



Republic of the Philippines  
QUEZON CITY GOVERNMENT



PO Number **2411309**

Purchase Order Date: **DEC 17 2024**

Procuring Unit : OFFICE OF THE CITY MAYOR	Project Number : OCM-24-AAS2-1646
Company Name : KDPJ ENTERPRISES	Mode of Procurement : Public Bidding
Address : Unit 2B 282 Licaros Building, Tomas Morato Ave. Brgy. Sacred Heart, Quezon City	Resolution No. : 24-PB-1008
Business Type : Sole Proprietorship Registration #5557042	TIN Number : 244-832-053-000
	Contact Number : 0917-158-4671

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 : Sixty (60) Calendar Days  
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	MODULAR PARTITION Expanded Polystyrene Wall Panels size: 2 feet x 8 feet x 100mm thk	sq.m.	6	3,400.00	20,400.00
2	Steel Door, Rollup Type (2.15m x 3.5m) Aluminum steel alloy, powder coated with complete Accessories	set	1	36,200.00	36,200.00
3	Airconditioning System (Split-Type) - Samsung AR12TYHYEWKNTC FCU - Wall Mounted Split Type Airconditioning Unit, Inverter Type, 1.5 hp, 3.06 KW (11,620 KJ/h) Cooling Capacity, 1120 cfm, 750 W, 230/1/60, 6.35mm (¼ inch) Ø L, 9.52mm (3/8 inch) Ø G, with accessories and supports Inclusions: 1. Refrigerant Pipe System (Roughing-Ins): 65 l.m. - 6.35mm Ø Copper Coil Tubing, 65 l.m. - 9.52mm Ø Copper Coil Tubing 2. Refrigerant Pipe System (Insulations): 65 l.m. - 6.35mm Ø x 20mm thick Rubber Foam Insulation, 65 l.m. - 9.52mm Ø x 20mm thick Rubber Foam Insulation 3. Condensate Water Drainage System (Roughing-Ins): 3 pieces - 20mm Ø X 3m uPVC Pipe, 2 pieces - 20mm Ø uPVC Elbow 4. Condensate Water Drainage System (Insulations): 4 pieces - 20mm Ø x 12mm Thick Rubber Foam Insulation	set	4	263,000.00	1,052,000.00

Total Amount : **1,108,600.00**

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

Obligation Request : **no. 2024-21340**

Approved Budget for the Contract : 1,199,704.96

Funds Available:

**RUBY G. MANANGU**  
City Accountant



**RAVEN JOY T. KOCAB** December 27, 2024  
Signature Over Printed Name  
Supplier / Date

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

TERMS AND CONDITIONS

- 1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITH'N 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 DEC 27 2024 and to expire on - FEB 25 2025.

CONFORME:

Signature of Joy T. Acas over printed name RAVEN JOY T. ACAS

AUTHORIZED REPRESENTATIVE IN THE CAPACITY OF

December 27, 2024 DATE

Duly authorized to sign this Purchase Order for and on behalf of KOP1 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)