



PURCHASE ORDER

PO Number PO002898

(Please quote this number on all related correspondence, delivery/shipping papers and invoice)

TO: TANAY HIGHLANDS CORPORATION KM 57 MARCOS HWAY SITIO MAYAGAY SAMPALOC Contact Name: Tel No.: Email Address: TIN: 6025436540001	DELIVER/SHIP TO: Bases Conversion and Development Authority 2F Bonifacio Technology Center 31st Street corner 2nd Avenue BGC Taguig NCR 1634 Contact Name: Procurement Division Tel No.: 8575-1700 Fax No.: 8816-0978 TIN: 002-219-694-000
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PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Delivery Term	Payment Term
12/27/2022	0002532	Human Resource Management Department	Lease of Venue	one (1) day	CREDIT 30
Item	Quantity	Unit	Description	Unit Cost	Amount
1	1.00	LOT	LEASE OF VENUE	112,250.00	112,250.00

EXECUTIVE OFFICES TEAMBUILDING
 DECEMBER 28, 2022
 55 PARTICIPANTS
 VENUE AND MEALS

NOTE: PSD-PURCHASE REQUEST NO. 0003609
 LEASE OF VENUE FOR THE TEAM BUILDING OF EXECUTIVE OFFICES

PESOS: ONE HUNDRED TWELVE THOUSAND TWO HUNDRED FIFTY AND 00/100 PESOS ONLY	112,250.00
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Terms and Conditions:

This Purchase Order (PO) shall be governed by the General Terms and Conditions printed at the back hereof

Note: Please attach the original copy of this order together with the DELIVERY RECEIPT and SALES INVOICE in the triplicate.

FUNDS AVAILABLE:

Sherryl T. Corpuz
SHERRYL T. CORPUZ
 Officer-In-Charge
 Budget and Revenue Allocation Department

Approved by:

Patrick Roehl C. Francisco
PATRICK ROEHL C. FRANCISCO
 Officer-In-Charge, OSVP-CSG

Recommended by:

Almira S. Clarianes
ALMIRA S. CLARIANES
 Officer-In-Charge, PPMD

I hereby certify that I am authorized representative of the company and that by affixing my signature, I bind the company I am representing to the terms and conditions of the PO and all applicable provisions of RA 9174 and its revised IRR and other applicable government rules.

I further certify that the above prices, which were quoted in the Request for Quotation (RFQ), are inclusive of all taxes, freight, insurance and all other incidental expenses necessary for its delivery.

CONFORME:

Adrian Corpuz
ADRIAN CORPUZ

Date Received: 27 Dec 2022

Printed Name and Signature of Authorized Representative

(The supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within five (5) working days after issuance.)

KINDLY REFAX TO 5751785 OR EMAIL TO

ifdavid@bcda.gov.ph

THANKS.



TERMS AND CONDITIONS

1. Obligations of Supplier (Awardee)

- a. Cause the signing of the approved Purchase Order (PO) by the authorized representative of the company.
- b. Deliver the Goods within the agreed date of delivery, reckoned from the date the PO was signed in "Conforme" by the authorized representative of the supplier.
- c. Submit the original copy of the PO supported by the Delivery Receipt and Sales Invoice (in triplicate) for the processing of payment.

2. Obligations of BCDA

- a. Acknowledge receipt of Goods delivered, if found in accordance with the technical specifications.
- b. Pay the Supplier according to the terms of Payment in the PO.
- c. Facilitate of Issuance of gate pass, if necessary.

3. Penalty Clause

- a. Liquidated damage in the amount of one-tenth (1/10th) or one percent (1%) of total value of the contract shall be deducted for each day of delay and failure of the contractor/supplier to make the delivery within the specified date of each delivery.
- b. In case of partial delivery a liquidated damage in the amount of one tenth (1/10) or one percent (1%) of total value of the undelivered portion of the contract shall be deducted for each day of delay for failure of the contractor/supplier to to make the delivery within the specified date of each delivery.
- c. Facilitate of Issuance of gate pass, if necessary.

4. Contract Termination

The BCDA may terminate the contract for the reason of default in any of the following conditions:

- a. Failure by the winning supplier to accept the award or refusal to sign the PO in "Conforme by" the authorized representative.
- b. Outside of force majeure, failure of the Supplier to deliver or perform any or all of the Goods within the period(s) specified in the contract, or within the extension thereof granted by the BCDA pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price (Section IIIA. 1.b, Appendix 4 of the revised IRR).
- c. As a result of force majeure, failure of the Supplier to deliver or perform any or all of the Goods, amounting to at least (10%) of the contract price, for the period of not less than sixty (60) calendar days after receipt of the notice to the BCDA stating that circumstance of force majeure is deemed to have ceased (Section IIIA. 1.b, Appendix 4 of the revised IRR)
- d. Failure of the Supplier to perform any other obligations under the Contract (Appendix 4, Section IIIA. 1.C, Appendix 4 of the revised IRR).

5. Blacklisting of Supplier

For refusal to accept an award, or enter into contract or perform the obligations as agreed, without justifiable cause after it has been adjudged as having the Lowest Calculated and Responsive Bid (LCRB), BCDA shall include the winning Supplier in the list of BCDA Blacklisted Suppliers for the period of one (1) year.

27 December 2022

TANAY HIGHLANDS CORPORATION
Km 57 Marcos Highway Sitio Mayagay Sampaloc

Subject: **NOTICE OF AWARD**
Procurement of Lease of Venue for the Executive Office Team Building

Dear **Mr. Cruz**:

We are pleased to notify you that the contract for the Procurement of Lease of Venue for the Executive Office Team Building is hereby awarded to **TANAY HIGHLANDS** having adjudged its bid as the Lowest Calculated and Responsive Quotation for a contract price amounting to **ONE HUNDRED TWELVE THOUSAND TWO HUNDRED FIFTY AND 00/100 PESOS ONLY (₱112,250.00)**.

You are therefore required, within ten (10) calendar days from receipt of this Notice of Award to formally enter into a contract with BCDA through a Purchase Order. Failure to enter into the said contract shall constitute sufficient ground for the cancellation of this Award.

Please indicate your concurrence by signing the Notice of Award on the space below "Conforme" and return the same upon signing.

Thank you.

Very truly yours,


PATRICK ROEHL C. FRANCISCO
Officer-in-Charge, OSVP-CSG

Conforme:


ADRIAN CRUZ
Authorized Representative
TANAY HIGHLANDS CORPORATION
Date: 27 DEC 2022

NOTICE TO PROCEED

27 December 2022

TANAY HIGHLANDS CORPORATION
Km 57 Marcos Highway Sitio Mayagay Sampaloc

Dear **Mr. Cruz**:

With the approval of the attached Purchase Order (PO) No. 002898, notice is hereby given to **TANAY HIGHLANDS CORPORATION** to proceed with the supply and delivery Lease of Venue for the Executive Office Team Building according to the terms and conditions of the said PO on 28 December 2022

Please indicate your concurrence by signing the Notice to Proceed on the space provided below and return the same upon signing.

Thank you.

Very truly yours,


PATRICK ROEHL C. FRANCISCO
Officer-in-Charge, OSVP-CSG

Conforme:


ADRIAN CRUZ
Authorized Representative
TANAY HIGHLANDS CORPORATION
Date: 28 DEC 2022