



CITY GOVERNMENT OF PUERTO PRINCESA  
LGU

Project Reference Num: PR No. 100-2025-03-587 P.R. Date March 5, 2025  
Location of Project: City Engineering Department  
Supplier : COJIMZ TRADING  
Address : Purok Mangga, Brgy. Sicsican, Puerto Princesa City P.O. No. BAC-2025 - APP - 26 - 289  
E. Mail Address : \_\_\_\_\_ P.O. Date JUN 26 2025  
Telephone No. : \_\_\_\_\_ Mode of \_\_\_\_\_  
TIN 905-645-393-000 Procurement : Negotiated - Small Value

Gentlemen:

Please furnish this office the following articles subject to the terms and condition contained herein

Place of Delivery : Thru City GSO Delivery Term : 60 CD upon receipt of PO  
Date of Delivery : \_\_\_\_\_ Payment Term : \_\_\_\_\_

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
1	4	gal	Alcohol, 68%-72%, scented, 3.785L	638.00	2,552.00
2	12	can	Air Freshener Spray, 500ml (Office)	628.00	7,536.00
3	12	gal	Bleaching Liquid, lemon scent, multi-purpose	170.00	2,040.00
4	24	pcs	Brush with plastic handle, heavy duty (toilet brush)	85.00	2,040.00
5	50	pcs	Broom, soft (tambo)	191.34	9,567.00
6	100	pcs	Broom, stick (ting-ting)	71.50	7,150.00
7	12	pcs	Cleaner, glass 500ml, spray type	186.00	2,232.00
8	24	canister	Cleanser Scouring Powder 350g	86.50	2,076.00
9	24	bottle	Cleanser, Toilet bowl and urinal, 900ml	148.50	3,564.00
10	12	bar	Detergent Bar	18.00	216.00
11	30	pouch	Detergent powder with fab. Conditioner (1kl/pouch)	120.00	3,600.00
12	50	bottle	Dishwashing liquid (1liter)	383.00	19,150.00
13	40	pack	Dishwashing Sponge (100mmx75mmx30mm, 3'/pack)	126.50	5,060.00
14	12	pcs	Dustpan improvise	394.00	4,728.00
15	10	kls	Grasscutter Nylon #300	549.00	5,490.00
16	1	roll	Hose with Ply #1" 30m/roll (for asphalt overlay)	8,100.00	8,100.00
17	5	box	Mask (HD) for Vactron	384.00	1,920.00
18	4	Unit	Rotating Head Floor mop with Bucket, microfiber	1,675.00	6,700.00
19	12	pair	Sanitary Gloves Latex (HD) vactron	165.00	1,980.00
20	10	pcs	LPG Pol adaptor (for asphalt overlay)	194.00	1,940.00
21	20	pcs	Heavy Duty Hode clamp (for asphalt overlay)	105.00	2,100.00
22	50	m	Cotton rope (for asphalt overlay)	65.00	3,250.00
23	2	pc.	Gun tacker heavy duty (maint.)	4,150.00	8,300.00
24	10	box	Gun Tacker staple wire 10mm	350.00	3,500.00
X-X-X	X-X-X	X-X-X	X-X-X Nothing Follows X-X-X-X	Total	114,791.00

In Words

One Hundred Fourteen Thousand Seven Hundred Ninety-One Pesos ~

In Figures

₱114,791.00~

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

Conforme:

By:

COJIMZ TRADING

Signature over printed name of supplier

Position/Designation

8-5-78

Date

Fund Available

City Accountant

Very truly yours,

LUCILO R. BAYRON

City Mayor

Authorized official

ALOBS NO. : \_\_\_\_\_

Amount : \_\_\_\_\_



(PURCHASE ORDER)

1 ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION

2 AWARDDEE 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 AWARDDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the City's Bids and Awards Committee Goods and approved by the Head of Procuring Entity or his duly authorized representative.

3 The Goods shall only be delivered by the Supplier at the City General Services Office of the located at the New City Hall Building not later than 10:00 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 AWARDDEE has accepted a purchase order but failed to deliver the required product(s) within the time called for in the same order, he may be extended maximum period of \_\_\_\_\_ (\_\_\_\_) calendar days to make good his delivery. Thereafter if AWARDDEE 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 AWARDDEE, without prejudice to the imposition liquidated damages. The City Government of Puerto Princesa (CGPP) 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 AWARDDEE. Refusal by the DEFAULTING AWARDDEE to shoulder the price difference shall be ground for his qualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 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 the 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 his deliveries to be free from defects. Any effective item(s)/product(s) that may be discovered by the CGPP within three (3) months after acceptance of the same shall be replaced by the Supplier within seven (7) calendar days upon receipt of a written notice to that effect.

8 A penalty of one-tenth of one per cent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten per cent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten per cent (10%) of the amount of the contract, the producing 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 liquidate 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 Notarization of this instrument shall be on the account of the supplier.

11 The technical specifications, bid proposal and other documents required from the AWARDDEE shall form part of this Purchase Order.

Accepted By:

REPUBLIC OF THE PHILIPPINES)  
PUERTO PRINCESA CITY )S.S.

BEFORE ME, a Notary Public for and in the City of Puerto Princesa, Philippines on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared NATATE JIMENEZ known to me to be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who acknowledged to me that the same is his free and voluntary act and deed and of the entity he represents.

This Instrument refers to a \_\_\_\_\_ PO consisting of two (2) pages including this page and its Annexes, signed by the parties and their material witnesses.

WITNESS MY HAND AND SEAL this AUG 05 day of 2025, 2025.

Doc No. : 149  
Page No. : 31  
Book No. : 124  
Series of : 225

ATTY. KERWIN ARNOLD MAWIE C. PALATINO  
Notary Public, Puerto Princesa City, Mun. of Aborlan  
Narra, Cuyo, Agutaya and Magsaysay, Palawan  
NPL No. 2025-003, Until December 31, 2026  
PTR No. 2092437, PPC/PALAWAN, 01-02-2025  
Roll No. 67119/IBP NO. 486838/12-23-2024  
MCLE COMPLIANCE NO. VII-0005455  
Page 2 of 2  
No. 146 Burgos Street, Bgy. Masipag, PPC