



Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number

GS-2506009

Purchase Order Date: JUN 16 2025

Procuring Unit	: DEPARTMENT OF BUILDING OFFICIAL	Project Number	: DBO-25-EM-0639B
Company Name	: HEAVENSKYE CONSUMER GOODS TRADING	Mode of Procurement	: Public Bidding
Address	: 25-B Makiling St. Hacienda Heights Concepcion II, Marikina City	Resolution No.	: 25-GSBP-244
Business Type	: Sole Proprietorship Registration No. 2894924	TIN	: 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	: Fifteen (15) Calendar Days
Payment Term	: Credit		

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Drink, Provision of Water in Water Dispenser Packed Lunch Beef Caldereta, Steamed Vegetables, Rice, Fresh Fruits, Healthy Juice Drink, Provision of Water in Water Dispenser PM Snacks Ensaymada, Healthy Juice Drink, Provision of Water in Water Dispenser Event Kits: Pen; Black; 0.5mm Writing Pad 50 Leaves; (size: 148mm x 210mm) Customized Certificate of Attendance (legal size, special paper, 90gsm) with print Plastic Certificate Holder (legal size 216mm x 330mm) Photo Wall Tarpaulin (with design layout up to 3 times draft) 12ft. x 8ft., with print Plaque (size: 5.25 inches x 8 inches, materials: acrylic with design layout and print up to 3 times draft) *** Terms of Reference shall be integral part of Purchase Order ***				

Total Amount : 612,000.00

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

Obligation Request : 920-2025-06-143
(25060010-03-02-001)
Approved Budget for the Contract : 612,250.00

Funds Available:

RUBY G. MANANGU
City Accountant



JEFFREY DE BELMONT 6-16-25
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 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 JUN 16 2025 and to expire on - JUL 01 2025.

CONFORME:

JEFFREY DE LEON

SIGNATURE OVER PRINTED NAME

PROPRIETOR

IN THE CAPACITY OF

6-16-25

DATE

Duly authorized to sign this Purchase Order for and on behalf of HEAVEN SCYF CAPITAL GOODS 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)



Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2506009**

Purchase Order Date: **JUN 16 2025**

Procuring Unit	: DEPARTMENT OF BUILDING OFFICIAL	Project Number	: DBO-25-EM-0639B
Company Name	: HEAVENSKYE CONSUMER GOODS TRADING	Mode of Procurement	: Public Bidding
Address	: 25-B Makiling St. Hacienda Heights Concepcion II, Marikina City	Resolution No.	: 25-GSBP-244
Business Type	: Sole Proprietorship Registration No. 2894924	TIN	: 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 : Fifteen (15) Calendar Days
Payment Term : Credit

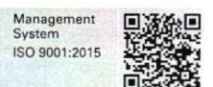
Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	management of the guest list, including invitations, RSVPs, and special accommodations. Event Coordination • Logistics: Oversee all logistical aspects, including setup, breakdown, and on-site management. Staffing; Coordinate with and manage event staff, including volunteers, ushers, and security. • On-Site Coordination: Serve as the primary point of contact on the day of the event, ensuring all elements run smoothly. • Problem Solving: Address and resolve any issues that arise during the event. • Guest Services: Manage guest services, including registration, information desks, and any special needs. • Catering Services: Manage food preparation, coordinating with venue staff, and ensuring timely food service. Inclusion: Event Planning and Event Coordination Services Documentation (Photographer and Videographer with Same Day Edit) Food: AM Snacks Egg Sandwich, Lettuce, Green Olives, Cheese, Healthy Juice				

Obligation Request : 420-2125-06-143
(202400000-06-12-001)
Approved Budget for the Contract : 612,250.00

Funds Available:

Signature Over Printed Name
Supplier / Date

RUBY G. MANANGU
City Accountant



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ID 900033413
QCG.PD.DMD.F.04

TERMS AND CONDITIONS

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
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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.
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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 JUN 16 2025 and to expire on - JUL 01 2025.

CONFORME:

JEFFREY DE LEON
SIGNATURE OVER PRINTED NAME

PROPRITOR
IN THE CAPACITY OF

6-16-25
DATE

Duly authorized to sign this Purchase Order for and on behalf of HEAVENLY CONSUMER GOODS 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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Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2506009**

Purchase Order Date: **JUN 16 2025**

Procuring Unit : DEPARTMENT OF BUILDING OFFICIAL
Company Name : HEAVENSKYE CONSUMER GOODS TRADING
Address : 25-B Makiling St. Hacienda Heights Concepcion II, Marikina City
Business Type : Sole Proprietorship Registration No. 2894924
Project Number : DBO-25-EM-0639B
Mode of Procurement : Public Bidding
Resolution No. : 25-GSBP-244
TIN : 242-849-263-000
Contact Number : 09175462688

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	<p>EVENT PLANNING AND COORDINATION SERVICES FOR SYMPOSIUM-</p> <p>Scope of Work</p> <p>The Event Coordinator will be responsible for the following tasks:</p> <p>Pre-Event Planning</p> <ul style="list-style-type: none">• Event Conceptualization: Collaborate with the client to define the event's objectives, theme, and target audience. The Event Coordinator shall coordinate with the client before the event as part of the event planning and concept creation.• The coordination, before the event in order to provide the client with the assistance and coordination necessary to have a concrete plan for the event, inclusive of running for errands or coordination with the suppliers.• This also includes the drafting of the event Program that aligns with the event theme, subject to the approval of the client.• Venue Set up: To assist the client in creating the event set up that aligns with the event Program, event theme and available event suppliers.• Supplier/Vendor Management: Source, negotiate with, and coordinate vendors, including catering, audiovisual, decor, and entertainment.• Event Timeline: Create a detailed event timeline and checklist, including deadlines for each task.• Guest List Management: Assist with the creation and	lot	1	612,000.00	612,000.00

Obligation Request : *710-2025-06-143*
(2020/10/10-17-12.001)
Approved Budget for the Contract : 612,250.00

Funds Available:

JEFFREY DE LOY 6-16-25
Signature Over Printed Name
Supplier / Date

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RUBY G. MANANGU
City Accountant



Management System
ISO 9001:2015



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TERMS AND CONDITIONS

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CONFORME:

JEFFREY DE LEON
SIGNATURE OVER PRINTED NAME

PROPRIO
IN THE CAPACITY OF

6-16-25
DATE

Duly authorized to sign this Purchase Order for and on behalf of HEAVENLY CASHIER CLOTHES 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. _____.

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