Republic of the Philippines
QUEZON CITY GOVERNMENT

BAGONG PILIPINAS

PO Number **GS-2509093**

Purchase Order Date: OCT 0 2 2025

Procuring Unit	: HUMAN RESOURCE MANAGEMENT DEPARTMENT	Project Number	:HRMD-25-CS1-1037
Company Name	: IJM ENTERPRISES AND SERVICES INC.	Mode of Procurement	:Public Bidding
Address	: 39 Peso St., Phase 8 North Fairview, Quezon City	Resolution No.	:25-GSPB-503
Business Type	: Corporation Registration No. CS201011617	TIN	:007-826-193-00000
		Contact Number	:09088110807

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 December 31, 2025

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	Various HRMD Trainings/Seminars/ Onboarding/ Meetings for F.Y. 2025 (Includes meals, snacks, training supplies and materials) Food and Drinks A.M. Snack/ P.M. Snack (Good for 3,000 pax) Choices of pasta or sandwich or burger, side dish (e.g. scalloped potatoes, glazed carrots, macaroni salad, coleslaw, French fries, hash brown, macaroni soup, pumpkin soup, mushroom soup, crab and corn soup, chicken soup, dinner rolls/bread, garlic bread, toasted bread/butter, green salad, baked beans, assorted fruits, seasonal fresh fruit, mashed potatoes, potato salad, sautéed mushrooms, cucumber's with pill, fruit salad), and drink (gallon of water/ unsweetened coffee/ fresh fruit juices Lunch (Good for 1,500 pax) Choices of beef or pork or chicken or fish dish, vegetable dish (e.g. sautéed pechay, tokwa with pechay, sautéed French beans, cauliflower, broccoli with beef, sautéed coleslaw, roasted asparagus, baked beans, corn and carrots, roasted cauliflower, sautéed mixed vegetable, steamed broccoli with mushroom, ginataang sitaw at kalabasa, sautéed togue), steamed rice, dessert (e.g. apple pie, brownies, muffin, assorted cake slices, cupcake (chocolate, vanilla), muffin, banana bread, pudding, chocolate chip cookies, cheese cake, waffle, egg pie, tarts, chocolate mousse, pecan pie), and drink (gallon of water/unsweetened coffee/ fresh fruit juices)	Lot	1	1,566,000.00	1,566,000.00

Obligation Request : 100-2025-09-10522

Approved Budget for the Contract : 1,566,074.80

Funds Available:

maria lourdes leonor B. Holleko
Signature Over Printed Name
Supplier / Date 10/7/25

RUBY G. MANANGU
City Accountant

TÜVRheinland CERTIFIED
Management System ISO 9001:2015
www.tuv.com ID 9000033413

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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Training Materials Kitchen Towel, interfolded, 3 pcs/pack x 1 ply x 120 pulls Laid paper, legal size, 100 gsm, color: white, packaging size: 20 sheets per pack Laid paper, letter size, 100 gsm, color: white, packaging size: 20 sheets per pack Ballpen, 0.5mm, black Tape, masking, 12mm x 20m Tape, masking, 18mm x 20m Tape, transparent, 12mm x 20m Clicker, wireless with green laser pointer and LCD display, laser class: class 2 laser, max output: less than 1 m W, wave length: 522 ~ 542 nm (green light), battery type: 2 AAA batteries, battery life (Laser Pointer): 20-hour maximum, battery life (Presenter): 1050–hour maximum, wireless technology: 2.4 GHz wireless technology, operating distance: approx. 30m³ Trashbags, clear, size medium (22 x 24), 100 pcs per pack; heavy duty Trashbags, clear, size XL (30 x 37), 100 pcs per pack, heavy duty Trashbags, clear, size XXL (37 x 40), 100 pcs per pack, heavy duty Rubber Band, big, 350 gms, dimension 8 x 8 x 20 cm, size: stationery no. 18, best quality Paper Clip, vinyl, assorted, size: 33mm, 100 pcs per box Air Freshener, wild lavender 320 ml Dishwashing Liquid, concentrate, Antibac/Lemon/Calamansi, 475ml Spin Mop & Spin Dry Bucket, w/ 1 microfiber mop head set large				

Obligation Request : 100-2025-09-10522

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RUBY G. MANANGU
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	original spin mop, adjustable, rotatable, with handle, sturdy, water absorbent Powder Detergent, purple blooms, 65G, 36 sachets per bundle Liquid Bleach, color safe blossom fresh with oxygen bleach 900ml Deodorizer, lemon with holder 100g Insecticide, multi-insect killer 600ml Mug Stand, made of bamboo, which is an easy-care, durable, natural material Organic Cocoa Powder, net wt. 12 oz. 340g, USDA organic, no sugar added, naturally occurring polyphenols, non-alkalized, non-GMO project verified, kosher, certified organic by QAI, vegan, gluten free Drainage plate bowl rack organizer, kitchen rack countertop organizer dry shelves storage shelf kitchen organizer, third layers (large): 64cm L x 23.5cm W x 61cm H, color: black, material: carbon steel, assembled: yes Training Box Set (polo shirt, umbrella, cap) with mailer box (a)Polo shirt, cotton, color: black, various sizes, with print DTF (b)Umbrella, color: black, with 1 side logo panel colored print – DTF print (c)Cap, baseball cap/adjustable at the back – DTF print, color: black (d)Mailer box, logo print: DTF				
			Total Amount :		1,566,000.00

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

Obligation Request : 100-2025-09-10522

Approved Budget for the Contract : 1,566,074.80

Funds Available:

RUBY G. MANANGU
City Accountant

02987367

maria lourdes leonor B. Holtero
Signature Over Printed Name
Supplier / Date 10/3/25

MA. JOSEFINA G. BELMONTE
City Mayor

TÜVRheinland CERTIFIED
Management System ISO 9001:2015
www.tuv.com ID 9000033413

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 OCT 03 2025 and to expire on - DEC 31 2025.

CONFORME:

Maria Lourdes Leonor B. Hollero	Corporate Secretary	10/3/25
SIGNATURE OVER PRINTED NAME	IN THE CAPACITY OF	DATE

Duly authorized to sign this Purchase Order for and on behalf of WM Enterprises and Services Inc.
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)***