



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2406001**

Purchase Order Date: **JUN 28 2024**

Procuring Unit	: QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	Project Number	: QCSBCDPO-24-PS2-0804
Company Name	: JOSLOR ENTERPRISES	Mode of Procurement	: Public Bidding
Address	: 2nd Floor, Unit 204 Margarita Bldg., #28 Matalino St., Brgy. Central, Quezon City	Resolution No.	: 24-PB-451
Business Type	: Sole Proprietorship Registration #05588266	TIN Number	: 458-795-401-00000
		Contact Number	: 09270494147

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 Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	SBCDPO FLYER GENERAL Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" (Per Panel) 3-folds Paper: CS2 Glossy Thickness: 120 GSM Full Colored Back to back	PIECE	1,000	20.00	20,000.00
2	CSG MANUAL Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" (Per Panel) 3-folds Paper: CS2 Glossy Thickness: 120 GSM Full Colored Back to back	PIECE	1,000	23.00	23,000.00
3	CSG PASSBOOK Size: 15.5cm (H) x 11cm (W) Pages: 52 pages including front and back cover Paper: CS2 80 GSM Book Paper (Inside) CS2 220 GSM Glossy Laminated (front & back cover) Black & white (inside) Colored (front & back cover) Saddle Stitch (Stapled) Binding	PIECE	10,000	50.00	500,000.00
4	PBQC INFO GUIDE Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" (Per Panel) 3-folds Paper: CS2 Glossy Thickness: 120 GSM Full Colored Back to back	PIECE	20,000	16.00	320,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine R. Fernandez

July 12, 2024

Signature Over Printed Name of Supplier / Date

Funds Available:

OBR : 100- 2024-06- 06004

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 1,510,180.00



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5	COOP FLYER ✓ Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" ✓ (Per Panel) 3-folds ✓ Paper: CS2 Glossy ✓ Thickness: 120 GSM ✓ Full Colored ✓ Back to back ✓	PIECE ✓	1,000 ✓	20.00	20,000.00
6	POP QC FLYER ✓ Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" ✓ (Per Panel) 3-folds ✓ Paper: CS2 Glossy ✓ Thickness: 120 GSM ✓ Full Colored ✓ Back to back ✓	PIECE ✓	1,000 ✓	20.00	20,000.00
7	BROCHURE POCKETS ✓ Flyer Holder (Pocket Type) ✓ Total dimension (flat): 8.75 inches x 6.25 inches ✓ Dimension (assembled): 4 inches x 6 inches ✓ Print: Full Color ✓ Paper: 200gsm matte ✓	PIECE ✓	1,000 ✓	100.00	100,000.00
8	ANNUAL REPORT BOOKLET ✓ Size: 11.7" (H) x 8.25" (W) ✓ Pages: 64-72 pages including front and back cover Paper: CS2 120 GSM Glossy (Inside) ✓ CS2 220 GSM Glossy Laminated (front & back cover) ✓ Full Colored ✓ Perfect Binding ✓	PIECE ✓	200 ✓	900.00	180,000.00
9	QC ESSENTIALS TECHNOLOGIES (FLYERS) ✓ Size: 8.5" (H) x 11" (W) (Spread) / 8.5" x 3.7" ✓	PIECE ✓	12,000 ✓	20.00	240,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine K. Fernandez

July 12, 2024

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Delivery Schedule Thirty (30) Calendar Days

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	(Per Panel) 3-folds ✓ Paper: CS2 Glossy ✓ Thickness: 120 GSM ✓ Full Colored ✓ Back to back ✓ a. ALCOLOGNE 1,000 copies ✓ b. DISHWASHING SOAP 1,000 copies ✓ c. BAGOONG 1,000 copies ✓ d. AIRCARE DEODORIZER 1,000 copies ✓ e. LIQUID HANDSOAP 1,000 copies ✓ f. GOURMET TUYO 1,000 copies ✓ g. ATCHARA 1,000 copies ✓ h. KIMCHI 1,000 copies ✓ i. CHILI GARLIC 1,000 copies ✓ j. TOCINO 1,000 copies ✓ k. LONGGANISA 1,000 copies ✓ l. BANGUS 1,000 copies ✓				
10	BYOB FACILITATOR'S GUIDE ✓ Size: 8.5 inches x 11 inches ✓ No. of pages: 178pp ✓ Material Cover: C2S 180 lbs, Material Inside: Bookpaper 50 lbs ✓ Color Cover: Full Color ✓ Color Inside: One Color Binding: Perfect Binding Lamination: Plastic ✓	PIECE	50	560.00	28,000.00
11	BYOB LEARNER'S GUIDE ✓ Size: A4 ✓ No. of pages: 106pp ✓	PIECE	210	270.00	56,700.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine K. Fernandez

July 12, 2024

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 100-2024-06-00004

Approved Budget for the Contract : 1,510,180.00



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		Contact Number	: 09270494147

Sir/Madam:
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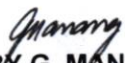
Place of Delivery : CGSD Central Warehouse
Delivery Schedule Thirty (30) Calendar Days
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
12	Material Cover: C2S 180 lbs, Material Inside: Boookpaper 50 lbs Color Cover: Full Color Color Inside: One Color Binding: Perfect Binding Lamination: Plastic BYOB PRINTED ID 4.5 inches x 3 inches colored printed vellum, 180 gsm	PIECE	230	6.00	1,380.00

Total Amount : 1,509,080.00

Total Amount In Words (Pesos):One Million Five Hundred Nine Thousand Eighty Pesos and 00/100 Only

MA. JOSEFINA G. BELMONTE City Mayor		 Sharmin Fernandez July 12, 2024 Signature Over Printed Name of Supplier / Date
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Funds Available:  RUBY G. MANANGU City Accountant	OBR : 100-2024-06-00004 Approved Budget for the Contract : 1,510,180.00
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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 JUL 12 2024 and to expire on - AUG 11 2024

CONFORME:

Sharmin R. Fernandez

SIGNATURE OVER PRINTED NAME

Authorized Representative

IN THE CAPACITY OF

July 12, 2024

DATE

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