

to be included
in APP 2024

Award notice
APP

105



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2401089**

Purchase Order Date: **DEC 29 2023**

Procuring Unit	: SOCIAL SERVICES DEVELOPMENT DEPARTMENT	Project Number	:SSDD-24-FUEL-0068
Company Name	: YENS OFFICE AND SCHOOL SUPPLIES TRADING	Mode of Procurement	:Public Bidding
Address	: #23 Moses St., Metrogate Complex, Brgy. Pandayan, City of Meycauayan, Bulacan	Resolution No.	:24-PB-078
Business Type	: Sole Proprietorship Registration #1565450	TIN Number	:482-778-072-000
		Contact Number	:09176530731

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 not to exceed December 31, 2024
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>time of delivery not to exceed December 31, 2024</p> <p>d) CONSIDERATION: The total consideration, as allocated by the City, shall be P2,954,851.00</p> <p>e) TERMS OF PAYMENT: The City shall pay the supplier on a monthly basis upon presentation of the billing statement and upon complete delivery and acceptance of the goods delivered depending on the actual number of clients served.</p> <p>F) ASSIGNMENT: Unless otherwise expressly stipulated or a prior written approval of the QUEZON CITY GOVERNMENT is secured, the Purchase Order shall not be assigned or subjected to any other party or parties.</p> <p>G) DAMAGES: The Supplier shall indemnify the Quezon City Government against all losses and claims for injuries or damages to any person or property whatsoever which may arise in consequence of the performance of this contract and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto</p> <p>h) DEFAULT: In the event that the supplier has not fully complied with its promise to provide the foregoing services, in the required specifications as agreed upon, or in any manner has failed to satisfactorily perform its obligations, the same shall be barred upon proper recommendation, from future transactions with the QUEZON CITY GOVERNMENT, without prejudice to any legal action, if appropriate.</p> <p>i) VENUE OF ACTION: All disputes, claims or questions which may arise out of the Purchase Order shall be filed in the competent courts of Quezon City, at the Option of the QUEZON CITY GOVERNMENT, to the exclusion of all other courts</p>				

Total Amount : 2,954,851.00

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

MA. JOSEFINA G. BELMONTE
City Mayor

KATHLEEN M. OSORIO 1 DEC 29, 2023
Signature Over Printed Name of Supplier / Date



Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 2,954,851.00

OBR : 1A-2024-01-31



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	CHILD WELFARE PROGRAM ✓				
1	LPG Tank, small - 11 kilograms, new tank with content	Tank	301	3,000.00	903,000.00
2	LPG Tank, small - 11 kilograms, refill	Tank	602	1,100.00	662,200.00
	PROCESSING CENTER FOR STREET DWELLERS PROGRAM ✓				
3	LPG Tank, big - 50 kilograms, refill	Tank	52	5,115.00	265,980.00
	VOCATIONAL DEVELOPMENT PROGRAM ✓				
4	LPG Tank, small - 11 kilograms, new tank with content	Tank	4	3,000.00	12,000.00
5	LPG Tank, medium - 22 kilograms, refill	Tank	12	2,090.00	25,080.00
	EMERGENCY DISASTER RELIEF PROGRAM ✓				
6	LPG Tank, small - 11 kilograms, refill	Tank	300	1,100.00	330,000.00
	MOLAVE YOUTH HOME - HOMELIFE SERVICES ✓				
7	LPG Tank, big - 50 kilograms, refill	Tank	72	5,115.00	368,280.00
	RECEPTION AND ACTION CENTER PROGRAM ✓				
8	LPG Tank, medium - 22 kilograms, refill	Tank	60	2,090.00	125,400.00
	QC BAHAY KALINGA FOR CHILDREN ✓				
9	LPG Tank, big - 50 kilograms, new tank with content	Tank	3	7,062.00	21,186.00
10	LPG Tank, big - 50 kilograms, refill	Tank	35	5,115.00	179,025.00
	OPERATIONALIZATION OF BAHAY ARUGA ✓				
11	LPG Tank, medium - 22 kilograms, refill	Tank	30	2,090.00	62,700.00
	✓ Terms & Conditions: a) CONTRACT PERIOD: Not to exceed December 31, 2024; b) PLACE OF DELIVERY: The Supplier will deliver the Cooking Gas at Social Services Development Department, Molave Youth Home, Reception & Action Center, Bahay Kalinga for Children, Bahay Aruga for Elderlies and Processing Center for Street Dwellers; c) SCHEDULE OF DELIVERY: The Supplier shall deliver the cooking gas upon written request of the End-User as to quantity, items and				

MA. JOSEFINA G. BELMONTE
 City Mayor

Kathleen M. Osorio
 Kathleen M. Osorio 1 Dec 29, 2023
 Signature Over Printed Name of Supplier / Date

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
 City Accountant

OBR : 12-2024-0151

Approved Budget for the Contract : 2,954,851.00

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 JAN 01 2024 and to expire on - DEC 31 2024

CONFORME: Kathleen M. Osorio
 SIGNATURE OVER PRINTED NAME

OWNER
 IN THE CAPACITY OF

Dec 29, 2023
 DATE

Duly authorized to sign this Purchase Order for and on behalf of YENS OFFICE AND SCHOOL SUPPLIES 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)