



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2404075**

Purchase Order Date: **MAY 06 2024**

Procuring Unit	: CITY GENERAL SERVICES DEPARTMENT	Project Number	: CGSD-24-OESC-0266
Company Name	: DEGE TRADING	Mode of Procurement	: Public Bidding
Address	: #436 East Berkeley St. California Village, San Bartolome, Quezon City	Resolution No.	: 24-PB-256
Business Type	: Sole Proprietorship Registration #1176646	TIN Number	: 408-043-452-000
		Contact Number	: 0917-821-4319

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here

Place of Delivery : CGSD Central Warehouse

Delivery Schedule

Upon Issuance of Notice to Proceed until December 31, 2024

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Epson T6641, black, 70ml, genuine ✓	bottle	53✓	338.00	17,914.00
2	Epson T6642, cyan, 70ml, genuine ✓	bottle	38✓	357.50	13,585.00
3	Epson T6643, magenta, 70ml, genuine ✓	bottle	38✓	357.50	13,585.00
4	Epson T6644, yellow, 70ml, genuine ✓	bottle	38✓	357.50	13,585.00
5	Epson L5190/L3150, Epson 003, T00V100 (black), 65ml, genuine ✓	bottle	304✓	350.00	106,400.00
6	Epson L5190/L3150, Epson 003, T00V200 (cyan), 65ml, genuine ✓	bottle	128✓	357.50	45,760.00
7	Epson L5190/L3150, Epson 003, T00V300 (magenta), 65ml, genuine ✓	bottle	128✓	357.50	45,760.00
8	Epson L5190/L3150, Epson 003, T00V400 (yellow), 65ml, genuine ✓	bottle	128✓	357.50	45,760.00
9	Universal Ink, black, 1liter ✓	bottle	2✓	780.00	1,560.00
10	Universal Ink, blue, 1liter ✓	bottle	1✓	780.00	780.00
11	Universal Ink, magenta, 1liter ✓	bottle	1✓	780.00	780.00
12	Universal Ink, yellow, 1liter ✓	bottle	1✓	780.00	780.00
13	Brother BT5000 Cyan for DCP T420W, 108ml ✓	bottle	30✓	510.00	15,300.00
14	TK-7120, for Kyocera Taskalfa 3212i ✓	cart	3✓	11,050.00	33,150.00
15	Cannon, CL-811, colored ✓	cart	6✓	1,178.00	7,068.00
16	Cannon, PG-810, Black ✓	cart	6✓	892.32	5,353.92
17	Ink Cartridge, HP C2PO4AA (HP0462)black ✓	cart	5✓	773.76	3,868.80
18	Ink Cartridge, HP C2PO6AA (HP62) tri-color ✓	cart	5✓	950.56	4,752.80
19	Ink Cartridge, HP C9352AA (HP22) tri-color ✓	cart	5✓	920.40	4,602.00
20	Ink Cartridge, HP C9397A (HP72) 69ml black ✓	cart	5✓	1,996.80	9,984.00
21	Ink Cartridge, HP C9398A (HP72) 69ml cyan ✓	cart	5✓	1,996.80	9,984.00
22	Ink Cartridge, HP C9399A (HP72) 69ml magenta ✓	cart	5✓	1,996.80	9,984.00
23	Ink Cartridge, HP C9400A (HP72) 69ml yellow ✓	cart	5✓	1,996.80	9,984.00
24	Ink Cartridge, HP C9401A (HP72) 69ml gray ✓	cart	5✓	1,996.80	9,984.00
25	Ink Cartridge, HP C9403A (HP72) 130ml black ✓	cart	5✓	3,016.00	15,080.00
26	Ink Cartridge, HP CC640WA (HP60) black ✓	cart	5✓	769.60	3,848.00

MA. JOSEFINA G. BELMONTE
City Mayor

MA. JOSEFINA G. BELMONTE
Signature Over Printed Name of Supplier / Date
05-16-2024

Funds Available:

Ruby G. Manangu
RUBY G. MANANGU
City Accountant

OBR : *100-2024-03-04486*

Approved Budget for the Contract : 554,234.34



Republic of the Philippines
PROCUREMENT DEPARTMENT
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PO Number **2404075**

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		Contact Number	:0917-821-4319

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Delivery Schedule : Upon Issuance of Notice to Proceed until December 31, 2024

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
27	Ink Cartridge, HP CC643WA (HP60) tri-color	cart	5	915.20	4,576.00
28	Ink Cartridge, HP CD888AA (HP703) tri-color	cart	5	366.08	1,830.40
29	Ink Cartridge, HP CD975AA (HP920XL) black	cart	5	1,346.80	6,734.00
30	Ink Cartridge - HP 680 black	box	10	550.00	5,500.00
31	Ink Cartridge - HP 680 tri color	box	10	550.00	5,500.00
32	Ink Cartridge (HP-704), Black	cart	15	419.00	6,285.00
33	Toner Cartridges, Docucentre S2320	pc	3	5,980.00	17,940.00
34	Epson Ribbon Cartridge, ERC-38B	cart	15	178.30	2,674.50
35	Printer SRT Color Ribbon for ID Card Printer (YMCK) Prints Per Ribbon: 1000 prints YMCK ribbon comprises full panels of Yellow (Y), Magenta (M), Cyan (C) and Black Resin (K) and is used for printing oversized cards and badges on the Matica XL8300, XID8300 (Dual-Sided) or XID8600 large format card printer	box	1	27,000.00	27,000.00
36	Printer SRT Retransfer Film for ID Card Printer Mil Clear Patch Laminate Ribbon Prints per film: 550 reverse transfer printer meaning that the print is first applied to a clear film which is then bonded on to the surface of the card. Therefore, retransfer film is an essential component of your consumables kit when printing retransfer film also offers some protection from day to day wear and tear and from the print fading thus prolonging the life of your cards.	box	2	13,500.00	27,000.00

Total Amount : 554,232.42

Total Amount In Words (Pesos): Five Hundred Fifty-Four Thousand Two Hundred Thirty-Two Pesos and 42/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



MAMA VILA A. GALUA 05-16-2024
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 554,234.34

OBR : NO-2024-09-04486

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. AWARDDEE 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 AWARDDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDDEE and for re-awarding the item(s) to the ALTERNATE AWARDDEE.
3. AWARDDEE 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 AWARDDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDDEE 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 AWARDDEE 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 AWARDDEE. 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 AWARDDEE. Refusal by the DEFAULTING AWARDDEE 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 MAY 16 2024 and to expire on - DEC 31 2024.

CONFORME:

MAMA WIA Laring X. balua
SIGNATURE OVER PRINTED NAME

NOPE PRESS
IN THE CAPACITY OF

05-16-2024
DATE

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

DIGI 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)