



Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **2411218**

Purchase Order Date: **DEC 27 2024**

Procuring Unit	: QUEZON CITY UNIVERSITY	Project Number	: QCU-24-AMS-1705
Company Name	: HEAVENSKYE CONSUMER GOODS TRADING	Mode of Procurement	: Public Bidding
Address	: 5 Maple St. cor. Makiling St., Hacienda Heights Concepcion II, Marikina City	Resolution No.	: 24-PB-946
Business Type	: Sole Proprietorship Registration #2894924	TIN Number	: 242-849-263-000
		Contact Number	: 09175462688

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 issuance of Notice to Proceed until December 31, 2025
Payment Term :	Credit		

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	PREVENTIVE MAINTENANCE SERVICE (PMS) OF QCU AIRCONDITION UNITS (THREE (3) TIMES/YEAR) A. Tech-Voc Building - LG & Samsung • 7 Units Wall Mounted Indoor • 3 Units Wall Mounted Outdoor • 1 Unit Floor Mounted Indoor • 1 Unit Floor Mounted Outdoor • 12 Units Ceiling Cassette Indoor • 4 Units Ceiling Cassette Outdoor VRF B. Metal Casting Building - Carrier, LG & Kolin • 1 Unit Wall Mounted Indoor • 1 Unit Wall Mounted Outdoor • 4 Units Floor Mounted Indoor • 4 Units Floor Mounted Outdoor C. Administration Building – Koppel • 1 Unit Wall Mounted Indoor • 1 Unit Wall Mounted Outdoor • 33 Units Ceiling Cassette Indoor • 6 Units Ceiling Cassette Outdoor VRF D. Bautista Building – Mitsubishi • 1 Unit Wall Mounted Indoor • 59 Units Ceiling Cassette Indoor	lot	1	1,620,000.00	1,620,000.00

Obligation Request :	TRUST FUND Trust Liabilities (SA-GF) 107-2124-12-160
Approved Budget for the Contract :	1,620,030.00 VRIPASJ - (21201050-01-07-025)
Funds Available:	
	JEFFREY DE LUNA DEC 27, 24 Signature Over Printed Name Supplier / Date
	RUBY G. MANANGU City Accountant



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	<ul style="list-style-type: none">• 56 Units Ceiling Cassette Outdoor ✓• 2 Units Concealed Ducted Indoor 18Hp ✓• 2 Units Concealed Ducted Outdoor 18Hp ✓• 3 Units Concealed Ducted Indoor 14Hp ✓• 2 Units Concealed Ducted Outdoor 14Hp ✓ E. Belmonte Building <ul style="list-style-type: none">• 14 Units Floor Mounted Indoor ✓• 14 Units Floor Mounted Outdoor ✓ F. San Francisco Campus - Koppel & LG <ul style="list-style-type: none">• 4 Units Floor Mounted Indoor ✓• 4 Units Floor Mounted Outdoor ✓ G. Batasan Campus – LG <ul style="list-style-type: none">• 6 Units Floor Mounted Indoor ✓• 6 Units Floor Mounted Outdoor ✓ Scope of Work <ul style="list-style-type: none">1) General cleaning and check-up of units2) Cleaning of air filters3) Cleaning of evaporator and condenser coils with the application of coil cleaner4) Cleaning of air louvers and grilles5) Cleaning of housing (inside and outside)6) Dismantling and cleaning of blower assembly				

Obligation Request :	TRUST FUND (SALUT) 101- 2024 02- 140 IMPAST (2020/10- 07 07 023)	 JEFFREY DE LEON Signature Over Printed Name Supplier Date
Approved Budget for the Contract :	1,620,030.00	
Funds Available:		
RUBY G. MANANGU City Accountant		



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Delivery Schedule :

Upon issuance of Notice to Proceed until December 31, 2025

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	7) Cleaning and lubrication of blower motor and fan motor 8) Cleaning of PCB module and controls from dust using air blower, brush and cleaning application of contact cleaner 9) Cleaning and de-clogging of drain pans, hose and pipelines 10) Cleaning of condenser fan blade 11) Cleaning of control terminal, contactor, and breaker panel from dust using air blower, brush and cleaning application of contact cleaner 12) Check the current and operating parameters, adjust for correction if necessary 13) Restored frayed, damage unit's panel and pipe insulation 14) Retighten all electrical terminals 15) Submission of complete technical report with recommendations if needed Inclusion • Mobilization/Demobilization Fee • Check-up Fee • Provision of all necessary tools and equipment needed (hand tools, cleaning equipment and related instrument) Terms of Reference 1) Schedule of Delivery 1st PMS - within 15 calendar days upon issuance of NTP 2nd PMS - 4 months after the 1st PMS 3rd PMS - 4 months after the 2nd PMS 2) The payment for the services rendered shall be made every successful delivery/ completion of the services and submission of				

Obligation Request :

Trust Liabilities
TRUST FUND 1/1- 2024- 12- 160
IMPAST - (2020 PMSD - 01- 07- 025)

Approved Budget for the Contract : 1,620,030.00

Funds Available:

Signature Over Printed Name
Supplier / Date

RUBY G. MANANGU
City Accountant



Republic of the Philippines
QUEZON CITY GOVERNMENT



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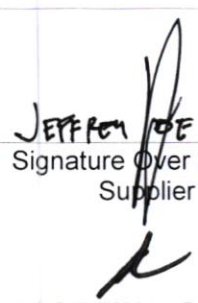

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Please furnish this office the following articles subject to the terms and conditions contained here:

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Payment Term :	Credit		

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Service Report, subject to full compliance to the Procurement Law (RA 9184) and auditing rules and regulations. 3) Failure to deliver the services according to the standards and requirements set by the City Government shall constitute an offense and shall subject the Contractor/Service provider to penalties and/or liquidated damages pursuant to RA 9184 and its revised implementing rules and regulations. 4) The guidelines contained in RA 9184 and its revised implementing rules and regulations shall be followed in the termination of any service contract. In the event the City Government terminated the contract due to default, insolvency, or for any cause, it may enter into negotiated procurement pursuant to Section 53(d) of RA 9184 and its IRR.				

Total Amount : 1,620,000.00

Total Amount In Words (Pesos): One Million Six Hundred Twenty Thousand Pesos and 00/100 Only

Obligation Request :	TRUST FUND (SA-GF) 101-2024-12-160 UMIPAST - (20201050-01-07-023)	 JEFFREY DE BEN 702 27, 24 Signature Over Printed Name Supplier / Date
Approved Budget for the Contract :	1,620,030.00	
Funds Available:	 RUBY G. MANANGU City Accountant	MA. JOSEFINA G. BELMONTE City Mayor

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 JAN 01 2025 and to expire on - DEC 31 2025

CONFORME:

SIGNATURE OVER PRINTED NAME

IN THE CAPACITY OF

DATE

Duly authorized to sign this Purchase Order for and on behalf of HEAVEN SKR CONSULTING GOOD 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)