



Project Reference Num: PR No. 100-2025-08-1928 P.R. Date August 22, 2025
 Location of Project: City Health Office
 Supplier: ICT CLOVER LEAF TRADING OPC
 Address: 2nd Flr. Petal Bldg., Fernandez St., Bgy. Tanglaw P.O. No. BAC-2025 - Inv - R - 1180
 E. Mail Address: _____ P.O. Date DEC 04 2025
 Telephone No. _____ Mode of _____
 TIN: 607-139-767-00000 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: 90CD upon receipt of P.O. or until contract amount or funds are fully depleted/exhausted whichever comes first
 Date of Delivery: _____ Payment Term: _____

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
Other Supplies and Materials Expenses					
Expendable: Janitorial Supplies					
1	54	can	Air Freshener, 320ml/can	265.00	14,310.00
2	57	pack	Black Garbage Bag medium (11x11x24) 100s	144.00	8,208.00
3	70	pack	Black Garbage Bag medium (13x13x32") 100s	200.00	14,000.00
4	150	roll	Black Garbage Bag medium 24x43" 10s	68.00	10,200.00
5	74	roll	Black Garbage Bag medium 26x32" 10s	68.00	5,032.00
6	2	piece	Battery for Glucometers (Kemel)	150.00	300.00
7	10	piece	LED bulb 18W	260.00	2,600.00
8	46	pack	Battery, dry cell, AA, 1.5V, Alkaline (Pack of 4)	144.00	6,624.00
9	90	piece	Battery, dry cell, AAA, 1.5V, Alkaline (Pack of 4)	144.00	12,960.00
10	4	bottle	Bleaching liquid, lemon scent, multi-purpose, 1L	52.00	208.00
11	50	bottle	Bleaching liquid, lemon scent, multi-purpose, 3785ml/1 gal	171.00	8,550.00
12	10	piece	Broom, Soft (tambo)	150.00	1,500.00
13	8	piece	Broom, Stick (tingting)	34.00	272.00
14	34	bottle	Cleaner, Toilet and Urinal, 500ml, assorted scent	149.00	5,066.00
15	14	bottle	Cleaner, Toilet Bowl and Urinal, 900-1000ml cap	149.00	2,086.00
16	58	piece	Deodorant Cake, 100g, assorted scent	57.00	3,306.00
17	60	pouch	Detergent, powder, all-purpose, 1kl/pouch	120.00	7,200.00
18	14	pack	Dishwashing sponge, 100mm x 75mm x 30mm, 3's	127.00	1,778.00
19	16	bottle	Dishwashing Liquid, assorted scent, 780ml	248.00	3,968.00
20	14	bottle	Dishwashing Liquid, assorted scent, 250ml	101.00	1,414.00
21	10	gal	Dishwashing Liquid 1 gallon	960.00	9,600.00
22	82	can	Disinfectant Spray, 400-550 grams	439.00	35,998.00
23	2	piece	Dust pan, non-rigid plastic	40.00	80.00
24	3	piece	Duster, nylon	219.00	657.00
25	14	pouch	Fabric Conditioner, 1.2L, assorted scent	364.00	5,096.00
26	12	bottle	Fabric Conditioner, 660ml, assorted scent	169.00	2,028.00
27	50	piece	Garbage bag (sando bag) yellow XL	10.00	500.00
28	24	bottle	Glass Cleaner, 1L	336.00	8,064.00
29	6	pairs	Hand Gloves, rubber/latex	1,020.00	6,120.00
30	30	can	Insecticide, aerosol type, 300ml	287.00	8,610.00
31	3	piece	Mophandle, screw tyoe, wooden handle	339.00	1,017.00
32	4	piece	Mophead, 100% rayon, 400 grams	201.00	804.00
33	6	bottle	Multi-insect killer spray 600ml	400.00	2,400.00
34	20	pack	Plastic Sando bag (red, 500-1000 gms capacity) 50's/pack	100.00	2,000.00
X-X-X-	X-X-X	X-X-X	X-X-X-X-X-X-X Continue to Page 2 X-X-X-X-X-X-X	Sub Total 1	192,556.00

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: DIGNA B. FERNANDEZ
LIAISON OFFICER
 Date: _____

Very truly yours,
LUCILO R. BAYRON
 City Mayor
 Authorized official

Fund Available _____ ALOBS NO. : _____
 Amount : _____
 City Accountant _____

Project Reference Num: PR No. 100-2025-08-1928 P.R. Date August 22, 2025
 Location of Project: City Health Office
 Supplier: ICT CLOVER LEAF TRADING OPC
 Address: 2nd Flr. Petal Bldg., Fernandez St., Bgy. Tanglaw P.O. No. BAC-2025 - Amv - 12 - 1166
 E. Mail Address: _____ P.O. Date DEC 04 2025
 Telephone No. _____ Mode of _____
 TIN: 607-139-767-00000 Procurement: Negotiated - Small Value

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

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 Date of Delivery: _____ Payment Term: _____

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
35	10	piece	Plastic Sando bag (10 kl capacity) 50s/pack	175.00	1,750.00
36	20	bottle	Rag, all cotton, 32 pieces per kilo per bundle	98.00	1,960.00
37	100	pack	Sando bag medium 100s/pack	195.00	19,500.00
38	50	pack	Sando bag large 100s/pack	90.00	4,500.00
39	10	bottle	Soap, Liquid 1L	265.00	2,650.00
40	50	pack	Tissue pull-ups, interfolded 100 pulls	100.00	5,000.00
41	4	set	360° Rotating Head Floor mop	1,029.00	4,116.00
42	4	piece	360° Head Floor mop head refill	116.00	464.00
43	12	roll	Trashbag, black, 490mmX1016mm, 10pc per roll	146.00	1,752.00
44	12	roll	Trashbag, plastic, black, gusseted type 20" length, width 18.5", 10pcs/roll	173.00	2,076.00
Wash					
45	24	box	Aquatabs	779.00	18,696.00
46	150	piece	Collapsible Jerry cans	220.00	33,000.00
Vector-Borne					
47	21	bottle	Giemsa stain 500ml bottle	1,500.00	31,500.00
48	21	bottle	Buffer salt 25 tablets in 1 bottle	450.00	9,450.00
49	21	unit	Graduated Cylinder 10ml	200.00	4,200.00
50	21	box	Slide box 100 capacity	120.00	2,520.00
51	21	unit	Graduated Cylinder 100ml	380.00	7,980.00
AHDP & MHCHN					
52	250	pack	Health-Teens Starter pack (Kit includes Baby bag (colors: white, green, yellow, blue, pink), 2pc pajama, 2 pc baby dress long sleeve, 2 pc bonnet, 2 pc mittens, 2 pc booties, 2 pc cloth diaper, 1 pc hooded pranela, alcohol, baby oil, adult diaper, newborn diaper, baby liquid soap, face mask) (AHDP)	1,500.00	375,000.00
Expendable: ADMIN					
53	10	piece	LED Bulb 1x 40W	200.00	2,000.00
54	4	piece	LED Bulb 20Watts	200.00	800.00
55	1	packs	Paper cup/disposable cups	40.00	40.00
56	2	piece	Plastic container box BIG	1,501.00	3,002.00
57	37	piece	Plastic bins, stackable, blue (Dimension L*W*H: 7.5"x5.75"x4.25")	200.00	7,400.00
58	37	piece	Plastic bins, stackable, blue (Dimension L*W*H: 10.5"x5.75"x4.25")	300.00	11,100.00
59	8	roll	Tape, Electrical	61.00	488.00
x-x-x-	x-x-x	x-x-x	x-x-x-x-x-x-x Continue to Page 2 x-x-x-x-x-x-x	Sub Total 2	550,944.00

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:

ICT CLOVER LEAF TRADING OPC

By:

DIGNA B. FERNANDEZ
 LIAISON OFFICER

Position/Designation

Date

Very truly yours

LUCILO R. BAYRON
 City Mayor
 Authorized official

Fund Available

ALOBS NO. : _____
 Amount : _____

City Accountant

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ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
60	1	piece	Trash bins, foot pedal, 22 liters, black	750.00	750.00
61	1	piece	Trash bins, foot pedal, 22 liters, yellow	750.00	750.00
62	5	piece	Trashbin (Medium)	200.00	1,000.00
63	1	unit	Wall Clock	275.00	275.00
64	100	pieces	Monobloc Chairs	503.00	50,300.00
INCD					
65	1	roll	Electrocardiograph Thermal Paper 80mmx20mm (3.15"x65.6ft)	200.00	200.00
66	37	piece	Eye Occluder	650.00	24,050.00
67	37	piece	Eye Pin Hole	250.00	9,250.00
68	10	piece	Head Lamp	500.00	5,000.00
69	10	piece	Kidney Basin, large	1,000.00	10,000.00
70	37	piece	Snellens Chart	100.00	3,700.00
71	4	piece	Tape Measure	20.00	80.00
72	10	piece	Vaginal Speculum	1,200.00	12,000.00
73	250	piece	Vaginal Speculum, medium Plastic	50.00	12,500.00
Rabbies Program					
74	12	piece	Body Thermometer, digital	120.00	1,440.00
X-X-X-	X-X-X	X-X-X	X-X-X-X-X-X-X Continue to Page 2 X-X-X-X-X-X-X	Sub Total 3	131,295.00
				Sub Total 1	192,556.00
				Sub Total 2	550,944.00
				Grand Total	874,795.00

In Words Eight Hundred Seventy-Four Thousand Seven Hundred Ninety-Five Pesos
In Figures ₱874,795.00

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:

ICT CLOVER LEAF TRADING OPC

By:

[Signature]
DIGNA B. FERNANDEZ
LIAISON OFFICER
 Date 12/05/2025

Very truly yours,

[Signature]
LUCIO R. BAYRON
 City Mayor
 Authorized official

Fund Available

 City Accountant

ALOBS NO. : _____
 Amount : _____

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 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 AWARDEE 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 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 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 AWARDEE. Refusal by the DEFAULTING AWARDEE 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 AWARDEE shall form part of this Purchase Order.

Accepted By: **DIGNA B. FERNANDEZ**
LIAISON OFFICER

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 Digna B. Fernandez 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 VO consisting of four (4) pages including this page and its Annexes, signed by the parties and their material witnesses.

WITNESS MY HAND AND SEAL this DEC 05 day of 2025 2025.

Doc No. : 332
Page No. : 74
Book No. : 128
Series of : 2025

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
No. 146-B Burgos Street, Bgy. Masipag, PPC