



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



PURCHASE ORDER

Supplier :	KLEANGRAM MANUFACTURING CORP.	P.O. No. :	2022c-Adm52(004)-
Address :	Mayon St., Brgy. San Jose, Rodriguez, Rizal	Date :	BIF-CB-016-P002
Email Address :	anovesterasgoldena4@gmail.com	Mode of Procurement :	April 17, 2022
Telephone Nos. :	(02) 8774 2568/09177963464	End-User :	CB
TIN :			Administrative Service

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

Place of Delivery :	DepEd Complex, Meralco Avenue, Pasig City	Delivery Term :	Within fifteen (15) calendar days from the date of receipt of NTP or the date indicated therein
Date of Delivery :	Within fifteen (15) calendar days from the date of receipt of NTP or the date indicated therein	Payment Term :	(see Terms and Conditions)

Project Title: **Procurement of Various Supplies and Equipment to Mitigate COVID-19 - Lot 1**

DESCRIPTION	Items	UNIT	QTY.	Unit Cost	TOTAL PRICE (IN PHP)
Janitorial Supplies	Detergent	pack	80	65.00	PHP 5,200.00
	Cleanser	can	200	30.00	PHP 6,000.00
	Sodium Hypochlorite	gal	100	130.00	PHP 13,000.00
	Air Freshener	box	500	180.00	PHP 90,000.00
	Furniture Cleaner	can	500	330.00	PHP 165,000.00
	Mop Head	pc	150	89.00	PHP 13,350.00
	Mop Handle	pc	150	255.00	PHP 38,250.00
	Stick Broom	pc	80	18.00	PHP 1,440.00
	Broom	pc	80	69.00	PHP 5,520.00
	Garbage Bag	pack	4000	54.00	PHP 216,000.00
	Bathroom Deodorizer	pc	500	55.00	PHP 27,500.00
	Rags	bundle	200	42.00	PHP 8,400.00
	Polishing Pad (16" Diameter)	pc	10	467.00	PHP 4,670.00
	Polishing Pad (18" Diameter)	pc	10	455.00	PHP 4,550.00
	Scrubbing Pad (16" Diameter)	pc	10	590.00	PHP 5,900.00
	Scrubbing Pad (18" Diameter)	pc	10	455.00	PHP 4,550.00
	Emulsion Wax	gal	20	360.00	PHP 7,200.00
	Floor Wax	can	100	223.00	PHP 22,300.00
	Dust Pan	pc	50	132.00	PHP 6,600.00
	Trash Bin with Wheels 80L	set	15	2,200.00	PHP 33,000.00
Trash Bin with Wheels 200L	set	20	11,700.00	PHP 234,000.00	
TOTAL					PhP912,430.00

(Total Amount in Words) Nine Hundred Twelve Thousand, Four Hundred Thirty 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. KRISTIAN R. ABLAN
Undersecretary
Administration

Conforme:

Concepcion P. Verzaba
Signature Over Printed Name of Supplier
4/29/2022
Date

AC-P23-AC-AMID-CAC60-1207
120 880 1007 100 (600) - P 912,430
ALLOTMENT AVAILABLE

CHOLITA F. TIONG
Chief Administrative Officer
Budget Division
OR No. :

Funds Available: **912,430.-**

MA. RHUNNAL CATALAN
Chief Accountant

Amount : _____

TERMS AND CONDITIONS

1. The 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 PO issued to the Supplier and for awarding the item(s) to the next lowest responsive bidder at DepEd's option.
2. The Philippine Bidding Documents and the Supplier's bid 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 pick up the PO issued in its favor within three (3) days after receipt of notice to that effect. A fax transmission or electronic mail shall constitute an official notice to the Supplier. Thereafter, if the PO remains unclaimed, the said PO shall be cancelled.
4. Subject to the provisions of the preceding paragraph, where the Supplier has accepted a PO but fails to deliver the required goods within the time called for 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 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, DepEd may terminate the PO without prejudice to other courses of actions open to the DepEd under RA 9184 and its revised IRR, and other pertinent laws.
5. 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. For the purpose of this condition, DepEd shall constitute an Inspectorate Team to conduct pre-delivery inspection of the goods. The said inspection shall be made upon notice to DepEd of the readiness of the goods for inspection. A turnaround period of not more than thirty (30) working days from the time of the receipt of the request for Pre-Delivery Inspection shall be given to DepEd to schedule the inspection. Prior to and for purposes of inspection, the Supplier shall ensure convenient access to the goods for inspection. The Supplier shall assign personnel to undertake the handling, unpacking, assembly, commissioning, disassembly, repacking, resealing and sorting of the goods prior to, during and after the inspection.
6. The Supplier shall guarantee its deliveries to be free from defects. Goods with defects or non-compliant with the required technical specifications upon delivery shall be rejected, orally or in writing, by DepEd and replaced by the Supplier in accordance with the warranty provisions in the bidding documents. The replacement goods for this reason shall be subject to re-inspection.
7. Any proposal by the Supplier to deliver goods of different technical specifications, in lieu of those of the approved samples, shall not be allowed. However, under justifiable circumstances, i.e. fortuitous events, force majeure, acts of God, public state emergency, or those defined under the Civil Code and other similar circumstances, delivery of goods of equivalent, higher or superior technical specifications may be permitted, subject to the evaluation and favorable recommendation of the DepEd's end-user or implementing unit, and the approval of the herein authorized signatory. In any such case, the proposal by the Supplier for substitution shall be in writing and shall not result in any additional cost or undue burden to DepEd.
8. All duties, excise and other taxes and revenue charges, if any, shall be for the Supplier's account.
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 DepEd, as applicable.
10. 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 upon complete delivery and acceptance of the goods by DepEd's authorized representative. Payment shall be made to the Supplier within 60 days after the date of delivery and acceptance of the goods at the delivery site and upon submission of the following documents:
 - (i) Quantity of goods delivered based on the schedule of delivery and other relevant terms and conditions of the contract
 - (ii) duly signed Delivery Receipts, and
 - (iii) Inspection and Acceptance Reports, including certification by Supplier, as approved by the duly authorized DepEd representative, that the goods have been delivered and/or properly installed and commissioned in accordance with the contract.
12. 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 Contract Price or a Special Bank Guarantee in an amount equal to one percent (1%) of the Contract Price required under Section 62 of R.A. 9184 and its revised IRR.
13. A three-month warranty for the delivered and accepted goods shall reckon from the date of issuance of Certificate of Final Acceptance by DepEd.
14. Supplier shall deliver the goods/items at DepEd Complex, Meralco Ave., Pasig City.

Conforme:



Signature over printed name of Supplier

Date

4/24/23

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