



Project Reference Num: PR No. 100-2026-02-314 P.R. Date February 4, 2026

Location of Project City Department of Interior and Local Government Unit

Supplier: MEGAPRINT ADS & TRADING
 Address: RIZAL AVE. BRGY MANINGNING PPC P.O. No. BAC-2026-AMP-03-236
 E. Mail Address: _____ P.O. Date MAR 02 2026
 Telephone No. _____
 TIN: 937-350-440-000 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 Calendar Days
 Date of Delivery: _____ Payment Term: _____

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
1	10	set	Battery, Dry Cell, AA	70.00	700.00
2	10	set	Battery, Dry Cell, AAA	60.00	600.00
3	1	tube	Ballpen (30 pcs/tube)	400.00	400.00
4	200	piece	Certificate Holder	90.00	18,000.00
5	10	piece	Correction Tape	40.00	400.00
6	10	piece	Double Sided Tape 1 inch	60.00	600.00
7	10	bottle	Ink Cart, Epson C13t664100 (T6641), Black	295.00	2,950.00
8	5	bottle	Ink Cart, Epson C13t664200 (T6642), Cyan	295.00	1,475.00
9	5	bottle	Ink Cart, Epson C13t664300 (T6643), Magenta	295.00	1,475.00
10	5	bottle	Ink Cart, Epson C13t664400 (T6644), Yellow	295.00	1,475.00
11	5	bottle	Ink Cart, Epson L1455 (774 Black, 70 ml)	295.00	1,475.00
12	15	bottle	Ink Cart, Epson L6490 (008 Black, 70 ml)	1,000.00	15,000.00
13	10	bottle	Ink Cart, Epson L6490 (008 Cyan, 70 ml)	800.00	8,000.00
14	10	bottle	Ink Cart, Epson L6490 (008 Magenta, 70 ml)	800.00	8,000.00
15	10	bottle	Ink Cart, Epson L6490 (008 Yellow, 70 ml)	800.00	8,000.00
16	10	piece	Masking Tape, 24 mm	35.00	350.00
17	10	piece	Masking Tape, 48 mm	40.00	400.00
18	50	ream	Paper, Multicopy, A4, 80 gsm, Size: 210mmx297mm	200.00	10,000.00
19	50	ream	Paper, Multicopy, Legal, 80 gsm, Size: 216mmx330mm	220.00	11,000.00
20	10	piece	Sign here sticky notes (5 in)	50.00	500.00
21	40	pack	Merry Inkjet Paper A4 108 gsm	210.00	8,400.00
22	40	pack	Special Paper, Board Type 200 gsm (pack of 10)	260.00	10,400.00
23	4	ream	Specialty Paper Long 200 gsm (pack of 10)	280.00	1,120.00
24	3	piece	Dater Stamp, Customized self inking stamp	800.00	2,400.00
25	3	piece	Stamp pad, felt	50.00	150.00
26	5	piece	Stapler Heavy Duty	274.85	1,374.25
27	10	pack	Sticky Notes 1x3" (3 pcs/pack)	50.00	500.00
28	10	pack	Sticky Notes 3x3" (3 pcs/pack)	70.00	700.00
29	1	piece	Tape Dispenser 1 inch	130.00	130.00
30	30	piece	Tape, Packaging 48 mm	45.00	1,350.00
31	35	piece	Tape, Transparent 24 mm	25.00	875.00
32	30	piece	Tape, Transparent 48 mm	40.00	1,200.00
33	12	piece	Car Air Reshener	180.00	2,160.00
34	6	piece	Korean Blackout Blinds	150.00	900.00
35	5	gallon	Alcohol, Isopropyl, 68% - 70%	340.00	1,700.00
36	6	gallon	Bleach	200.00	1,200.00
37	6	gallon	Cleaner, Toilet Bowl and Urinal	300.00	1,800.00
38	5	pouch	Detergent Powder, All Purpose	116.06	580.30
39	12	bottle	Dishwashing Liquid, 495 ml	146.85	1,762.20
40	12	bottle	Liquid Hand Soap, 225 ml	105.58	1,266.96
x-x-x	x-x-x	x-x-x	x-x-x-x-x Continue to Page 2 x-x-x-x-x	Sub Total 1	130,768.71

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:

MEGAPRINT ADS & TRADING

By: MARIA TERESA MIRANDA
 Signature over printed name of supplier

Position/Designation: _____
3/1/26
 Date

Very truly yours,

LUCILO R. BAYRON
 City Mayor
 Authorized official

Fund Available: _____
 City Accountant: _____

ALOBS NO: _____
 Amount: _____

Project Reference Num: PR No 100-2026-02-314 P.R. Date February 4, 2026
 Location of Project City Department of Interior and Local Government Unit
 Supplier : MEGAPRINT ADS & TRADING
 Address : RIZAL AVE. BRGY MANINGNING PPC P.O No. BAC-2024 - Amb - 03 - 236
 E-Mail Address : _____ P.O Date MAR 02 2026
 Telephone No. : _____
 TIN 937-350-440-000 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 Calendar Days
 Date of Delivery : _____ Payment Term: _____

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
41	4	can	Disinfectant Spray, Aerosol Type	136.00	544.00
42	6	bottle	Fabric Softener, 1000 ml	220.00	1,320.00
43	4	kilo	Rags, All Cotton	100.00	400.00
44	2	bottle	Sink Declogger	160.00	320.00
45	25	piece	Soap, Bathroom, 90 grams	50.00	1,250.00
46	6	piece	Toilet Deodorant Cake, Deodorizer/Moth Proofer	45.00	270.00
47	120	roll	Toilet Tissue Paper 4-plys sheets	95.00	11,400.00
48	50	roll	Trashbag, Black, Medium	45.00	2,250.00
49	40	roll	Trashbag, Black, Large	60.00	2,400.00
50	50	roll	Trashbag, Black, Extra Large	90.00	4,500.00
51	1	piece	Window Blinds Curtain (95"x45")	300.00	300.00
52	1	bottle	Window Glass Cleaner Spray	259.00	259.00
x-x-x	x-x-x	x-x-x	x-x-x-x-x Nothing Follows x-x-x-x-x	Sub Total 2	25,213.00
				Sub Total 1	130,768.71
				Grand Total	155,981.71
In Words			One Hundred Fifty-Five Thousand Nine Hundred Eighty-One Pesos and 71/100		
In Figures			₱155,981.71		

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 MEGAPRINT ADS & TRADING
MARICEL M. MIRANDA
 Signature over print of supplier
 Position/Designation
2/19/26
 Date

Very truly yours,

LUCILO R. BAYRON
 City Mayor
 Authorized official

Fund Available

 City Accountant

ALOBS NO. : _____
 Amount : _____

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

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.

REPUBLIC OF THE PHILIPPINES
PUERTO PRINCESA CITY) S S

Accepted by
MAR 19 2026
MARIANO B. MIRANDA
Manager

BEFORE ME, a Notary Public for and in the City of Puerto Princesa, Philippines on this _____ day of _____, 2026, personally appeared MARIANO B. MIRANDA 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 0-0 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 MAR 19 2026 day of _____, 2026.

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Book No. : 12
Series of : 12

ATTY KERWIN ARNOLD MAWIE C. PALATINO
Notary Public for Puerto Princesa City, Mun. of Aborlan
Narra, Cuyo, Agutaya and Magsaysay, Palawan
HPL No. 2025-003, Until December 31, 2026
Roll No. 67119 / ISP No. 590737 / Jan. 7, 2026
PTR No. 2303100 / Jan. 5, 2025 / PPC
MCLE Compliance No. VIII-0026593, until April 14, 2027
No. 146 Burgos Street, Bgy. Masipag, Palawan