



Republic of the Philippines
QUEZON CITY GOVERNMENT



BAGONG PILIPINAS

PO Number **GS-2502015**

Purchase Order Date: **FEB 27 2025**

Procuring Unit : GENDER AND DEVELOPMENT COUNCIL OFFICE
 Project Number : GADCO-25-EM-0240
 Company Name : SKAIWEL TRADING AND SOLUTIONS INC., JOINT VENTURE WITH LXS TRADING
 Mode of Procurement : Public Bidding
 Address : 2909 Suntrust Capitol Plaza, Matalino St., Brgy. Central, Quezon City
 Resolution No. : 25-GSPB-039
 TIN : 604-792-154-000/238-643-432-000
 Business Type : Corporation Registration No. 2021120036840-05 / Sole Proprietorship No. 1441303
 Contact Number : 09164135047

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 April 30, 2025
 Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>district eliminations and the grand finals, with a focus on seamless coordination of judging, tabulation, and program flow.</p> <p>3. Technical and Logistical Support</p> <ul style="list-style-type: none"> • Audio-visual production, including sound systems, lighting, and video coverage for all events. • Provision of skilled manpower for event execution, including ushers, coordinators, and technical teams. <p>***with attached Terms of Reference which will form an integral part of this Purchase Order***</p>				

Total Amount : ***9,975,000.00**

Total Amount In Words (Pesos): Nine Million Nine Hundred Seventy-Five Thousand Pesos and 00/100 Only.

Obligation Request : *NO-2025-OR-01279*

Approved Budget for the Contract : 10,000,000.00

Funds Available:

RUBY G. MANANGU
City Accountant



MA. JOSEFINA G. BELMONTE
City Mayor

RENIEL D. SOLIS
Signature Over Printed Name
Supplier / Date

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 FEB 28 2025 and to expire on -

CONFORME:

RENISE D. SOLIS
SIGNATURE OVER PRINTED NAME

President

IN THE CAPACITY OF

2-28-2025
DATE

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

Skawun Trading & Solutions Inc.
SKAWUN TRADING & SOLUTIONS INC.
COMPANY NAME

SUBSCRIBED AND SWORN to before me this

28 FEB 2025 day of

QUEZON CITY

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 WMID ID with his/her photograph and signature appearing thereon with No. CRN-0033-9147274-2.

ATTY. RIZAL JOSE F. VALMORES
NOTARY PUBLIC
UNTIL DECEMBER 31, 2026
ADM MATTER NO. 003
PTR NO. 7016197 / 01-02-2025 / Q.C.
IBP NO. 472850 / 10-23-2024 / Q.C.
ROLL NO. 28435

Doc. No. 452
Page No. 92
Book No. XVI
Series of 2025

***This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)

Add. #473 Boni Serrano Road, Barangay San Roque, Murphy Quezon City



Procuring Unit : GENDER AND DEVELOPMENT COUNCIL OFFICE	Project Number : GADCO-25-EM-0240
Company Name : SKAIWEL TRADING AND SOLUTIONS INC., JOINT VENTURE WITH LXS TRADING	Mode of Procurement : Public Bidding
Address : 2909 Suntrust Capitol Plaza, Matalino St., Brgy. Central, Quezon City	Resolution No. : 25-GSPB-039
Business Type : Corporation Registration No. 2021120036840-05 / Sole Proprietorship No. 1441303	TIN : 604-792-154-000/238-643-432-000
	Contact Number : 09164135047

Sir/Madam:

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

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>feature keynote speakers, panel discussions, and interactive workshops for 300 attendees.</p> <p>4. Kababaihan Dance Contest - A city-wide dance competition celebrating the creativity and talent of women and LGBTQIA+ performers. This event will include:</p> <ul style="list-style-type: none"> • District eliminations at six designated venues. • A grand final on the same day at Risen Garden, Quezon City Hall. • Entertainment, production, and technical coordination with a team of 21 judges, tabulators, hosts, and production staff <p>SCOPE OF WORK</p> <p>The scope of work for this project includes event management, coordination, and execution of the following services:</p> <ol style="list-style-type: none"> 1. Design, Concept, Management, and Execution <ul style="list-style-type: none"> • Comprehensive stage design, photo walls, and decorations tailored to the Women's Month theme. • Installation of event elements at Quezon City Hall's Risen Garden, Pathwalk, and Tomas Morato. 2. Event Management and Coordination <ul style="list-style-type: none"> • Coordination of the Kababaihan Festival in March, including street games, creative activities, and fitness programs. • Execution of the Women's Month kick-off event at Risen Garden, featuring installations and activities carried over from the Tomas Morato festival. • Full execution of the We Think Green - Women in Climate Action Summit, including: <ul style="list-style-type: none"> - Stage and venue design. - Catering services. - Program hosting and technical support. • Execution of the Kababaihan Dance Contest, including logistics for 				

Obligation Request : *no. 2025-02-01279*

Approved Budget for the Contract : 10,000,000.00

Funds Available:

2-28-2025
RENIEL D. SOLIS
 Signature Over Printed Name
 Supplier / Date

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RUBY G. MANANGU
 City Accountant

TERMS AND CONDITIONS

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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.
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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 _____ and to expire on -

FEB 28 2025

APR 30 2025

CONFORME:

REMEL D. SOLIS

SIGNATURE OVER PRINTED NAME

President

IN THE CAPACITY OF

2-28-2025

DATE

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

SKAWEL TRADING & SERVICES INC. JV
with CCS 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)**

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Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2502015**

Purchase Order Date: **FEB 27 2025**

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1	<p>WOMEN'S MONTH CELEBRATION 2025</p> <p>Quezon City has always been at the forefront of progressive governance, advocating for inclusivity and equality for all. In celebration of Women's Month 2025, the city aims to emphasize the vital roles of women and the LGBTQIA+ community in shaping a vibrant and equitable society. This year's theme highlights the empowerment of these groups by promoting their visibility, asserting their rights, and fostering a culture of inclusivity through a series of dynamic and community-centric activities.</p> <p>Women's Month 2025 will feature a diverse range of activities designed to empower women and the LGBTQIA+ community, promote inclusivity, and celebrate achievements.</p> <p>Key events include:</p> <ol style="list-style-type: none"> Kababaihan Festival: Ibalik ang Saya sa Kalsada! - A vibrant street festival celebrating women's reclaiming of public spaces with activities such as: <ul style="list-style-type: none"> Physical Activities: Zumba, yoga, and other fitness programs. Sports: Volleyball, darts, tennis, chess, and more. Street Games: Sack race, piko, hula hoop contests, and other traditional games. Creative Spaces: Reading areas, coloring book stations, and chalk art corners for children and families. Cycle of Care: Promoting Menstrual Health and Well-being - A seminar aimed at raising awareness about menstrual health, hygiene practices, and the significance of accessible resources for all. We Think Green - Women in Climate Action Summit - A summit highlighting women's roles in combating climate change through innovative practices and community engagement. This event will 	Lot	1	9,975,000.00	9,975,000.00

Obligation Request : *100-2025-12-0279*

Approved Budget for the Contract : 10,000,000.00

Funds Available:

RENIEL D. SOLIS
Signature Over Printed Name
Supplier / Date
2-28-2025

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RUBY G. MANANGU
City Accountant

TERMS AND CONDITIONS

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15. This contract shall also serve as **Notice to Proceed**, to take effect on FEB 28 2025 and to expire on - APR 30 2025.

CONFORME:

REMIEL D. SOLIS

SIGNATURE OVER PRINTED NAME

President

IN THE CAPACITY OF

2-28-2025

DATE

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

Skawel Trading & Solution Inc.-JV
WITH LVS 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 _____

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