

**PURCHASE ORDER**  
NATIONAL MUSEUM OF THE PHILIPPINES

Supplier: CRON OFFICE SYSTEMS INC.

Address: No. 346 Brgy. San Juan Taytay, Rizal

T.J.N. : 763-953-196-000

Gentlemen

P.O. No. **2022-08-0064**

Date: September 15, 2022

Made of Procurement: Shipping

Please furnish this Office the following articles subject to the terms and conditions contained herein

Place of Delivery: Supply Management Section  
Delivery Period: 7 days (50) Calendar days upon the receipt of this Purchase Order

Delivery Term: Free Delivery  
Payment Term: Charge

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>PROCUREMENT OF OFFICE CONSUMABLE SUPPLIES AND MATERIALS FOR THE 3rd QUARTER OF 2022</b>	1		<b>78,862.50</b>
	piece	3V lithium CR123A batteries	6	472.50	2,835.00
	piece	8 pcs set black technical pens (water and fade proof)	2	390.00	780.00
	piece	622 Alkaline Battery TV	9	102.00	918.00
	piece	Ballpen, black, 0.5 mm	25	37.50	937.50
	piece	Ballpen, blue, 0.5 mm	26	37.50	975.00
	roll	Barcode Sticker, 1.172 inches width x 3/4 height, 1-inch core diameter, 2.5 mm gap, 1 out, semi-rigid corner, non-coarable, non-erasable, strong adhesive, can stand hot and cold temperature with nooburn, face cut, 1-inch core	4	396.00	1,584.00
	pack	Blotting paper, acid-free	1	463.50	463.50
	ream	Bond Paper, A3 (11.7 x 16.5), 50s 20/70 gm, 500 sheets (1 ream)	3	644.00	1,932.00
	pack	Clear sheets for A4 pack of 100	10	376.00	3,760.00
	pack	Clear sheets for legal pack of 100	10	376.00	3,760.00
	roll	Double adhesive tape, thin (18 mm x 10 mm)	17	21.00	357.00
	piece	Double-sided tape, 46 mm x 30 m	3	31.50	94.50
	roll	Double-sided tape, foam type, heavy-duty, high viscosity, 1 inch width	6	73.50	441.00
	piece	Double-sided tape, foam mounting tape, 24 mm x 5 meters or 3 meters	4	94.50	378.00
	piece	Gel pen, black, 0.5 mm	10	39.00	390.00
	piece	Gel pen, blue, 0.5 mm	6	39.00	234.00
	piece	Glue gun with hot/cold switch	2	123.00	246.00
	piece	Glue stick paste, white 26 g	5	31.50	157.50
	pack	Glue stick, multi-purpose adhesive, 50 gm (120 pcs)	29	132.00	3,828.00
	pack	Glue sticks (small) 6 pack, pack	40	31.50	1,260.00
	piece	Hardbound file folder (28.19 x 7.62 x 35.306 cm / 11.1 x 3 x 13.9 inches), color/blue	22	689.00	4,198.00
	roll	Kraft paper	7	867.00	6,069.00
	pack	Magnetic sheets with adhesives (10 sheets per pack)	4	609.00	2,436.00
	ream	Paper A3, 297 x 420 mm, white 70 gm (500 sheets)	2	966.00	1,932.00
		PR: 2022-05-0284, 2022-05-0286, 2022-05-0292, 2022-05-0317, 2022-05-0318, 2022-05-0319, 2022-04-0191, 2022-04-0187, 2022-05-0315, 2022-04-0168, 2022-03-0130, 2022-03-0165, 2022-04-0172, 2022-05-0398, 2022-05-0401 and 2022-06-0403			
		Reg. I, Banno, DPT, A, Daga, IABPP, N, Mham, EMSP, P, Unalok, SPO, N, Muroso, GMSD.			
		Page: 1 of 2.			
		<b>Seventy-eight Thousand Eight Hundred Sixty-two Pesos and 50/100</b>			

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

Conforme

*Michelle P. Crave*  
MICHELLE P. CRAVE

Signature over printed name of Suppliers

October 3, 2022

Date

Very truly yours

*Jeremy B. Barnes*  
JEREMY BARNES, CESO III

Director-General

Funds Cluster: 01

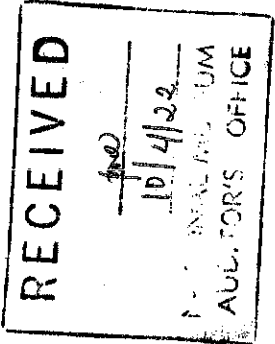
Funds Available: P78,862.50

ALVIN CARICORTES  
Accountant IV

Amount: P78,862.50

ORS/BURS No.: CR21010120220901366

Date of ORS/BURS No.: SEP 15 2022



# PURCHASE ORDER

NATIONAL MUSEUM OF THE PHILIPPINES

Entity Name

Supplier : CRON OFFICE SYSTEMS INC.

P.O. No. **2022-08-0064**

Address : No. 3-46 Brgy. San Juan Tapyay, Rizal

Date : September 15, 2022

T.I.N. : 763-953-196-000

Mode of Procurement : Shopping

Gentlemen

Please furnish this Office the following articles subject to the terms and conditions contained herein

Place of Delivery : Supply Management Section  
 Delivery Period : Thirty (30) Calendar Days upon the receipt of this Purchase Order

Delivery Term : Free Delivery

Payment Term : Charge

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	roll	submeter continued forward Paper tape, kraft, single-sided, self-adhesive, high viscosity, 2 inch width, 100 meters	3	375.00	39,840.00
	pack	Photo Paper, glossy, A4, 20 sheets per pack, ink-jet friendly	2	105.00	1,125.00
	pack	Photo Paper, matte, A4, 20 sheets per pack, ink-jet friendly	2	105.00	210.00
	pack	Photo Paper, white, matte, 10 pcs/ pack size legal	1	105.00	210.00
	roll	Plotter paper roll white super A4, width: 36" length: 50 yards	5	1,575.00	7,875.00
	ream	Premium smooth white paper 100g/m2 (100lbsm), 216 x 330 mm legal size 500 sheets/ ream	2	1,650.00	3,300.00
	pack	PVC binding cover, clear, legal size, 100/pack (acetate)	1	1,146.00	1,146.00
	bundle	PVC binding element (ring), black, 28 mm (1 1/8"), 10 pcs/ pack/ bundle, 122 cm long 84 rings	1	315.00	315.00
	bundle	PVC binding element (ring), black/ blue, 2" diameter, 10 pcs/ pack/ bundle, 122 cm long 84 rings	2	210.00	420.00
	set	Rechargeable batteries wr. charger for AA & AAA batteries	2	1,740.00	3,480.00
	piece	Rechargeable Li-ion battery (NIMH) 15.7 DV 1900 mah	1	945.00	945.00
	piece	Slide-clip, 3 inch lever arch PVC file folder black (set)	30	189.00	5,670.00
	piece	Slide-clip, 3 inch lever arch PVC file folder black (legal)	30	252.00	7,560.00
	piece	Sign pen, black, broad, metal point/ large 1.0 mm (ODG)	7	100.50	703.50
	piece	Sign pen, green, 0.5 mm	8	39.00	312.00
	pack	Sticker paper glossy A4 (100 pcs per pack)	2	66.00	132.00
	pack	Sticker Paper, glossy, white, A4, 10 sheets per pack, ink-jet friendly	5	66.00	330.00
	pack	Sticker Paper, matte, white, A4, 10 sheets per pack, ink-jet friendly	5	66.00	330.00
	pack	Sticker paper, white, matte, 10 pcs. Per pack, legal size	1	66.00	66.00
	pack	Sticker paper, white, matte, 10 pcs per pack, A4 size	5	66.00	330.00
	piece	Technical pen, 0.3 mm	2	118.50	237.00
	roll	Trash bag black (Medium 22" x 24", 25 pcs per roll)	5	189.00	945.00
	roll	Trash bag black (XL 30" x 37", 10 pcs per roll)	4	819.00	3,276.00
		PRG: 2022-05-0284, 2022-05-0286, 2022-05-0292, 2022-05-0317, 2022-05-0318, 2022-05-0319, 2022-04-0191, 2022-04-0191, 2022-04-0199, 2022-05-0315, 2022-04-0186, 2022-03-0190, 2022-03-0166, 2022-04-0172, 2022-08-0098, 2022-08-0401 and 2022-08-0403			
		Rep. I. Silano, 200, A. Jara, 14889, M. Jara, 14890, F. Onelio, 200, A. Jara, 14890			
		Page 2 of 2			
		<b>Seventy-Eight Thousand Eight Hundred Sixty-Two Pesos and 50/100</b>			
		Total			<b>P78,862.50</b>

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

Conforme

*Handwritten Signature*

NICKIE P. CRUZ  
 Signature over printed name of Suppliers

October 2, 2022  
 Date

Very truly yours

*Handwritten Signature*  
**JEREMY BARNES, CESO III**  
 Director General

Funds Cluster : 01

Funds Available : P78,862.50

ORS/BURS No. : CR101101202209101366

Date of ORS/BURS No. : SEP 15 2022

Amount : P78,862.50

ALVIN CAROL C. FORTES  
 Accountant IV

bae

RECEIVED

*Handwritten Signature*  
10/4/22  
 NATIONAL MUSEUM  
 AUDITOR'S OFFICE

**TERMS AND CONDITIONS  
(PURCHASE ORDER)**

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND SHALL BE EFFECTIVE UPON SIGNING OF BOTH PARTIES AND END UPON THE LAST DELIVERY OF THE GOODS AND ACCEPTANCE THEREOF BY THE PROCURING ENTITY.
2. The Bidding documents, Supplier's bid, including the Eligibility, Technical and Financial Proposals, Notice of Award with the Supplier's Acceptance and other documents which are not mentioned herein but part of the bidding requirements/process shall form part of this Purchase Order (P.O.).
3. AWARDER, CRON OFFICE SYSTEMS INC., shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the AWARDER to comply with the same shall be ground for cancellation of the award and in case stated, the Contract shall be awarded to the bidder with the Next Lowest Responsive Bid as determined by the NATIONAL MUSEUM OF THE PHILIPPINES Bids and Awards Committee and approved by the HOPE.
4. The Goods shall be delivered by the AWARDER at the National Museum of Fine Arts Building located at P. Burgos Drive, Rizal Park, Manila during weekdays from 9:00 AM to 2:00 PM.  
The delivery schedule as indicated in this P.O. may be modified at the option of the National Museum of the Philippines, with prior notice, written or verbal, to the AWARDER.
5. The delivery shall be extended subject to the approval by the Head of the Procuring Entity (HOPE) and if warranted under the law, if the AWARDER has not completed the delivery within the period stated in the P.O., this Contract shall be cancelled and the undelivered balance shall be withdrawn from the AWARDER, without prejudice to the imposition of liquidated damages in accordance with Section 59 of the IRR of R.A. 9184. The National Museum of the Philippines shall then purchase the required items from such other source(s) as it may determine, with the difference in cost to be charged against the DEFALTING AWARDER. Refusal by the DEFALTING AWARDER to shoulder the price difference shall be ground for its disqualification from the future bids of the same Goods without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.  
The imposition of liquidated damages in all instances shall be automatic except upon prior request for extension and approval thereof by the National Museum of the Philippines before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.
6. The acceptance by the National Museum of the Philippines of the Goods delivered by the AWARDER shall be deemed acceptance as to the quantity only. Inspection as to the Goods compliance with the technical specifications, and their order and condition, will be done in the presence of the representatives of both AWARDER and the National Museum of the Philippines within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorized representative of the AWARDER. The inspection will push through even in the absence of the AWARDER's representative if the latter was duly notified. The results of the inspection conducted by the National Museum of the Philippines in the absence of the AWARDER or its representative shall be final and binding upon the AWARDER.
7. Rejected deliveries shall be construed as non-delivery of the Goods, so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under Item no. 5 hereof.
8. The AWARDER warrants that the goods subject of this P.O. are new and free from any defects both in workmanship and materials. Further, the AWARDER warrants that it shall replace, repair or refund the purchase price of defective goods delivered to and received by National Museum of the Philippines. The AWARDER further warrants that it shall comply with the conditions, specification and requirements as stated in the Bid proposal. Bid documents which are not mentioned herein. The obligation for the warranty shall be covered by a retention money or a special bank guarantee to an amount equivalent to at least one percent (1%) of the total contract price. If the AWARDER spent for retention money, the latter shall be deducted from the total payment. Said retention money or special guarantee shall only be released one (1) year after acceptance by National Museum of the Philippines of the goods without prejudice to the warranty mentioned in the Bid Proposal of the AWARDER. No other warranty, express or implied, shall be deemed made by the AWARDER and none shall be imputed or presumed.
9. For the full, faithful delivery of the goods called for under this P.O., National Museum of the Philippines shall pay the AWARDER a fixed amount of *Seventy-Eight Thousand Eight Hundred Sixty-Two Pesos and 56/100* Philippine Currency, inclusive of all applicable taxes. The manner of payment shall be in accordance with the Accounting Rules and Regulations subject to the retention of six percent (6%) withholding tax to be remitted directly by the National Museum of the Philippines to the Bureau of Internal Revenue (BIR). All duties, excise and other taxes and revenue charges, if any, shall be for the AWARDER'S account.
10. This P.O. contains the entire agreement between the parties and supersedes and replaces all such prior agreements with respect to matters expressly set forth herein. No modifications shall be binding upon the parties and their respective executives, administrators, successors, assigns and personal representatives.
11. In case of dispute, the parties agree that enforcement of the terms and conditions contained on this P.O. shall be brought before the Court of competent jurisdiction in the City of Manila.
12. Hereunder, representatives of CRON OFFICE SYSTEMS INC., warrants that they have authority to enter into and perform their obligations under the contract and that they are validly authorized to execute, deliver, and perform the obligations subject hereof.
13. The contract for this project was prepared on \_\_\_\_\_ within the prescribed period provided in the Revised Implementing Rules and Regulations of RA 9184.
14. This Purchase Order shall also serve as Notice to Proceed.

CONFORME

  
NICOLE P. CAB  
AWARDEE



**PAMBANSANG MUSEO NG PILIPINAS**  
**NATIONAL MUSEUM OF THE PHILIPPINES**

**NOTICE OF AWARD**

**NICLE P. CRUZ**

Duly Authorized Representative  
CRON OFFICE SYSTEMS INC.  
No. 346 Brgy. San Juan  
Taytay, Rizal

Dear Ms. Cruz,

The National Museum of the Philippines is pleased to inform you that the Project, **PROCUREMENT OF OFFICE CONSUMABLE SUPPLIES AND MATERIALS FOR THE 3rd QUARTER OF 2022**, is awarded to **CRON OFFICE SYSTEMS INC.**, with a contract amount of **Seventy-Eight Thousand Eight Hundred Sixty-Two Pesos and 50/100 (PHP 78,862.50)**.

You are therefore required to submit your confirmation of acceptance within three (3) working days from receipt of this Notice.

Failure to provide the above-mentioned confirmation of acceptance shall constitute a sufficient ground for cancellation of this award.

Done this 15 day September 2022

Thank you.

Conforme:

**NICLE P. CRUZ**

Duly Authorized Representative  
CRON OFFICE SYSTEMS INC.

Date: September 15, 2022

**JEREMY BARNES, CESO III**  
Director-General



PAMBANSAING MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES

Supply Management Section

**PROCUREMENT OF OFFICE CONSUMABLE SUPPLIES AND MATERIALS FOR THE 3rd QUARTER OF 2022**

Project

Project Location

Approved Budget for the Contract (ABC)

Abstract No.

National Museum Central Office

138,236.25


AOQ 2022-08-0081

**ABSTRACT OF QUOTATION**


ELIGIBILITY DOCUMENTS		Jarhens Trading	Cron Office Systems Inc.	Nobel's General Merchandise
1	PhilGEPS Certificate of Registration Number	Complied	Complied	Complied
3	Mayor's/Business Permit	Complied	Complied	Complied
5	Revised Omnibus Sworn Statement	Complied	Complied	Not Complied
6	Total Bid (Php)	₱128,110.00	₱78,862.50	₱131,615.55
REMARKS		Passed	Lowest Calculated and Responsive Bid	Failed

Done this 9<sup>th</sup> day of Sept. 2022.

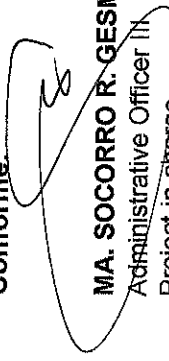
Prepared by:

  
**BERNIE A. EROLES**  
Information Officer I

Approved by:

  
**ANA CONCEPCION M. PIANG**  
Administrative Officer V - SMS

Conforme:

  
**MA. SOCORRO R. GESMUNDO**  
Administrative Officer III  
Project-in-charge