DEPARTMENT OF ENERGY
Energy Center, Rizal Drive cor. 34th St.,
Bonifacio Global City, Taguig

QUINTUPLICATE

PMD-QF-17
27 October 2023
Rev. 2

PURCHASE ORDER

PR No. 01-0151-2024-05-0259

Supplier : G. UY GENERAL MERCHANDISE
Address : 102 Ligaya Street, 7th Avenue, Barangay 122, District 2, Caloocan City
TIN :

P.O. No. : 2024-08-281
Date : 14-Aug-2024
Mode of Procurement : AMP 53.9
Reso No. 343 s. 2024

Gentlemen: MS. GELSEY MAGNE V. UY| 0995 0082 777

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DEPARTMENT OF ENERGY, Energy Center, Rizal Dr., BGC, Taguig City
G.H. Ansay (ERDB-PRDD)
Date of Delivery :

Delivery Term : Thirty (30) days upon receipt of Purchase Order
Payment Term : Payment will be processed within 30 days upon completion of services, submission of all required documents, & issuance of certificate of acceptance from the end-user. Payment is through LDDAP-ADA subject to government budgeting, accounting and auditing rules.

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		SUPPLY AND DELIVERY OF OFFICE SUPPLIES UNDER PCECP CY2024			
	pcs	Self-Adhesive Velcro Tape, Black, 25mm, 1m	8	102.00	₱ 816.00
	pcs	Self-Adhesive Velcro Tape, White, 25mm, 1m	8	102.00	₱ 816.00
	pcs	Self-Adhesive Velcro Tape, Black, 50mm, 1m	8	156.00	₱ 1,248.00
	pcs	Self-Adhesive Velcro Tape, White, 50mm, 1m	8	156.00	₱ 1,248.00
	pcs	Plastic Storage Box, 50-L (15 pcs)	10	592.35	₱ 5,923.50
	pcs	Electrical Extension Cord, 4 sockets, 1.80 meters	5	1,410.00	₱ 7,050.00
	pcs	Electrical Extension Cord, 6 sockets, 1.80 meters	5	1,615.00	₱ 8,075.00
	pcs	Universal Electrical Extension Wheel, 15m	1	2,550.85	₱ 2,550.85
	pcs	Universal Plug Adaptor	20	107.40	₱ 2,148.00
	pcs	Business Card Holder, 600 cards	7	822.00	₱ 5,754.00
	pcs	Corkboard Wooden Frame, 2ft x 3ft	3	1,007.50	₱ 3,022.50
	packs	Sign Here Flags, 50 index per tab	12	175.00	₱ 2,100.00
	packs	Sticker Flags, 5 colors, 100 flags per pack	10	45.75	₱ 457.50
	reams	Paper, Multicopy, A4, 80gsm	180	327.25	₱ 58,905.00
	pcs	Plastic Expanding Envelope w/ Handle and Push Lock, Legal	10	97.65	₱ 976.50
	pcs	Clipboard, A4	20	55.45	₱ 1,109.00
	pcs	Metal Desk Organizer, 4 layers	5	590.00	₱ 2,950.00
	pcs	Metal Letter Tray, 4 layers	5	590.70	₱ 2,953.50
				Sub-total	₱108,103.35
		Other Terms and General Conditions: - as stated in the Request for Quotation (RFQ--01-0151-2024-05-0259-0706-0095) **Subject to deduction of allowed government taxes on total*			

(Total Amount in Words)

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the underdelivered item/s.

This PO serves as the Notice to Proceed (NTP) when signed by the Supplier.

Conforme:

DORCAS MARIE CICAIN
Signature over Printed Name of Supplier

September 23, 2024
Date

Very Truly yours:

NENITO C. JARIEL, JR.
Signature over Printed Name of Authorized Official

gha/DEBM

Director, ERDB
Designation

Fund Cluster :

Funds Available :

HELEN C. ROLDAN
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. :

Date of the ORS/BURS:

Amount :

ijad/pc/jpdc

CONDITIONS AND INSTRUCTIONS

1. Delivery of the items shall be made to the Department of Energy Property Officer at the Energy Center, Merritt Road Fort Bonifacio Metro Manila, unless otherwise indicated and shall be accompanied by the following documents:

   a) Original and copies of invoice and packing list to be sent to Department of Energy, Energy Center, Merritt Road, Fort Bonifacio, Metro Manila as soon as possible, with copy of bill of lading/railroad waybill/truck waybill/air waybill and freight receipt showing proper description, weights, cubage and rates. The amount of freight prepaid, if any, and order number as above.

2. The above P.O. number *must* appear on all invoices, bills of lading, express receipts and correspondence mark all shipping tags and packages with above order number.

3. Seller's failure to deliver when due will authorize the Department of Energy at its discretion to impose a penalty of a deduction from the invoice value, as liquidated damages, 1/10 of 1% of the total value of the order for each day of delay in delivery or of the total undelivered portion thereof; or make an open market purchase of the items undelivered and charge to defaulting seller the excess in price if any. In either case, the Department of Energy reserves the right to rescind or cancel this order.

4. No partial delivery of item/s under the P.O. is allowed.

5. Seller warrants that the use or sale by the Purchaser of material specified herein will not subject Purchaser to charges of patent infringement and further agrees to hold Purchaser harmless against any and all results of such charges.

6. Material must not be in excess of quantity. The non-conforming items will be rejected and excess will be returned at Seller's expense.

7. Substitution or extra charges under this order will not be permitted except on specific authority of this office.

8. Delinquency in delivery or otherwise unsatisfactory service will be considered cause for cancellation and/or rejection, at no expense to Purchaser.

9. Purchaser reserves the right to suspend shipments of the material covered by this Order in event of strikes, accidents or other contingencies beyond Purchaser's control.

10. Purchaser reserves the right to issue a Change Order whenever it becomes necessary to cancel or make any changes in this Purchase Order.

11. The contract created by this Order and its acceptance or confirmation is subject to the agreement of the Seller or contractor that all persons engaged upon the work hereunder, or entering upon the plant, vessel or other property of the Purchaser, consignee, or owner hereunder named for the purpose of delivering, installing, inspecting, repairing or estimating supplies, material or work hereunder shall be considered servants of the Seller or contractor or sub-contractor thereunder and not of the Purchaser, consignee, or owner and that the Seller of contractor shall hold the Purchaser, consignee, or owner harmless from all liability resulting from any claim for accident to or death of any such persons whether any such claim arise or be caused by negligence or otherwise of the Seller, Contractor, its Agents or Employees, or any sub-contractor, person or corporation.

12. CONTRACTOR warrants that it or any of its officials or representatives have not given any money or gift to any employee/official of CLIENT to influence the decision regarding the awarding of this Contract, nor CONTRACTOR has, its officials or representatives have exerted or utilized any unlawful influence on any employee/official of CLIENT to solicit or secure this Contract through an agreement to pay a commission, percentage, brokerage or contingent fee. CONTRACTOR hereby agrees that breach of these warranties shall be sufficient ground for CLIENT at its discretion to terminate or cancel this contract, or deduct such commission percentage, brokerage, or contingent fees from the Contract price without prejudice to CONTRACTOR's or any other person's civil or criminal liability under the Anti-Graft Law and other application laws.

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Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		SUPPLY AND DELIVERY OF OFFICE SUPPLIES UNDER PCECP CY2024			
	pcs	Acrylic Table Name Plate (260mm x 78mm)	25	320.00	₱ 8,000.00
	pcs	Duct Tape, 48mm (w) x 25m (l)	3	232.50	₱ 697.50
	packs	Calling Card Paper, 250 gsm, 50 pcs per pack (a4, white, matte)	15	157.25	₱ 2,358.75
	pcs	Whiteboard, 4ft x 8ft	1	6,125.00	₱ 6,125.00
	pc	Wood Paper Cutter, A3	1	1,567.50	₱ 1,567.50
	packs	L-Type Plastic Folder, A4, assorted colors, 12 pcs per pack	4	79.20	₱ 316.80
	boxes	pencil, Lead/Graphite, With Eraser, HB or 2	10	137.60	₱ 1,376.00
	boxes	clip, backfold, 19mm	20	17.50	₱ 350.00
	boxes	clip, backfold, 25mm	20	26.40	₱ 528.00
	boxes	clip, backfold, 32mm	20	38.50	₱ 770.00
	boxes	clip, backfold, 50mm	20	86.40	₱ 1,728.00
	pcs	Eraser, Plasic/ Rubber	5	17.25	₱ 86.25
	rolls	Tape, masking, 24mm, 50m	4	48.00	₱ 192.00
	rolls	Tape, masking, 48mm, 50m	4	96.00	₱ 384.00
	rolls	Tape, transparent, 24mm, 50m	20	20.40	₱ 408.00
	rolls	Tape, transparent, 48mm, 50m	4	40.00	₱ 160.00
	pads	note pad, Stick On, 3"x3", 100 sheets/pad	30	75.00	₱ 2,250.00
				Sub-total	₱ 27,297.80
				TOTAL AMOUNT	₱135,401.15
		Other Terms and General Conditions: - as stated in the Request for Quotation (RFQ-01-0151-2024-05-0259-0706-0095) **Subject to deduction of allowed government taxes on total*			

(Total Amount in Words) One Hundred Thirty-Five Thousand Four Hundred One Pesos and Fifteen Centavos only

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the underdelivered item/s.

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2. The above P.O. number *must* appear on all invoices, bills of lading, express receipts and correspondence mark all shipping tags and packages with above order number.

3. Seller's failure to deliver when due will authorize the Department of Energy at its discretion to impose a penalty of a deduction from the invoice value, as liquidated damages, 1/10 of 1% of the total value of the order for each day of delay in delivery or of the total undelivered portion thereof; or make an open market purchase of the items undelivered and charge to defaulting seller the excess in price if any. In either case, the Department of Energy reserves the right to rescind or cancel this order.

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12. CONTRACTOR warrants that it or any of its officials or representatives have not given any money or gift to any employee/official of CLIENT to influence the decision regarding the awarding of this Contract, nor CONTRACTOR has, its officials or representatives have exerted or utilized any unlawful influence on any employee/official of CLIENT to solicit or secure this Contract through an agreement to pay a commission, percentage, brokerage or contingent fee. CONTRACTOR hereby agrees that breach of these warranties shall be sufficient ground for CLIENT at its discretion to terminate or cancel this contract, or deduct such commission percentage, brokerage, or contingent fees from the Contract price without prejudice to CONTRACTOR's or any other person's civil or criminal liability under the Anti-Graft Law and other application laws.

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