



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2311155**

Purchase Order Date: **DEC 13 2023**

Procuring Unit : **QUEZON CITY UNIVERSITY** ✓
Company Name : **MS. V ENTERPRISES** ✓
Address : **No. 6 Bayo Condo Scout Bayoran St., Corner Sct. Tuazon, Brgy. South Triangle, Quezon City** ✓
Business Type : **Sole Proprietorship Registration #4918293** ✓
Project Number : **QCU-23-PS2-1485** ✓
Mode of Procurement : **53.1** ✓
Resolution No. : **23-A-301** ✓
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 : Fifteen (15) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Research Manual • Page Size: 6 inches x 8.5 inches • No. of Pages: 150 (est) • Paper Inside: Book #60 80gsm • Paper Cover: Foldcote #15 250gsm • Cover Finish: Matte Lamination • Print: Full Color • Finish: Soft Bound	copy	50	720.00	36,000.00
2	Academic Research Guide • Page Size: 6 inches x 8.5 inches • No. of Pages: 150 (est) • Paper Inside: Book #60 80gsm • Paper Cover: Foldcote #15 250gsm • Cover Finish: Matte Lamination • Print: Full Color • Finish: Soft Bound	copy	50	817.00	40,850.00
3	QCU Research Journal (QCU LAMP: JOURNAL OF EDUCATION) • Page Size: A4 • No. of Pages: 150 (est) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color • Finish: Soft Bound (RTC/Book A Like)	copy	60	1,250.00	75,000.00
4	QCU Research Journal (QCU GAVEL JOURNAL OF SOCIAL SCIENCES) • Page Size: A4 • No. of Pages: 120 (est) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color • Finish: Soft Bound (RTC/Book A Like)	copy	60	1,250.00	75,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS J. FERRY
Signature Over Printed Name of Supplier / Date

12-15-2023

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : **11-12-2023**

Approved Budget for the Contract : 1,842,150.00



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Procuring Unit	: QUEZON CITY UNIVERSITY	Project Number	: QCU-23-PS2-1485
Company Name	: MS. V ENTERPRISES	Mode of Procurement	: 53.1
Address	: No. 6 Bayo Condo Scout Bayoran St., Corner Sct. Tuazon, Brgy. South Triangle, Quezon City	Resolution No.	: 23-A-301
Business Type	: Sole Proprietorship Registration #4918293	TIN Number	: 136-386-905-000
		Contact Number	: 0917-819-5910

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5	QCU Research Journal (QCU STAR JOURNAL OF SCIENCE AND TECHNOLOGY) • Page Size: A4 • No. of Pages: 120 (est) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color • Finish: Soft Bound (RTC/Book A Like)	copy	60	1,250.00	75,000.00
6	QCU Research Monograph 2023 Volume 2, Series 1 • Page Size: A4 • No. of Pages: 70 (est) • Paper Inside: Book #60 80gsm • Paper Cover: Foldcote #15 250gsm • Cover Finish: Matte Lamination • Print: Full Color • Finish: Saddle Stitch (Staple)	copy	50	735.00	36,750.00
7	QCU Research Monograph 2023 Volume 2, Series 2 • Page Size: A4 • No. of Pages: 70 (est) • Paper Inside: Book #60 80gsm • Paper Cover: Foldcote #15 250gsm • Cover Finish: Matte Lamination • Print: Full Color • Finish: Saddle Stitch (Staple)	copy	50	735.00	36,750.00
8	Extension Manual Revision for 2023 • Page Size: 6 inches x 8.5 inches • No. of Pages: 120 (est) • Paper Inside: Book #60 80gsm • Paper Cover: Foldcote #15 250gsm • Cover Finish: Matte Lamination	copy	50	622.00	31,100.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. JERRY 12-15-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : **W. 2023 11-1248**

Approved Budget for the Contract : 1,842,150.00



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Business Type	: Sole Proprietorship Registration #4918293	TIN Number	: 136-386-905-000
		Contact Number	: 0917-819-5910

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
9	<ul style="list-style-type: none">• Print: Full Color• Finish: Soft Bound Intellectual Property (IP) Policy Manual <ul style="list-style-type: none">• Page Size: A4• No. of Pages: 75 (est)• Paper Inside: Book #60 80gsm• Paper Cover: Foldcote #15 250gsm• Cover Finish: Matte Lamination• Print: Full Color• Finish: Saddle Stitch (Staple)	copy	50	450.00	22,500.00
10	Pocket Folder <ul style="list-style-type: none">• Size: to fit A4 Size paper; approx. 8.75 inches x 11.5 inches• Paper: Foldcote #15 250gsm• Print: Full Color 1 Side• Finish: Gloss Lamination• Finish: Die Cut with 2 Pockets	copy	500	54.60	27,300.00
11	Leather Notebook A5 <ul style="list-style-type: none">• Page Size: A5• No. of Pages: 100• Paper Inside: Book #50 80gsm• Print Cover: Full Color, Customized, UV Printed Logo• Print (Pages): Lined (with footer logo/design print)• Finish: PU Softbound Leatherette Cover with ribbon bookmark; and Customized, UV Printed Logo	copy	600	300.00	180,000.00
12	Notepads (1/4 Letter Size) <ul style="list-style-type: none">• Size: 4.25 inches x 5.5 inches• Paper: Book #60 80gsm• Print: Full Color 1 Side• Finish: Glue Padded with cover overlapping the binding of the short edge/side to the chipboard back	copy	500	247.00	123,500.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. JERRY 12-15-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : NO- 2022-12 12748

Approved Budget for the Contract : 1,842,150.00



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Resolution No. : 23-A-301
TIN Number : 136-386-905-000
Contact Number : 0917-819-5910

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
13	• 100 sheets/pad Research Agenda (Brochure) • Size: 9.25 inches x 16 inches • Print: Full Color 2 Sides • Finish: 4-Fold • Paper: C2S #100 125gsm	copy	300	60.00	18,000.00
14	QCU GAD Brochure • Size: 9.25 inches x 16 inches • Print: Full Color 2 Sides • Finish: 4-Fold • Paper: C2S #100 125gsm	copy	300	60.00	18,000.00
15	Extension Agenda (Brochure) • Size: 9.25 inches x 16 inches • Print: Full Color 2 Sides • Finish: 4-Fold • Paper: C2S #100 125gsm	copy	500	60.00	30,000.00
16	QCU S.M.I.L.E. (Brochure) • Size: 9.25 inches x 16 inches • Print: Full Color 2 Sides • Finish: 4-Fold • Paper: C2S #100 125gsm	copy	500	60.00	30,000.00
17	QCU Brochure • Size: 9.25 inches x 16 inches • Print: Full Color 2 Sides • Finish: 4-Fold • Paper: C2S #100 125gsm	copy	1,000	60.00	60,000.00
18	Annual Report • Page Size: A4 • No. of Pages: 100 (est)	copy	200	2,250.00	450,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. PERRY 12-15-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : NO-2023-11-12748

Approved Budget for the Contract : 1,842,150.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
19	<ul style="list-style-type: none">Paper Inside: C2S #80 100gsmPaper Cover: C2S #200 300gsmPrint: Full ColorFinish: Soft bound Faculty Research Colloquium (FRC) Book of Abstract (Volume 1)	copy	100	757.00	75,700.00
20	<ul style="list-style-type: none">Page Size: A4No. of Pages: 80 (est)Paper Inside: C2S #80 100gsmPaper Cover: C2S #200 300gsmPrint: Full ColorFinish: Saddle Stitch (Staple) Faculty Research Colloquium (FRC) Book of Abstract (Volume 2)	copy	100	757.00	75,700.00
21	<ul style="list-style-type: none">Page Size: A4No. of Pages: 300 (est)Paper Inside: C2S #80 100gsmPaper Cover: C2S #200 300gsmPrint: Full ColorFinish: Soft Bound QCU Institutional Development Plan	copy	150	1,500.00	225,000.00
22	<ul style="list-style-type: none">Page Size: A4No. of Pages: 50 (est)Paper Inside: C2S #80 100gsmPaper Cover: C2S #200 300gsm QCU Action Plan 2022	copy	50	1,000.00	50,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

VENUS T. PERAY 12-15-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : **100-2022-11-1748**

Approved Budget for the Contract : 1,842,150.00



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23	<ul style="list-style-type: none">• Print: Full Color• Finish: Soft Bound QCU Mid-Year Assessment Plan <ul style="list-style-type: none">• Page Size: A4• No. of Pages: 80 (est)• Paper Inside: C2S #80 100gsm• Paper Cover: C2S #200 300gsm• Print: Full Color• Finish: Soft Bound ✓ <p>***** Nothing Follows *****</p>	copy	50 ✓	1,000.00 ✓	50,000.00 ✓

Total Amount : 1,842,150.00 ✓

Total Amount In Words (Pesos): One Million Eight Hundred Forty-Two Thousand One Hundred Fifty Pesos and 00/100 Only ✓

MA. JOSEFINA G. BELMONTE ✓
City Mayor



Venus T. Terry
VENUS T. TERRY 12-15-2023
Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU ✓
City Accountant

Approved Budget for the Contract : 1,842,150.00 ✓

OBR : 100-2020-11-12748