



PURCHASE ORDER

Supplier Address	: <u>A4 LUCK MARKETING CORPORATION</u> <u>67 A. Mabini St. Poblacion, San Pablo Laguna</u>	P.O. No.	: <u>2023c-BHROD2(007)-BIV-NPSVP044-P012</u>
Email Address	: <u>a4luck@yahoo.com</u>	Date	: <u>December 29, 2023</u>
Telephone Nos.	: <u>0922-872-6894</u>	Mode of Procurement	: <u>NP-SVP</u>
TIN	: _____	End-User	: <u>Bureau of Human Resource and Organizational Development - Employee Welfare Division (BHROD-EWD)</u>
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:		

Place of Delivery	: <u>DepEd Central Office</u>	Delivery Term	: _____
Date of Delivery	: <u>within seven (7) calendar days from the receipt of NTP.</u>		
Payment Term	: (see Terms and Conditions)		
Project Title: Procurement Personalized Wristwatches for the Conduct of 2022 Loyalty Awards Conferment.			

DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL PRICE (IN PHP)
Detailed Technical Specifications: Item 1: Silver and Gold or Two-Tone Stainless Steel Personalized Wristwatches 9 pcs Men's and 7 pcs Ladies' Silver and Gold or To-tone Personalized Wristwatches Functional Specifications: <ul style="list-style-type: none"> • Display Type: Analog • Attachment Buckle/Clasp Type: Clasp (deployment) Performance Specifications: <ul style="list-style-type: none"> • Bracelet material: Stainless Steel • Bracelet and Case Color: Two-Tone, Gold and/or Silver Environmental Interface: <ul style="list-style-type: none"> • Case Finish: Polished • Case Shape: Round • Case Size: Full-Size (Men's); Mid-Size (Ladies) • Case Width: 39-40mm (Men's); 29-32mm (Ladies') Design: <ul style="list-style-type: none"> • Crystal Lens: Mineral Glass • Dial Color: White • Dial Markings: Arabic (Full) Comparative Description (By Standard Or Benchmarks): <ul style="list-style-type: none"> • Water Resistance: at least 30 meters • Warranty Type: at least 2 years Others: <ul style="list-style-type: none"> • Customized with DepEd Logo printed on the dial and; • Recipient's full name and years in service engraved at the back of the case • 31 pieces Individual Gift Boxes and Paper Bags 	Pieces	16	7,000	112,000.00
Item 2: Silver or Gold Stainless Steel Personalized Wristwatches 5 pcs Men's and 10 pcs Ladies' Silver or Gold Personalized Wristwatches Functional Specifications:	Pieces	15	3,500.00	52,500.00

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<ul style="list-style-type: none"> • Display Type: Analog • Attachment Buckle/Clasp Type: Clasp (deployment) <p>Performance Specifications:</p> <ul style="list-style-type: none"> • Bracelet material: Stainless Steel • Bracelet and Case Color: Two-Tone, Gold and/or Silver <p>Environmental Interface:</p> <ul style="list-style-type: none"> • Case Finish: Polished • Case Shape: Round • Case Size: Full-Size (Men's); Mid-Size (Ladies) • Case Width: 39-40mm (Men's); 29-32mm (Ladies') <p>Design:</p> <ul style="list-style-type: none"> • Crystal Lens: Mineral Glass • Dial Color: White • Dial Markings: Arabic (Full) <p>Comparative Description (By Standard Or Benchmarks):</p> <ul style="list-style-type: none"> • Water Resistance: at least 30 meters • Warranty Type: at least 2 years <p>Others:</p> <ul style="list-style-type: none"> • Customized with DepEd Logo printed on the dial and; • Recipient's full name and years in service engraved at the back of the case • 31 pieces Individual Gift Boxes and Paper Bags 				
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TOTAL

PHP 164,500.00

(Total Amount in Words) ONE HUNDRED SIXTY-FOUR THOUSAND FIVE HUNDRED 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. MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff
Head of Procuring Entity
Department of Education

Conforme: _____

Signature Over Printed Name of Supplier

Date

Funds Available: ₱164,500.-

MA. RHUNNAL CATALAN

Chief Accountant

OR No.: _____

Amount: _____

Handwritten signature

TERMS AND CONDITIONS

1. The Supplier shall be responsible for the source(s) of its goods/items/materials/equipment and shall make deliveries in accordance with the delivery time, place of delivery, descriptions and specifications provided by the award or purchase order (PO). Failure by the Supplier to comply with the same shall be a ground for cancellation of the award or PO issued and for issuance of a new PO in favor of the next lowest calculated responsive bid at the Procuring Entity's option.
2. The Request for Quotation (RFQ) and the Supplier's offer including the eligibility requirements, technical and financial proposals, and all other documents or statements submitted by the Supplier as required by the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 shall be deemed to form and be read and construed as part of this PO.
3. The Supplier shall personally claim the issued PO within three (3) calendar days after receipt of notice to that effect. A fax transmission or electronic mail sent to the Supplier shall constitute an official notice. Thereafter, if the PO remains unclaimed, the said PO shall be canceled.
4. Subject to the provisions of the preceding paragraph, where the Supplier had claimed the PO but failed to deliver the required goods within the delivery time provided in the PO, the Supplier shall be charged liquidated damages (LD). The amount of LD, deductible from payments due to the Supplier, shall be one-tenth of one percent (0.1%) of the total price of the undelivered goods in the PO for every day of delay. Once the accumulated amount of LD reached 10% of the amount of PO, the Procuring Entity shall rescind the PO without prejudice to other courses of action available to DepEd under RA 9184 and its IRR, and other laws.
5. The Supplier shall be precluded from delivering substitute goods or items. Rejected deliveries shall be construed as non-delivery of goods or items so ordered and shall be subject to the imposition of LD and termination or rescission of the PO as prescribed in paragraph 4 hereof.
6. The Supplier shall deliver the goods at DepEd Complex, Meralco Ave., Pasig City.
7. All deliveries of the Supplier shall be subject to inspection and acceptance by DepEd. All necessary tests undertaken or caused to be undertaken by DepEd on the goods shall be for the account of the Supplier.

Inspection, where applicable for goods to be delivered, shall be conducted by DepEd through the duly designated Inspectorate Team. The inspection shall be made upon notice to the DepEd of the readiness of the goods for inspection.

The Supplier shall coordinate with DepEd, through the Procurement Management Service-Contract Management Division (ProcMS-CMD), on the conduct of inspection. Any request for inspection shall be done in writing, and contain the following information:

- a. Project Title and PO Number;
- b. Specific goods for inspection;
- c. Quantity of goods for inspection;
- d. Venue/Address of inspection site; and
- e. Proposed schedule of inspection which must be at least three (3) calendar days from the submission of the letter request.

The request for inspection or PDI shall be addressed to ProcMS-CMD, and may be submitted through email at procms.cmd@deped.gov.ph

8. The Supplier shall guarantee its deliveries to be free from defects and shall commit a one-year warranty commencing from the date of issuance of the Certificate of Final Acceptance by the DepEd that the delivered goods have been duly inspected and accepted. Any defective goods or items that may be discovered by the Procuring Entity within the warranty period shall be replaced by the Supplier within fifteen (15) calendar days upon receipt of a written notice to that effect. Cost of replacement of defective goods or items shall be solely for the account of the Supplier. The goods may also be repaired within the warranty period. Repair of the goods shall be made by the Supplier within 15 calendar days upon receipt of a written notice to that effect.
9. 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.
10. All duties, excise and other taxes and revenue charges, if any, shall be for the Supplier's account. All payments are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93
11. One Hundred Percent (100%) of the Contract Price shall be paid to the Supplier within 30 calendar days, subject to existing Government disbursement procedure, upon complete delivery of goods, and acceptance of the same by the Procuring Entity subject to the submission of the following documents:
 - a. The Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - b. Duly signed Delivery Receipts;
 - c. Duly signed Inspection and Acceptance Report (IAR) including certification by the Supplier, duly signed and dated by the authorized representative of Procuring Entity indicating that the goods have been delivered in accordance with the PO; and
 - d. Warranty Certificate.

Other delivery documents as may be subsequently prescribed by the Procuring Entity shall be provided by the Supplier.

Payments shall be subject to the "Warranty" provision in the form of either retention money in an amount equivalent to one percent (1%) of the payment, or a special bank guarantee in the amount equal to one percent (1%) of the Contract Price required in Section 62 of RA 9184 and its IRR.

Release of the retention money shall be at the expiration of the warranty period, or the remaining amount in case it has been utilized pursuant to the warranty provision.

Conforme:

Signature over printed name of Supplier

Date