



Republic of the Philippines
PROCUREMENT DEPARTMENT
 Quezon City Government



PO Number **2406081**

Purchase Order Date: **JUL 04 2024**

| | | | |
|----------------|---|---------------------|--------------------|
| Procuring Unit | : BARANGAY AND COMMUNITY RELATIONS DEPARTMENT | Project Number | :BCRD-24-OE-0812B |
| Company Name | : ALELEN ENTERPRISE | Mode of Procurement | :Public Bidding |
| Address | : 21C Matiyaga St., Barangay Central, Quezon City | Resolution No. | :24-PB-522 |
| Business Type | : Sole Proprietorship Registration #1387714 | TIN Number | :179-876-721-00000 |
| | | Contact Number | :936-4514 |

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 until December 31, 2024
Payment Term : Credit

| Stock No. | Item | Unit of Issue | QTY | Unit Cost | Amount |
|-----------|--|---------------|-----|------------|------------|
| 1 | DUPLICATING MACHINE (BLUE BPS-650) Print Speed: 130 ppm Master Making Time: Approx. 17 sec Printing Resolution: 300 x 600 dpi Printing Paper Weight: 46-157gsm Printing Paper Size: 310 mm x 432 mm Printing Area: 210 mm x 357 mm Scanning Resolution: 600 x 600 dpi Machine Dimension: 1,415 mm x 670 mm x 1,065 mm Master Supply: Master F II Type 70, Approx. 250 sheets/roll Ink Supply: Ink F II Type Black, 1,000 m | unit | 1 | 431,000.00 | 431,000.00 |
| 2 | PAPER CUTTER (OFFICOM) heavy duty paper size indicator paper adjuster included metal base working area: A4 size cutting length: 430 mm cutting capacity: 1 ream (stand 70gsm) paper cutter type: wood base paper | unit | 1 | 8,400.00 | 8,400.00 |
| 3 | LAMINATOR (FELLOWES SATURN 3i A4) Ready to laminate in just 60 seconds with InstaHeat Technology Laminates A4 size documents in 80-125 micron pouches Laminator feed sensor indicates when a document has been misfeed and stops the laminating process, allowing the pouch to be released and realigned Auto shut off after 30 minutes of inactivity, reducing energy consumption Lamination speed of 30cm/minute | unit | 1 | 8,400.00 | 8,400.00 |

MA. JOSEFINA G. BELMONTE
 City Mayor

Ryan Guillermo 7/21/2024
 Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
 City Accountant

Approved Budget for the Contract : 836,991.00

OBR : No. 2024. 07. 06844



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| 4 | Energy Efficient Features: Auto Shut Off Throat Width (inches): 12.5 Heat-up Time (minute): 1 Maximum Laminating Speed (inches/ minute): 12 Material Type: ABS Maximum Pouch Thickness (mil): Up to 5 mil Number of Rollers: 2 Photo Capable: Yes Usage: Moderate Size: A4 PORTABLE AUDIO SYSTEM, WITH MIC TROLLEY (KONZERT PA-12) Power: 400 watts Connectivity: Bluetooth and NFC Frequency Response: 50Hz-20Hz, S/N ratio: 71dB Led lights Remote control Rechargeable battery USB, Line in, Guitar input, Wired Mic input, 40HMS | unit | 2 | 16,473.00 | 32,946.00 |
| 5 | AUDIO MIXER, 6 CHANNEL (YAMAHA MG06X) 2x Mic/Line Combo Inputs 4x ¼ inch Line Inputs Built-in FX TRS1/4 inch Stereo Outs XLR Stereo Outs "D-PRE" Mic Preamps with 48V Phantom PAD Switch on Mic/Line Inputs HPF and 2-Band EQ on Mic/Line inputs ¼ inch Headphone Output with Level Control Metal Chassis | unit | 1 | 24,923.00 | 24,923.00 |

MA. JOSEFINA G. BELMONTE
 City Mayor

Ryan Gilmore 7/29/2024
 Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
 City Accountant

OBR : **NO. 2024-07-06844**

Approved Budget for the Contract : 836,991.00

P. S. J.

AWARD
APP



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2406081**

Purchase Order Date: **JUL 04 2024**

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| 6 | LAPEL, WITH RECEIVER (SARAMONIC) Transmitter Channels: 96 Groups: A or B Oscillator Type: PLL Synthesizer Frequency Range: 514 MHz - 596 MHz Reference Deviation: (+/- 5 kHz (-60dBV, 1kHz input)) Signal to Noise Ratio: 70 Db or more Spur Suppression: -60 Db Voice Delay: 12 ms Antenna: 1/4λ wire antenna Audio input connector: TX9: 3.5mm mini jack HU9: noneTX-XLR9: XLR-3-11C type (female) Reference audio input level: -60dBV (MIC input, 0dB attenuation) Distortion: 0.5% or less Battery: Two AA size batteries | unit | 10 | 33,073.00 | 330,730.00 |

Total Amount : 836,399.00

Total Amount In Words (Pesos): Eight Hundred Thirty-Six Thousand Three Hundred Ninety-Nine Pesos and 00/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



Ryan Guillermo 7/20/2024
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : *MO-2024-07-06844*

Approved Budget for the Contract : 836,991.00

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 JUL 29 2024 and to expire on - DEC 31 2024.

CONFORME:

Byon Guilarming
SIGNATURE OVER PRINTED NAME

Arthornia Reyesy Tattui
IN THE CAPACITY OF

7/29/2024
DATE

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

Alalen Enterprise
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)**