



Republika ng Pilipinas  
Lungsod Quezon  
PROCUREMENT DEPARTMENT



PO Number **2410138**

Purchase Order Date: NOV 21 2024

Procuring Unit : QUEZON CITY PUBLIC LIBRARY	Project Number : QCPL-24-EMS-1373B
Company Name : TINCHIAH TRADING	Mode of Procurement : Public Bidding
Address : Unit E & F A. Bonifacio Avenue, Gintong Silahis, NS Amoranto, Quezon City	Resolution No. : 24-PB-813
Business Type : Sole Proprietorship Registration #1138972	TIN Number : 181-078-307-000
	Contact Number : 09451403331

**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 :** Thirty (30) Calendar Days

**Payment Term :** Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
2	Headu Flashcards Little Boards Read and Write – 31pcs Recommended for ages 3 years and up, Material: Plastic parts, on one side they see the phonemes and match them to the first letter of the word., on the other, they practice writing, tracing the words using the dry-wipe pen. Color and packaging may vary. EDUCATIONAL TOYS Winfun Lil' Learner Alphabet Backpack Recommended for 3 years and up, Materials: Plastic, Fun phrases, sounds, and melodies, Teaches letters, words, spelling and includes fun finding games, Handy backpack design stores letter tiles and is perfect for take-along learning fun, Requires 3 x AA batteries (Batteries Included)	set	30	3,480.00	104,400.00

**Total Amount : 250,285.00**

Total Amount In Words (Pesos): Two Hundred Fifty Thousand Two Hundred Eighty-Five Pesos and 00/100 Only

**MA. JOSEFINA G. BELMONTE**  
City Mayor



*[Signature]* 11/22/24  
**MA. RACEL D. APERACION**  
Signature Over Printed Name of Supplier / Date

Funds Available:

**RUBY G. MANANGU**  
City Accountant

OBR : 100 - 2024 - 11 - 11516

Approved Budget for the Contract : 251,789.00

**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 NOV 22 2024 and to expire on -

CONFORME: MANUEL D. APELADO  
 SIGNATURE OVER PRINTED NAME

PROPRIETRES  
TINCHIAH TRADING  
 IN THE CAPACITY OF

11/27/24  
 DATE

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

*Handwritten initials/signature*



Procuring Unit : QUEZON CITY PUBLIC LIBRARY	Project Number : QCPL-24-EMS-1373B
Company Name : TINCHIYAH TRADING	Mode of Procurement : Public Bidding
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	<p>EDUCATIONAL BOARD GAMES</p> <p>Wooden Damath Big – 12pcs Weight: 0.54kg, Length: 26cm, Width:18 cm, Height: 4cm</p> <p>Wooden Chess Board – 13pcs Weight: 0.54kg, Length: 27cm, Width: 4cm, Height: 13cm</p> <p>Wooden Crossword Game – 14pcs Word for word Board Game ordinary with wooden tiles, Weight: 0.78kg, Length: 37cm, Width: 4cm, Height: 18cm</p> <p>Word Factory Board Game – 13pcs Recommended for ages 7 and up, Material: Plastic, a word game guaranteed to make you eat words, think words, and dream words in just a few games!</p> <p>Frank Play Pack 5-In-1 Puzzle and Board Game – 35pcs Recommended for ages 5 years and up, Material: Board, includes 2 games, 30-piece coloring puzzle, 30-piece jigsaw puzzle, and 40-piece jigsaw puzzle, with 1 box of crayons, Features The Ugly Duckling, Hansel &amp; Gretel, Coloring Puzzle, Snakes &amp; Ladders, and Pottering Adventure Race Game.</p> <p>Hasbro Gaming Monopoly UK Version Classic Board Game – 32pcs Recommended for ages 8 and up, made for 2 to 8 players, Includes game board, 8 Tokens, Title Deed Cards, 16 Chance Cards, 16 Community Chest Cards, 32 Houses, 12 Hotels, 2 Dice, Money Pack, and Game Guide</p>	lot	1	145,885.00	145,885.00

**MA. JOSEFINA G. BELMONTE**  
City Mayor

*MARICEL D. APELA CU* 11/22/24  
Signature Over Printed Name of Supplier / Date

**Funds Available:**

**RUBY G. MANANGU**  
City Accountant

OBR : 100 - 2024 - 11 - 11516

Approved Budget for the Contract : 251,789.00

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CONFORME:

MARICEL D. APERACIN  
SIGNATURE OVER PRINTED NAME

PROPRIETRESS  
IN THE CAPACITY OF

11/22/24  
DATE

Duly authorized to sign this Purchase Order for and on behalf of TINOHYAH 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. \_\_\_\_\_  
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