



Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2506089**

Purchase Order Date: **AUG 04 2025**

Procuring Unit : OFFICE OF THE CITY MAYOR	Project Number : OCM-25-GM-0638
Company Name : MILSEB TRADING & GEN. MERCHANDISE	Mode of Procurement : Public Bidding
Address : Misemasi Square, Gov. Halili Ave., Brgy. Muzon, District 1, San Jose Del Monte City	Resolution No. : 25-GSPB-308
Business Type : Sole Proprietorship Registration No. 3466117	TIN : 224-050-823-000
	Contact Number : 09395879906

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

Place of Delivery : CGSD Central Warehouse **Delivery Schedule :** Thirty (30) Calendar Days
Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Foldable Hand Carry Mat Material: Polythene Size: 2 meters x 60 inches Color: Navy Blue, with red lining With Colored print Quezon City Logo	piece	10,000	544.00	5,440,000.00

Total Amount : 5,440,000.00

Total Amount In Words (Pesos): Five Million Four Hundred Forty Thousand Pesos and 00/100 Only

Obligation Request : 100-21025-A-07459

Approved Budget for the Contract : 5,449,800.00

Funds Available:

RUBY G. MANANGU
City Accountant



Corrmenita Perez / 8-18-25
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.
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within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE.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 AUG 18 2025 and to expire on -

CONFORME:

Carmecita Perez
SIGNATURE OVER PRINTED NAME

Authorized Rep.
IN THE CAPACITY OF

8-18-25
DATE

Duly authorized to sign this Purchase Order for and on behalf of Nilseb Trading & Gen. Indee.

SUBSCRIBED AND SWORN to before me this AUG 18 2025 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 TIN I.D with his/her photograph and signature appearing thereon with No. 267-268-206-008.

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ATTY. ROVIL D. VILLANUEVA
NOTARY PUBLIC
UNTIL DECEMBER 31, 2025
Roll No. 91793
PTR No. 6986181 / 01-06-25/Q.C.
IBP No. 499636 / 1-06-25/Q.C.

***This Purchase Order shall be deemed invalid without Notary Seal for project amounting to P=2,500,000.00 and above only)