

## REPUBLIC OF THE PHILIPPINES **DEPARTMENT OF BUDGET AND MANAGEMENT**

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

		PURCHASE ORD	ER NO. 2	020-05	5			
Supplier	•	FleetSERV Inc.	Date: September 3, 2020  Mode of Procurement: NP- Small Value Procurement					
Address:		Rm 102, 3rd Ave., Residences, No.33 3rd Ave.,					anche.	
		Brgy. Bagong Lipunan ng Crame, District 4, Quezon City						
TIN:		-						
	lemen:	Please deliver the article(s) product(s)/supp	lies/materia	Is listed be	low priced in acco	ordance v	with your	
		, subject to the Terms and Conditions enume						
		DBM Building III (Administrative Service)	Payment Term: Payment shall be made through Landbank's LDDAP- ADA / Bank Transfer facility within Sixty (60) days after submission of Billing and					
Notice to Present (NTD)				User Inspection and Acceptance of the Product. Bank Transfer fee shall be charged against creditor's account.				
Stock								
No.	Unit	Item and Description /Specification		Quantity	Unit Cost	Α	MOUNT	
	lot	Replacement of Defective Clutch Componer Mitsubishi Adventure SJN 806	nt for 1 ₱ 16,059.0		₱ 16,059.00	₽	16,059.00	
		* nothing follows *						
		n Words) nd Fifty Nine Pesos				₽	16,059.00	
		ure to make the full delivery within the time speci	ified above a	nenalty of o	nna-tenth (1/10) of		10,039.00	
		) for every day of delay shall be imposed.	med above, a		Very truly yours,			
Conforme:  THEA MARKE CORIN  Director IV, Adminis  Signature over Printed Name of Supplier  SEP 10 2020  Date  THEA MARKE CORIN  (Representing							ive Service <sup>MAT</sup> cial	
		Certified by:  JEFFREY DAY GALARPE  OIC - Accounting Division	OS No Amount : Date	: 02/01/01 = 16 : 00	2020 - 59 - 1694 , 659 - 1 107 /2620			
11	Original o	copy for the Supplier's Conforme Central Supply and Property Section for file						

### TERMS AND CONDITIONS (PURCHASE ORDER)

- 1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.
- 2. AWARDEE shall be responsible for the source(s) of his supplies materials equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order (PO). Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the DBM Bids and Awards Committee and approved by the Secretary of Budget and Management or his duly authorized representative.
- 3. The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring entity's Administrative Service located at Ground Floor, DBM Bldg. III. Gen. Solano St., San Miguel, Manila, not later than 10:00 am up to 3:00 pm on the date of delivery as indicated in PO.

Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.

- 4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but failed to deliver the required product(s) within the time called for in the same order, he shall be extended a maximum period of fifteen (15) calendar days to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE, without prejudice to the imposition of liquidated damages. The DBM 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 his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.
- 5. The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods' compliance with the technical specifications, and its order and condition, will be done in the presence of the representatives of both Supplier and Procuring Entity within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the results of the inspection conducted by the Procuring Entity shall be final and binding upon the Supplier.
- 6. Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under item 4 hereof.
- 7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/product(s) that may be discovered by the DBM within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment.
- A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it. The Procuring Entity may also rescind the contract and impose 10% of the amount of the contract as liquidated damages, upon non-performance by the Supplier of any of its obligations under the contract

The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.

- 9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
- 10. The technical specifications, bid proposal and other documents required from the AWARDEE shall form part of this Purchase Order.

	Accepted By:	1 316	SEP 10 2020
REPUBLIC OF THE PHILIPPINES) CITY OF MANILA ) S.S.	——————————————————————————————————————	AWARDEE AWARDEE	73
BEFORE ME, a Notary Public for and in . 2020. personally appeared the foregoing Terms and Conditions of a Purchase Order and and deed and of the entity that he represents.	kı	mown to me to be the sa	me person who accepted
This Instrument refers to a this page and its Annexes. signed by the parties and their mat	erial witnesses.	consisting of	_() pages including
WITNESS MY HAND AND SEAL this  Doc No; Page No; Book No; Series of 2020.	day of	, 2020	



## REPUBLIC OF THE PHILIPPINES DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

#### NOTICE TO PROCEED

Ms. Bernadette S. Celis FleetSERV Inc. Room 102, No. 33, 3<sup>rd</sup> Avenue Brgy. Bagong Lipunan ng Crame District 4, Quezon City

Dear Ms. Celis:

Per attached Purchase Order No. 2020-055, we hereby notify you that your office may proceed with the delivery of the Project, "Replacement of Defective Clutch Component for Mitsubishi Adventure SJN 806," upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Administrative Service - General Service Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you and God Bless.

Very truly yours,

THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

Conforme:

Authorized Representative,

[Office/Company/Organization Name]

Borradte 1.6

Date:

SEP 10 2020



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GENERAL SOLANO STREET, SAN MIGUEL, MANILA

#### **NOTICE OF AWARD**

Ms. Bernadette S. Celis FleetSERV Inc. Room 102, No. 33, 3<sup>rd</sup> Avenue Brgy. Bagong Lipunan ng Crame District 4, Quezon City

Dear Ms. Celis:

We are pleased to inform you that the Project, "Replacement of Defective Clutch Component for Mitsubishi Adventure SJN 806," is hereby awarded to your company in the amount of Sixteen Thousand Fifty Nine Pesos (P 16,059.00).

Based on the evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you and God Bless.

Very truly yours,

THEA MARIE CORINNE F. PALARCA Director IV, Administrative Service MAD

Conforme:

Authorized Representative,

[Office/Company/Organization Name]

Date:

SEP 10 2020