



DEPARTMENT OF EDUCATION
RECORDS DIVISION

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City



RELEASED
12215
By: *[Signature]* Date: 08 MAY 2019

PURCHASE ORDER

Supplier	: Topcoms Marketing Corporation	P.O. No.	: 2019-02-BLSS3(001&004)-BII-CB-001-PO006
Address	: <u>1647 Taft Avenue, Malate Manila</u>	Date	: _____
Email Address	: <u>inquiry@topcomsonline.com</u>	Mode of Procurement	: <u>Competitive Bidding</u>
Telephone Nos.	: <u>525-3205/0917-7908901</u>	End-User	: <u>Bureau of Learner Support Services – School Sports Division (BLSS-SSD)</u>
TIN	: <u>009-582-014-000</u>		

Gentlemen:

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

Place of Delivery	: <u>Davao City National High School, Davao City</u>	Delivery Term	: <u>2nd week of April 2019</u>
Date of Delivery	: <u>2nd week of April 2019</u>	Payment Term	: <u>(see Terms and Conditions)</u>

Project Title: **Procurement of Sports Uniforms and Caps, and Sports Supplies and Materials for the Conduct of 2019 Palarong Pambansa**

	ITEM DESCRIPTION	QUANTITY	Unit Price	Total Amount in (PhP)
LOT 2 : RACKET SPORTS				
1	STAR Korea DN100 - Badminton Net Standard , size 6.1m, 760mm depth, Competition and BWF standard (Branded)	5 pcs	1,100.00	5,500.00
2	STIGA Portable Scoreboard number 1-30, size 8" x 15", (Branded)	10 pcs	725.00	7,250.00
3	RSL Silver Shuttlecock Competition , made of "A" grade feather, excellent durability and accurate speed, BWF standard. (Branded)	150 tubes	1,215.00	182,250.00
4	STIGA Match Table Tennis Post & Nylon Net Table Tennis Post & Nylon Net , ITTF Standard	12 set	660.00	7,920.00
5	STIGA Perform 3-star Table Tennis Balls Poly Ball , size - 40mm; 3 Star, ITTF approved. (Branded)	400 pcs	60.00	24,000.00
6	STIGA Table Tennis Portable Scoreboard size 8"x15", numbered plates made of either hard cardboard or plastic. ITTF standard	12 pcs	725.00	8,700.00
7	Slazenger Wimbedlon Tennis Balls 3 balls per tube, color yellow, weight 56.0-59.4gms, size 6.541-6.858cm, good for all surface, used in international competition, ITF approved. (Branded)	240 tubes	330.00	79,200.00

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ITEM DESCRIPTION		QUANTITY	Unit Price	Total Amount in (PhP)
8	STAR TN303H Tennis Net double stitches , color black, size 3.5ft. x 42ft. (for doubles), with white band (2.5in. x 42ft.), with metal cable (maximum of 1/3in or 0.8cm. diameter), with white strap with buckle (hook)-2.5in. x 76in., ITF standard (Branded)	8 pcs	2,860.00	22,880.00
---- nothing follows-----				
TOTAL				PHP 337,700.00

(Total Amount in Words) **Three Hundred Thirty-Seven Thousand, Seven Hundred and 00/100 Pesos 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 (1%) of the cost of the unperformed portion for every day of delay shall be imposed.

Very truly yours,



Atty. SALVADOR C. MALANA III

Assistant Secretary

Procurement and Administration

Authorized Official

Conforme:



Signature Over Printed Name of Supplier

Date:

April 25, 2019

Funds Available:

OS No. : 02-101101-2019-04-06364

mad 4/24
MOLYN L. DIONELA
 Accountant IV
 OIC, Chief Accountant

Amount : ₱ 337,700.-

TERMS AND CONDITIONS

1. Supplier shall be responsible for the source(s) of its supplies/materials/equipment; and shall make deliveries in accordance with schedule, quality and specifications of the award or purchase order (PO). Failure by the Supplier to comply with the same shall be ground for cancellation of the award or purchase order issued to the Supplier and for awarding the item(s) to the next lowest responsive bidder at Procuring Entity's option.
2. Supplier shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute an official notice to the supplier. Thereafter, if the purchase order remains unclaimed, the said purchase order shall be sent by courier service to the Supplier at the latter's expense. To avoid delay in the delivery of the requesting agency's requirement, all defaulting Suppliers shall be precluded from delivering substitute items.
3. Subject to the provisions of the preceding paragraph, where Supplier has accepted a purchase order but fails to deliver the required goods within the time called for in the purchase order, Supplier shall be charged liquidated damages (LD). The amount of LD, deductible from payments due to Supplier, shall be one tenth of one percent (0.1%) of the cost of the undelivered goods in the PO for every day of delay. Once the cumulative amount of LD reached 10% of the amount of PO, the Procuring Entity may rescind the PO without prejudice to other courses of actions open to the Procuring Entity under RA 9184 and its IRR, and other laws.
4. All deliveries of the Supplier shall be subject to inspection and acceptance by the Procuring Entity. All necessary tests undertaken or caused to be undertaken by the Procuring Entity on the goods shall be for the account of the supplier.
5. Rejected deliveries shall be construed as non-delivery of goods so ordered and shall be subject to liquidated damages and rescindment of the PO prescribed in paragraph 3 hereof.
6. Supplier shall guarantee its deliveries to be free from defects. Any defective item or goods that may be discovered by the Procuring Entity within the warranty period after acceptance of the same shall be replaced by the supplier with seven (7) calendar days upon receipt of a written notice to that effect free of cost to the Procuring Entity. Supplier hereby commits a 3-month warranty on the goods in this PO.
7. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
8. As a pre-condition to payment, IMPORTATION DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the Procuring Entity.
9. All payments are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93.
10. One hundred percent (100%) of the Contract Price shall be paid to the supplier in accordance with the Government disbursement procedure after acceptance of the complete Goods at Project Site and submission of the claim for payment and supporting documents, e.g.:
 - i. Original and 4 copies of the Suppliers Invoice showing the Goods description, quantity, unit price and total price
 - ii. Original and 4 copies of Delivery Receipts
 - iii. Original Statement of Accounts
 - iv. Approved Purchase Order
11. Payments shall be subject to the "Warranty" provision in the form of either retention money in an amount equivalent to three percent (3%) of payment, or a special bank guarantee in the amount equal to at least three percent (3%) of the Contract Price required in Section 62 of RA 9184 and its IRR.

Conforme:



Jesus Lim Jr.

Signature over printed name of Supplier

April 25, 2019

Date