



CONTRACT / PURCHASE ORDER

COW OFFICE AND COMPUTER SYSTEM CORPORATION
#4 Catahna Subdivision GSIS Road, Rosario
Pasig City, Metro Manila
Tel. No. (02) 79335943
TIN

Reference No.
Date
RFQ No.
Mode of
Procurement

2021-FAG(002)-NPSVP020-PO18
May 10, 2021
2021-FAG(002)-NPSVP-020
Negotiated Procurement - Small Value
Procurement

Please deliver the hereunder listed articles/supplies/materials in accordance with the description and technical specifications stated in the above-referred Quotation subject to its Terms and Conditions.

| Item | QTY. | UOM | ARTICLES / DESCRIPTION | UNIT PRICE | TOTAL PRICE |
|------|------|-----|--|-------------|-------------|
| - | 1 | lot | CIC Office General Cleaning and Disinfection Services *4th floor (303 sqm) and *6th floor office space (703 sqm) | ₱ 63,777.54 | ₱ 63,777.54 |

Terms of Payment: Payment shall be made on a quarterly basis within thirty (30) calendar days upon inspection and acceptance of each quarter general cleaning and disinfection service.

Price Validity: Thirty (30) calendar days **Total Amount** **Php 63,777.54**

Delivery Schedule:
Q1 - within 1st week of May 2021
Q2 - within 4th week of July 2021
Q3 - within 4th week of October 2021
Q4 - within 4th week of January 2022

Delivery Place:
6th Exchange Corner Building, V.A. Rufino St. cor. Esteban St., Legazo Village, Makati City

Subject to the Provisions under RA 9184 and its Revised IRR

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

Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference
RA 9337 Tax Revenue Nos. 16-05, 14-02, 12-01 and 2-96

Certified Correct: *[Signature]* **PHOEBE ANN R. WAGAN** 5/11/2021
Administrative Services Officer V Date

Funds Available: **Php 63,777.54**
[Signature] **MARIA SIENA M. CABASIS** 5/11/21
Acting Chief Accountant Date

Approved by:
[Signature] **ATTY. BEN JOSHUA A. BALTAZAR** 18 May 2021
President and Chief Executive Officer Date

Merchant's copy received by:
[Signature] **JHARMA MAE BICERA** MAY 26, 2021
Signature over name in print Date