIC AFFAIRS AND INFORMATION SERVICES DEPARTMENT	Project Number	: PAISD-23-VPS2-1515
Company Name	: HALO HALO EVENTS MANAGEMENT SERVICES	Mode of Procurement	: Public Bidding
Address	: #12 Mapagmahal Street, Pinyahan, Quezon City	Resolution No.	: 23-PB-867
Business Type	: Sole Proprietorship Registration #1264299	TIN Number	: 260-187-105-00000
		Contact Number	: 09985899453

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 Issuance of Notice to Proceed Until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	<p>PRODUCTION SERVICES FOR THE CHRISTMAS "JOY" SPECIAL – SHORT FILM</p> <p>A light, entertaining, and inspiring Christmas video, with a length of three to five minutes showcasing the local government and the QCitizens' resiliency, and achievements, as well as the city's significant developments.</p> <p>Scope of Work:</p> <p>The production team, in collaboration with PAISD and other concerned departments, will undertake the production of the short film within the city's landmarks, business centers, and other sites depicting the city's development. The short film should highlight significant milestones of the city, QCitizens, and the local government, especially this year.</p> <p>Work rendered by the production team, including raw footage and pictures, shall remain as property of the city government.</p> <p>The production team may engage the services of actors and other independent film workers, provided the final output or the short film will depict a true representation of the city government's achievements.</p> <p>Package Inclusions:</p> <ul style="list-style-type: none">•Pre-Production Research•Script –revision up to three (3) revisions•Rental of Equipment: Lights, Audio, Camera, and editing machine•32 Artists/Supporting Actors and Production Crews•Facebook Boosting: 20-days duration of the 3-5minutes Christmas video	package	1	961,011.51	961,011.51

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date
11/28/23

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 988,000.00

OBR : 100 - 2023 - 11 - 12148

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 28 2023 and to expire on - DEC 31 2023

CONFORME:

DULCE IMELDA AMOR DE GUZMAN Karamunson PROPRIETRESS / PRODUCER 11 / 28 / 23
SIGNATURE OVER PRINTED NAME IN THE CAPACITY OF DATE

Duly authorized to sign this Purchase Order for and on behalf of HALOHALO EVENTS MANAGEMENT SERVICES
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)