



Republika ng Pilipinas
Lungsod Quezon
PROCUREMENT DEPARTMENT



PO Number **2409047**

Purchase Order Date: **OCT 16 2024**

Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-24-PS2-1123
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-693
Business Type : Sole Proprietorship Registration #5190850	TIN Number : 458-795-401-000
	Contact Number : 09270494147

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
	<ul style="list-style-type: none"> b. Tarpaulin (25 pieces) • Standard Pull-up Banner • Size: 800 mm x 2000 mm / 31.50 inches x 78.74 inches • Print: Full Color 				
	<ul style="list-style-type: none"> c. Tarpaulin (7 pieces) • Size: 6 ft. x 11 ft. • Print: Full Color 				
	<ul style="list-style-type: none"> d. Tarpaulin (8 pieces) • Size: 6 ft. x 3 ft. • Print: Full Color 				
	<ul style="list-style-type: none"> e. Tarpaulin (10 pieces) • Size: 4 ft. x 2 ft. • Print: Full Color 				
21	Table Top Calendar QCU Table Top Calendar <ul style="list-style-type: none"> • Size: 9x6 inches • Desk calendar - Landscape • Standee: Foldcote Cal • 27 Double Loops wire • Print: Full Color • Paper: C2S #160 238gsm • Including sample printing and proof-read copies 	piece	464	250.00	116,000.00
Terms of Payment: Upon request of the supplier every successful delivery, acceptance of the goods delivered and presentation of billing statement.					

Total Amount : 2,443,590.00

Total Amount In Words (Pesos): Two Million Four Hundred Forty-Three Thousand Five Hundred Ninety Pesos and 00/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



Sharmine R. Fernandez

OCT 30, 2024

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : No. 2024-09, 09/16/24

Approved Budget for the Contract : 2,444,560.00



Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-24-PS2-1123
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1	RESEARCH, EXTENSION PLANNING & LINKAGES PROGRAM QCU Research Journal (QCU The LAMP: JOURNAL OF EDUCATION) • Page Size: A4 • No. of Pages: 120 (est.) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color, Glossy • Finish: Soft bound • Including sample printing and proof-read copies	piece	50	2,100.00	105,000.00
2	QCU Research Journal (QCU The GAVEL: JOURNAL OF BUSINESS AND SOCIAL SCIENCES) • Page Size: A4 • No. of Pages: 120 (est.) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color, Glossy • Finish: Soft bound • Including sample printing and proof-read copies	piece	50	2,100.00	105,000.00
3	QCU Research Journal (QCU The STAR: JOURNAL OF SCIENCE, ENGINEERING, AND INFORMATION TECHNOLOGY) • Page Size: A4 • No. of Pages: 120 (est.) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color, Glossy • Finish: Soft bound • Including sample printing and proof-read copies	piece	60	2,100.00	126,000.00
4	QCU Research Monograph 2024 Volume 3, Series 1 • Page Size: A4	piece	40	3,500.00	140,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine R. Fernandez
Sharmine R. Fernandez 10-30-24
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 2,444,560.00

OBR : no. 2404, 09, 09662



Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-24-PS2-1123
Company Name : JOSLOR ENTERPRISES	Mode of Procurement : Public Bidding
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Business Type : Sole Proprietorship Registration #5190850	TIN Number : 458-795-401-000
	Contact Number : 09270494147

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
5	<ul style="list-style-type: none"> No. of Pages: 300 (est.) Paper Inside: Book #60 80gsm Paper Cover: Foldcote #15 250gsm Cover Finish: Matte Lamination Print: Full Color Finish: Saddle Stitch (Staple) Including sample printing and proof-read copies QCU Research Monograph 2024 Volume 3, Series 2	piece	40	3,500.00	140,000.00
6	<ul style="list-style-type: none"> Page Size: A4 No. of Pages: 300 (est.) Paper Inside: Book #60 80gsm Paper Cover: Foldcote #15 250gsm Cover Finish: Matte Lamination Print: Full Color Finish: Saddle Stitch (Staple) Including sample printing and proof-read copies QCU International Conference Proceedings Report	piece	200	700.00	140,000.00
7	<ul style="list-style-type: none"> Page Size: A4 No. of Pages: 80 (est.) Paper Inside: C2S #80 100gsm Paper Cover: C2S #200 300gsm Print: Full Color, Glossy Finish: Soft bound Including sample printing and proof-read copies QCU International Conference Book of Abstracts	piece	200	700.00	140,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine R. Fernandez Oct 30, 2024
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 100-2024-09-09665
Approved Budget for the Contract : 2,444,560.00



Republika ng Pilipinas
Lungsod Quezon
PROCUREMENT DEPARTMENT



PO Number **2409047**

Purchase Order Date: **OCT 16 2024**

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
8	<ul style="list-style-type: none"> Print: Full Color, Glossy Finish: Soft bound Including sample printing and proof-read copies Student Newsletter	piece	1,600	169.00	270,400.00
9	<ul style="list-style-type: none"> Page Size: 8.7 inches x 11.75 inches No. of Pages: 8 - 10 (est.) Paper: C2S #80 100gsm Print: Cover Page-Colored; Inside-Monochromatic, newsprint Full Color, Glossy Including sample printing and proof-read copies Academic/Administrative Newsletter	piece	1,000	169.00	169,000.00
10	<ul style="list-style-type: none"> Page Size: 8.7 inches x 11.75 inches No. of Pages: 8 - 10 (est.) Paper: C2S #80 100gsm Print: Cover Page-Colored; Inside-Monochromatic, newsprint Full Color, Glossy Including sample printing and proof-read copies QCU Research Agenda (Brochure)	piece	200	84.00	16,800.00
11	<ul style="list-style-type: none"> Size: 9.25 inches x 16 inches Print: Full Color 2 Sides Finish: 4-Fold Paper: C2S #100 125gsm QCU Extension Agenda (Brochure)	piece	200	84.00	16,800.00
12	<ul style="list-style-type: none"> Size: 9.25 inches x 16 inches QCU S.M.I.L.E (Brochure)	piece	200	84.00	16,800.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine R. Fernandez *Oct 30, 2024*
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : *mo. 2024, 09, 09665*
Approved Budget for the Contract : 2,444,560.00

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
13	<ul style="list-style-type: none"> Print: Full Color 2 Sides Finish: 4-Fold Paper: C2S #100 125gsm QCU Brochure (Admissions)	piece	2,000	78.00	156,000.00
14	<ul style="list-style-type: none"> Size: 9.25 inches x 16 inches Print: Full Color 2 Sides Finish: 4-Fold Paper: C2S #100 125gsm QCU IP Policy Brochure	piece	200	84.00	16,800.00
15	<ul style="list-style-type: none"> Page Size: Letter-size No. of Pages: 10-20 (est.) Paper Inside: C2S #80 100gsm Paper Cover: C2S #200 300gsm Print: Full Color, Glossy Finish: Soft bound Including sample printing and proof-read copies QCU Catalogue	piece	200	604.00	120,800.00
16	<ul style="list-style-type: none"> Page Size: A4 No. of Pages: 80 (est.) Paper Inside: C2S #80 100gsm Paper Cover: C2S #200 300gsm Print: Full Color, Glossy Finish: Soft bound Including sample printing and proof-read copies QCU Annual Report 2023	piece	200	1,736.00	347,200.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine R. Fernandez
Signature Over Printed Name of Supplier / Date
Oct 20, 2024

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : *NO. 2024-09-09605*
Approved Budget for the Contract : 2,444,560.00



Procuring Unit : QUEZON CITY UNIVERSITY	Project Number : QCU-24-PS2-1123
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	Contact Number : 09270494147

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
17	Posters • Size: A3 • Thickness: 3mm standard • Finish Option: Glossy • Print: Full Color • Material: Sintra board	piece	15	1,866.00	27,990.00
18	Service Learning Manual QCU Service Learning Manual • Page Size: A5 • No. of Pages: 80 (est.) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color, Glossy • Finish: Soft bound • Including sample printing and proof-read copies	piece	50	1,680.00	84,000.00
19	QCU Book of Abstracts – University Research Colloquium QCU PIONEER Book of Abstracts (University Research Colloquium) • Page Size: A4 • No. of Pages: 80 (est.) • Paper Inside: C2S #80 100gsm • Paper Cover: C2S #200 300gsm • Print: Full Color, Glossy • Finish: Soft bound • Including sample printing and proof-read copies	piece	200	700.00	140,000.00
20	Tarpaulin (Various Sizes) a. Tarpaulin (5 pieces) • Size: 6 ft. x 9 ft. • Print: Full Color	lot	1	49,000.00	49,000.00

MA. JOSEFINA G. BELMONTE
City Mayor

Sharmine K. Fernandez Oct 30, 2024
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : *no. 2024-09-09405*

Approved Budget for the Contract : 2,444,560.00

Handwritten signature

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 OCT 30 2024 and to expire on -

DEC 31 2024

CONFORME:

Sharmine R. Fernandez

SIGNATURE OVER PRINTED NAME

Authorized representative

IN THE CAPACITY OF

Oct 30, 2024

DATE

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

Jaslar 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)

Sharmine

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