

A modernized and credible customs administration that upholds good governance and is among the world's best

NOTICE OF AWARD

SUN ALEXIS MARIE U. HONG S.U. HONG ARCHITECTURAL DESIGN

Blk-3, Lot-18, Burgundy Homes, San Jose Patag, Santa Maria, Bulacan

Dear Ms. Hong:

We are pleased to inform you that the contract for the project "Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building" as per Bureau of Customs – Canvass Committee Resolution No. 2025-04, is hereby awarded to your company in the amount of Nine Hundred Ninety-Seven Thousand Thirty-Three Pesos and 59/100 (Php997,033.59).

In this regard, you are hereby required to sign the Purchase Order within five (5) calendar days upon receipt of this Notice.

Very truly yours,

ATTY. ERWIN T. MENDOZA

Deputy Commissioner, Internal Administration Group

Received by: SUN ALEXIS MARIE U. HONG

Date: April 21, 2025

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

Unit

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Quantity

Mode of Procurement: Small Value Procurement

Gentlemen:

Stock No.

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

Place of Delivery:

Work Duration: Payment Term: 90 calendar days

Unit Cost

Amount

997,033.59

Date of Delivery

Description Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building

A. GENERAL CONDITIONS

Complete all works for the project "Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building" including supply of all materials, equipment, and systems, as well as the performance of all necessary labor and processes, in accordance with the plans, specifications, the Bidding Documents, the Terms of References and other related contract documents.

The contractor is not limited to the scope of works listed. He should verify all plans and actual conditions for the necessity of work. If the actual situation calls for demolition, removal, and relocation he shall include such and all concomitant works to finish as part of the scope of work.

Any discrepancies found between the drawings and specifications and the site conditions or any errors or omissions in the drawings or specifications should be clarified with General Services Division (GSD) Architect /Engineer.

Should the contractor fail to verify or clarify discrepancies, errors, conflicts, or omissions in the drawings and specifications, it shall be deemed that the contractor has included in the preparation of his bid the necessary works, materials, or items needed to satisfy the general scope of works.

B. SCOPE OF WORKS

Mobilization

- Preparation of logistics of contractor's equipment;
- Setting up of temporary facilities within the site;
- Setting up of necessary water and power lines required for C. the Project;
- Setting up of Temporary Fence Enclosure;
- Installation of Project Details Tarpaulin Signage; and e.
- Inventory of items to turn-over. f.

2. Site Works

- Site demolition and dismantling: a.
- b. Hauling of debris.

3. Masonry Works

Supply and laying of 4" Non-Bearing Concrete Hollow Block (CHB) including plastering as indicated in the plans.

4. Carpentry Works

Supply and installation of ceiling board with complete standard metal furring support on all ceilings as indicated in the plans and BOQ;

page 1 of 8

(Terms and Conditions stated at the back page of this P.O.)

Conforme:

MARRI HONL Signature over Printed Name of Supplier Very truly yours,

ATTY ERWIN P. MENDOZA Deputy Commissioner Internal Administration Group

Date

DIVINA A. PANDO

ALOBS No.: 02 - 64 0101- 2025-04-0724

Amount:

997.033.59

Funds Available:

Chief, Accounting Division

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

P.O. No.:

2025-03-0032

Date :

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery:

Work Duration:

90 calendar days

te of Delive			Payment Term:			
ock No.	Unit	Description	Quantity	Unit Cost	Amount	
		Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for				
		the 1st and 2nd floor in the CRIC Building				
		the 1° and 2° floor in the CRIC Building				
		F. Tiling Works				
		5. Tiling Works				
		Supply and replace all damaged, missing, dilapidated, and affected wall and floor tiles as indicated in the plans and	* 11			
		affected wall and floor tiles as indicated in the plans and				
		6 Decree				
1		Doors Supply and installation of all doors with corresponding door				
		 Supply and installation of all doors with corresponding door jambs as indicated in the plans and BOQ; 				
		b. Supply and installation of glass windows as indicated in the				
		plans and BOQ;		11,		
		plans and boo,				
		7. Electrical and Auxiliary Works			10. 0	
		a. Dismantling of existing lighting fixture, wiring devices,				
		roughing-ins/raceways, and accessories;				
		b. Supply and installation of complete electrical system as				
		indicated in the plans;				
		c. Supply and installation all lighting fixtures as shown on the				
		Reflected Ceiling Plan (RCP) or as specified by the architect				
		and/or End-user's representative;				
		d. Supply and installation of wiring devices, switches, outlets,				
		and accessories as indicated in the plans and BOQ;				
		e. Supply and Installation of new exhaust fan for comfort room				
		and pantry as indicated in the plans;				
		f. Complete testing and commissioning of all electrical				
		lighting, power and auxiliary systems using valid calibrated test				
		equipment's with GSD representative;				
		g. Submission of all test reports;				
		h. All Wiring Devices (Convenience Outlet, Lights, Switches,				
		and Data/Tel) and Distribution Boards/Sub-Main Distribution				
		Board Shall be labelled using labelling machine as per Electrical Design Plan; and	0 70			
		i. Securing of electrical wiring permit and certificate of electrical inspection.				
		Cicci ital inspection.				
		8. Plumbing Works				
		a. Supply, installation and replacement of existing plumbing				
		fixtures as indicated in the plans and BOQ;				
		b Cumply and installation of other bathroom first was and airs		1.3		
		 Supply and installation of other bathroom fixtures and pipe fittings as needed in relation to the plumbing works in the plans; 				
		 Installation and replacement of existing damage pipes; 				
		d. De-clogging of pipes and siphoning of existing septic tank;				
		e. Tapping of new downspout to existing main downspout; and				
		f. Any necessary fittings and accessories not indicated in the				
		plans shall be provided to complete the installation.				
		page 2 of 8				
		page 2 of 0	L			

Conforme:

Sun MEXIS MAP U. TON 6

Signature over Printed Name of Supplier

Very truly yours,

ATTY. ERWIN T. NENDOZA

Deputy Commissioner Internal Administration Group

Date

Funds Available:

Mem av

Chief, Accounting Division

ALOBS No .: 62-04-07-77

Amount:

997,033.59

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery:

Work Duration:

90 calendar days

,			Payment Term: 90 calendar days			
		Description		Unit Cost	Amount	
Stock No.	Unit	Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2st floor in the CRIC Building 9. Painting Works a. All surface defects shall be repaired, and all surfaces shall be scraped to remove deteriorated coatings and other deleterious materials. Surfaces shall then be cleaned with steam or with a commercial cleaner to remove all grease, oil, and chemical residues; b. Prior to painting works, surfaces on masonry, wood, and metal must be free from any dirt, grease, old paint, and rust, eliminate loose or peeling paint, and get rid of rust deposits before applying primer/putty and paint finish; c. Painting of furniture, walls, and ceiling as indicated in the plans and BOQ; and d. Contractor shall ensure that all delivered painting materials to the work site shall be in original containers with seals and labels intact. Containers shall not be opened until after they have been inspected by the End-user or its duly authorized representative. 10. Demobilization a. Turn-over of items covered by inventory submitted during mobilization; b. General Site Cleaning; c. Submit working drawings (as-built plan) of the following: - Architectural - Structural - Electrical & Auxiliary - Plumbing d. Hauling of debris and materials from the project site to the appropriate disposal area; and e. Removal and hauling of tools and equipment from the project site. 11. Permits, Licenses, and Taxes a. The contractor shall secure and pay all permits, fees, licenses, taxes, etc. necessary for the execution of the general construction works for the project. b. The contractor shall prepare the complete Contract Documents consisting of detailed designs and construction drawings (architectural, electrical, structural, mechanical, plumbing/sanitary, electronic and communication layout) in accordance needed by the Municipal Engineering Office for the building permit purposes; and c. The contractor shall prepare a weekly progress report which shall include an overall progress c	Quantity	Unit Cost	Amount	

(Terms and Conditions stated at the back page of this P.O.)

Conforme:

Sun flexis unfait W. from
Signature over Printed Name of Supplier

Very truly yours,

ATTY. ERWIN T MENDOZA

Deputy Commissioner, Internal Administration Group

Date

Funds Available:

DIVINA A. PANDO chief, Accounting Division ALOBS No .: 02 - 0101101 - 2024 . 04 - 0777

Amount: 997,033.59

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

Unit

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Mode of Procurement: Small Value Procurement

Quantity

Gentlemen:

Stock No.

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

Place of Delivery:

Work Duration: Payment Term: 90 calendar days

Unit Cost

Amount

Date o	of Delivery	:

Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building

Description

The contractor shall submit an International Organization for Standardization (ISO 9001:2015) Certificate in construction and contracting issued by an ISO certifying body.

Payment Terms

The Schedule of Billing specified in the table below shall be followed by the contractor:

Order of Billing	Project Accomplishment		
First (1 st) Billing	At least 50% of the work has been accomplished		
Second (2 nd) Billing	At least 80% of the work has been accomplished		
Final Billing	100% accomplished		

C. SPECIFICATIONS

All drawings, whether small scale or detailed drawings, are intended to work in unison with the specifications and to form part thereof, when figures are given, they are to be followed in preference to measurement by scale. Anything shown in the drawings but not mentioned in the specifications (or vice-versa) or anything not expressively set forth in either (but which is reasonably implied) shall be furnished and installed as thought specifically shown in mentioned both.

Pre-Construction Phase Guidelines

- A joint site inventory must be conducted and signed by the contractor, GSD, and end-user:
- The contractor must submit to GSD his Program Evaluation Review Technique (PERT) Chart before the start of the project;
- The contractor must submit to GSD the list of manpower that shall be utilized for the project along with their respective

Implementation Phase Guidelines

- The contractor must submit Weekly Progress Reports as mentioned in Item B.11.c of this document including photo documentations and weather update to GSD;
- The contractor must submit weekly their daily list of manpower;
- The project manager, who must be a technical professional, must be present at the project site at all times to properly monitor/oversee the project as technical representative of the contractor's side;
- The BOC, thru its Technical Inspection and Acceptance Committee (TIAC) for Civil Works, reserves its right to conduct monitoring inspection, aside from the inspections for billing purposes. The project manager must always be present, especially during inspections for billing purposes, to ensure proper communication instead of relying on the foreman or laborers only;

page 4 of 8

(Terms and Conditions stated at the back page of this P.O.)

Conforme:

Very truly yours,

ATTY. ERWIN T MENDOZA Deputy Commissioner, Internal Administration Group

Date

Signature over Printed Name of Supplier

DIVINA A. PANDO

ALOBS No .: 02-011111-202x-04-07-077

Amount:

997,033.54

Funds Available:

Chief, Accounting Division

Bureau of Customs

Agency

Supplier: T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

624-918-896-000

Work Duration:

90 calendar days

Place of Delivery:			30 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
	-	Description		Unit Cost	Amount		
Place of Delive Stock No.		Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building e. The approved floor plan and perspective drawings must be posted on a wall or board so that they are readily available and visible whenever necessary; f. Materials to be used in the construction/renovation must follow those specified in this document (Scope of Works), the drawings, and/or the BOQ. The Contractor must first secure proper approval of materials to be installed via a written document duly approved by both the end-user and GSD. Any change in materials must also have proper indorsement thereafter. g. All testings/activities (e.g., waterproofing test, leak test, slump test, continuity test, insulation resistance test, earthing test, pest control chemical certificate, etc.) conducted by the contractor must be done with the presence of a GSD Engineer/Architect. Corresponding reports must be submitted to GSD for documentation and validation within three (3) calendar days upon completion of the said testing/activity; and h. Punchlisting shall be conducted upon 95.00% completion as ascertained by the TIAC. 3. Masonry a. 4" CHB shall have a minimum plaster thickness of ½" on both side; b. Wall reinforcement shall be 10mm diameter deformed bar spaced at every two layers of CHB horizontally and 600mm vertically; c. Cement shall be standard Portland cement, ASTM C, 150 – 68 TYPES 1; d. Mixture of mortar shall be Class C: one (1) part Portland cement and four (4) parts sand volume; and e. Mixture of concrete topping shall be one (1) part Portland cement and two (2) parts sand volume. 4. Carpentry Works All wood shall be treated with colorless anti termite wood	Work Duration: Payment Term: Quantity	Unit Cost	Amount		
		 c. Cement shall be standard Portland cement, ASTM C, 150 – 68 TYPES 1; d. Mixture of mortar shall be Class C: one (1) part Portland cement and four (4) parts sand volume; and e. Mixture of concrete topping shall be one (1) part Portland cement and two (2) parts sand volume. 4. Carpentry Works 	, +				
		Use 12mm MR Gypsum board for all Toilet and Pantry, 19x50x0.5mm Double Furring spaced @ 400mm on center, 12x38x0.8mm Carrying Channel spaced @ 1.2m on center, 25x25x0.5mm Wall angle along perimeter of the area, wood ceiling mouldings as shown/indicated in the plans and BOQ. 5. Tiling Works a. Floor i. The tiles and their accessories shall be free from imperfection that affects their quality, appearance, and strength. All tiles shall be set to correct grades and level true to lines, laid even. Submit Material for approval.	al?				
		page 5 of 8	-				
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(Terms and Conditions stated at the back page of this P.O.)

Conforme:

NAME OF SUPPLIES AND A SUPPLIES OF SUPPLIE

Very truly yours,

ATTY ERWIN T. MENDOZA

Deputy Commissioner Internal Administration Group

Date

Funds Available:

FILM 44 DIVINA A. PANDO

ALOBS No .: 02-07107107-2024-04-0774

Amount:

907, 133.19

Chief, Accounting Division

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery:

Work Duration:

90 calendar days

Date of Delivery :			Payment Term:			
				Unit Coat	A	
Stock No.	Unit	Description	Quantity	Unit Cost	Amount	
		Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for				
		the 1 st and 2 nd floor in the CRIC Building				
		the 1" and 2" floor in the CRIC Building				
		c have				
		6. Doors	l l			
		a. Door				
		i. All doors shall be solid panel door of appropriate size.				
l		ii. Unless otherwise specified and approved, brass,	, ,			
		chromed plated loose pin hinges, finely finished.				
		iii. At least three (3) pieces of hinges per leaf of doors for				
		2.10 meters height and 4 pieces of hinger per lead doors for 2.40				
		meters height. Use ball bearing hinges or approved equal.				
		iv. All doors shall be equipped with high grade, heavy duty				
		or standard cylindrical locksets, door closer and stopper. (Submit				
		material and accessories for approval).	3 1			
		7. Painting				
		Application of Plastered Paint Finish on all interior and exterior				
		walls/partitions, ceiling, and concrete surfaces within the scope				
		of the interior and exterior renovation works unless otherwise				
		indicated in the plans and specifications.				
		a. All paint and accessories, materials incorporated in or				
		forming a part thereof shall be subject to the approval and				
1		selection of color, tint, finish, or shade by the Architect.				
		b. Painting of all surfaces, except otherwise specified shall be				
		(3) coats work, one primer and two finish coats.				
		c. All paint materials shall meet the requirements of paint				
		materials under class A.				
		d. All surfaces to be painted shall be examined carefully	41			
		before beginning any painting work, and other trade works				
1		installed in workmanship condition to receive paint or ant				
		particular finish.				
		e. All paint materials shall meet the requirements of the	A			
		specifications set by GSD and shall be delivered on the job in the				
		original container, with labels intact and seal unbroken.				
		f. Concrete surfaces.				
		Latex paint shall be used, and preparation and application must				
		be according to the manufacturer's instructions.				
		g. Wooden and metal surfaces;				
		Automotive Lacquer paint shall be used, and preparation and				
		application must be according to the manufacturer's instructions.				
		Use spray paint.				
		h. Color pigments shall be used to produce the exact shades				
		of paint, which shall conform to the approved color scheme.				
		8. Plumbing Works				
		a. The work covered by this section consists of furnishing all				
		materials, labor, tools, and equipment in performing all				
		passessan, apprations for the installation of the complete				

(Terms and Conditions stated at the back page of this P.O.)

Conforme:

Name of Supplier

necessary operations for the installation of the complete plumbing system of applicable drawings. All plumbing works shall conform to the National Plumbing Code of the Philippines; All fixtures shall be separately trapped. The traps shall be

page 6 of 8

placed as near as possible to the fixtures;

Very truly yours,

ATTY, ERWIN T. MENDOZA Deputy Commissioner, Internal Administration Group

Date

Funds Available:

DIVINA A. PANDO Chief, Accounting Division

ALOBS No .: 02-0101101-2025-04-0377

Amount:

997,033.57

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

P.O. No.:

2025-03-0032

Date

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery: Date of Delivery:

Work Duration: Payment Term: 90 calendar days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		Renovation of the Toilet and Pantry Area of the Office of			
		the Director of Legal Services and the Public Toilet for			
		the 1 st and 2 nd floor in the CRIC Building	11		
			DF 8.1	E.	
		c. No fixtures shall be double trapped;	P 2	1 1	
		d. All horizontal waste or soil pipe shall have a minimum slope		V.	
		of two percent (2%).		9	
		e. All water line shall be Polypropylene Random Copolymer		1	
		(PPR) Pressure Nominal (PN) 20. Said pipes shall be pressure			
		tested before any cutting or installation is done.			
		f. All sanitary and drainage pipe shall be PVC series 1000. q. All Toilet shall have individual Ventilation Pipe, use AAV for			
		g. All Toilet shall have individual Ventilation Pipe, use AAV for kitchen sink.			
		RICHEH SHIK.			
		9. Electrical Works		-1	
		a. Quality Assurance - All materials to be used shall be new		9	
		and shall conform with the reference codes and standards. Use			
		of materials shall be further be governed by other requirements,			
		impose on other sections of these specifications. Materials shall		-	
		be subject to test necessary their fitness if so requires;		1.0	
		b. Alternate Materials - use of any material, not specified in			
		these specifications may be allowed provided such alternate has			
		been approved by the agency in accordance with generally			
		accepted standards;			
		c. Identification of Materials - Each length of pipe, fitting, box,	1 2 1 12		
		fixture, and device used in the electrical system shall have cast,			
		stamped or indelibly marked on it the manufacturer's trademark			
		or name, the weight, type and classes or product when so			a 1
		required by the standards mentioned above;			
		d. Wires and Cables			
		i. All wires shall be copper, soft-drawn and annealed, shall			
		be of 99% conductivity, shall be smooth and true and of the			
		cylindrical form and shall be within +/-1% variation of the actual			
		size called for.			
		ii. Wires and cables shall be plastic insulated for 600 volts			
		working pressure, type Thermoplastic High Heat-resistant Nylon-			
		Coated (THHN) unless otherwise noted.			
		iii. All wires and cables shall be color coded, color-coding		1)	
		of wires are as follows:			
		(a) Line 1 – red			
		(b) Line 2 – yellow	1. 3. 1.7		
1.0		(c) Line 3 – blue			
		(d) Ground - Green	i den e		
		iv. Minimum size of branch circuit wire shall be 3.5 mm2			V.
		v. Wires 3.5 mm2 and bigger shall be stranded.			
		e. Switches			
1		 Switches shall be flush mounted and rated at 15 			l

1	erms	and	Conditions	stated	at	the	back	page	of	this	P.O.	.)

Conforme:

SUN MERS er Printed Name of Supplier Signature

Very truly yours,

Date

ATTY, ERWIN T. MENDOZA Deputy Commissioner, Internal Administration Group

Funds Available:

DIVINA A. PANDO Chief, Accounting Division

ALOBS No.: 02-0701101-2025-04-07-7

Amount:

Switches shall be quiet type, spring loaded, and the

page 7 of 8

977,033.49

Bureau of Customs

Agency

Supplier:

T.I.N. :

S.U.HONG ARCHITECTURAL DESIGN

624-918-896-000

P.O. No.:

2025-03-0032

Date :

31-Mar-2025

Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery:

Work Duration:

90 calendar days

te of Delive			Payment Term:		
tock No.	Unit	Description Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for	Quantity	Unit Cost	Amount
		the 1 st and 2 nd floor in the CRIC Building			
		1.31			
		f. Receptacles i. Receptacles shall be duplex, flush mounted and rated at			
		10 Amps., 250 volts, parallel or tandem slots with grounding slots as required. All 110 volts receptacle outlets shall be rated 15 Amps, 120 volts. 220 volts receptacle outlets shall be distinct from the 110 volts receptacle outlets in terms of configurations and shall be provided with markings.			
		ii. Cover plates shall be subject to the approval of the Architect and the Engineer. Stainless steel cover plate shall			
		be required on all wet or damped area. iii. All receptacle outlets with Ground-Fault Circuit		. 0	
		Interrupters (GFCI) shall be rated for 250 volts application with a sensitivity setting of 300 milliamps.			
		nothing follows		6	
				2	
		gal - y		~	
		To 1		1	
			4		
		page 8 of 8		14.4.9	Park Ros
	nt in Words	Nine Hundred Ninety-Seven Thousand Thir tated at the back page of this P.O.)	ty-Three Pesos and 55	/100	997,033.59

Conforme:

Signature over Printed Name of Supplier

Very truly yours,

ATTY. ERWIN T. MENDOZA Deputy Commissioner, Internal Administration Group

for em ou Funds Available:

PIVINA A. PANDO Chief, Accounting Division

ALOBS No .: 02-64011 61 - 2025-04-077

977,033·V3

TERMS AND CONDITIONS (PURCHASE ORDER)

- 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 the AWARDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the BOC- Bids and Awards Committee and approved by the Commissioner of Customs.
- 3. The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring Entity's Administrative Service located at the Ground Floor, OCOM Bldg, Port Area, Manila not later than 10:00 am 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 shall be extended a maximum period of fifteen (15) calendar days to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchased order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE, without prejudice to the imposition of liquidated damages. The BOC 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 disqualified from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribe under R.A. 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 delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as schedule even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the result of the inspection conducted be 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 prescribe under item 4 hereof.
- 7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/ product(s) that may be discovered by the BOC within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment. The Goods to be delivered must comply with the minimum quality standards prescribed by existing laws, rules and regulations.
- 8. A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring 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 liquidated damages upon non-performance by the Supplier of any of its obligations under the contract.

The imposition of liquidation damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the schedule 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.

Series of 2025

10. The technical specifications, bid quotation and other documents required from the AWARDEE shall form part of this Purchase Order.

	Accepted By:
REPUBLIC OF THE PHILIPPINES) CITY OF STA. MARIA BULACAN	AWAR
BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who ackr of the entity that he represents.	day of, 2025, personally appeared known to me nowledge to me that the same is his free and voluntary act and deed and
This Instrument refers to a consisting of () pages included materials witnesses.	cluding this pages and its Annexes, signed by the parties and their
WITNESS MY HAND AND SEAL this	ATTY. SERVILLANO T. AGUSTIN NOTATA PUBLIC Until December 31, 2025 PTR Np. 1169202-0/102/24-Sta. Maria, Bulacan IBP No. 377488-12/28/23-Pasig City

MCLE No. VII-00188362-04/14/2025

Roll No. 40369



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NOTICE TO PROCEED

SUN ALEXIS MARIE U. HONG S.U. HONG ARCHITECTURAL DESIGN

Blk-3, Lot-18, Burgundy Homes, San Jose Patag, Santa Maria, Bulacan

Dear Ms. Hong:

The attached contract having been approved, notice is hereby given to *S.U. HONG ARCHITECTURAL DESIGN* that work may commence on the project "Renovation of the Toilet and Pantry Area of the Office of the Director of Legal Services and the Public Toilet for the 1st and 2nd floor in the CRIC Building" effective upon receipt and acceptance of this Notice.

You are responsible for performing the services in coordination with General Services Division (GSD) under the terms and conditions of the Purchase Order.

Very truly yours,

ATTY, ERWIN T. MENDOZA

Deputy Commissioner, Internal Administration Group

Received by: SUN ALEXIS MARIE U. HONG

Date: April 28, 2025