



Republika ng Pilipinas
Lungsod Quezon
PROCUREMENT DEPARTMENT



PO Number **2408030**

Purchase Order Date: **SEP 19 2024**

Procuring Unit : CITY TREASURER'S OFFICE
 Company Name : DEGE TRADING
 Address : 436 East Berkeley St., California Village, San Bartolome, Quezon City
 Business Type : Sole Proprietorship Registration #1176646
 Project Number : CTO-24-FURNITURE-1147
 Mode of Procurement : Public Bidding
 Resolution No. : 24-PB-640
 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 : Thirty (30) Calendar Days
 Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Clerical Chair, mid high back chair with armrest, fabric seat and backrest, PVC armrest, chrome base, gas lift, black; dimensions: arm to arm: 630mm; lowest height: 920mm; highest height: 1,020mm; seat width: 560mm; backrest width: 490mm; backrest height from seat: 590mm.	unit	20	7,195.00	143,900.00
2	Filing Cabinet, Vertical, all metal construction, Dimension (W x D x H): 45.6cm x 62cm x 133cm, with file divider, flush handle, central locking system, black handle, light gray color.	unit	13	15,000.00	195,000.00
3	Cabinet, mobile pedestal, 3 drawers including 1 central lock, Dimension (W x D x H): 400mm x 500mm x 680mm, wheel caster.	unit	20	9,547.50	190,950.00
4	Filing Cabinet, Lateral, 3-Drawer Lateral Filing Cabinet with Anti-tilt Lock Mechanism; with steel handle lock; Dimension (W x D x H): 90cm x 45cm x 106cm.	unit	5	17,770.00	88,850.00
5	Steel Rack, Dimension (W x D x H): 91cm x 44cm x 225cm; Adjustable shelves; Heavy duty; Color: Gray.	unit	20	12,680.00	253,600.00

Total Amount : 872,300.00

Total Amount In Words (Pesos): Eight Hundred Seventy-Two Thousand Three Hundred Pesos and 00/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



MAMA WBA A. Galina 9/30/24
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : *PO 2024-08-8621*

Approved Budget for the Contract : 872,500.00

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.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect.
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.
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE.
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 SEP 30 2024 and to expire on - OCT 30 2024

CONFORME:

MAMA WDA [Signature] Gabuan
SIGNATURE OVER PRINTED NAME
IN THE CAPACITY OF
DATE 9/30/24
Duly authorized to sign this Purchase Order for and on behalf of DEGE 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)