



**PURCHASE ORDER**  
**Small Business Guarantee and Finance Corporation**



17th and 18th Floors, 139 Corporate center Building, 139 Valero St., Salcedo Village, 1227 Makati City, Philippines  
 Telephone No.: (02) 751-1888; Website: www.sbgfc.org.ph; Email Address: sbcorporation@sbgfc.org.ph

Agency

Supplier : Elite Water Refilling Station	P.O. No. : 24-05-0135
Address : 2162 P. Binay St., Bangkal, Makati City	Date : 22-MAY-2024
TIN : 300793635000	P.R. No. : 24-05-0589
Mode of Procurement : NP-53.9 Small Value Procurement	Date : 23-MAY-2024

Gentlemen:

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

Place of Delivery : 17th, 18th & 19th Floor 139 Corporate Center Bldg., 139 Valero St., Salcedo Village, Makati City 1227	Delivery Term : FOB Destination
Date of Delivery : <u>One (1) year contract</u>	Payment Term: 20 Day(s) after delivery

Stock No.	Unit	Description	Quantity	Unit Cost (In Peso)	Amount (In Peso)
00018	Lot	<p>Supply and Delivery of Purified Drinking Water for SBCorp's Head Office and SLG use</p> <p>Period Covered: May 2024 to May 2025</p> <p>Price: Php35.00 per 5 gallons of purified drinking water</p> <p>Scope of the Project            The service provider shall deliver clean and safe purified drinking water to Small Business Corporation Head Office and SLG located at 17F, 18F and 19F, 139 Corporate Center, Valero St., Salcedo Village, Makati City.</p> <p>Detailed Specifications            Service provider shall ensure delivery of approximately 70 to 80 containers (5 gallons) in a week or 4,174 containers in one year, or as may be needed by SB Corporation, however, payment thereof will be based on actual consumption. Additional requirements are provided below:</p> <p>a.The Supplier shall provide the SB Corporation with free use of four (4) units of Hot and Cold-Water Dispenser.</p> <p>b.The Supplier must conduct quarterly maintenance and cleaning of all the dispensers including the water dispensers owned by SB Corporation. In the event that the previously issued dispenser/s can no longer be repaired, the supplier must replace the same without cost to SB Corporation.</p> <p>c.The Supplier shall provide technical services with immediate response time as much as possible within the day from the time of request by SB Corporation whenever there is a unit breakdown. Such technical services by the Supplier shall be free of charge.</p> <p>d.The Supplier shall always ensure the delivery of purified drinking water in a dent-free container using a vehicle suitable to quantity of product and provide the SB Corporation with at least five (5) containers as reserve.</p> <p>V.Warranty and After-Sales Service Requirements</p> <p>a.The Supplier complies with the provision of the Code of Sanitation of the Philippines as well as the provision of Administrative Order 2007-2022, Philippine National Standards for Drinking Water 2007 of the Department of Health.</p> <p>b.The Supplier shall furnish SB Corp with certified true copy of the latest test results on water sample as pro</p>	1	146,090.00	146,090.00



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***** NOTHING FOLLOWS *****					

One Hundred Forty Six Thousand Ninety Pesos Only 146,090.00

Certified Funds Available  CORAZON A. DIMAYUGA Group Manager	Certifying and Recommending Officer  ANTHONY F. SAMBAYO, JR. OIC	Approved By  JULIETA S. CALIMLIM Group Manager
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We declare it to be known and accepted by us that our failure to effect delivery of item(s) covered by this order within the period specified herein shall give the SB Corp. the right to cancel this order or make an open market purchase of the undelivered item(s) for which we agree to reimburse the corporation for all the payments made by it at the unit price quoted herein for the said undelivered item(s).

We further declare that failure to deliver item(s) within the specified delivery period may subject us to payment of liquidated damage in an amount equivalent to 1/10 of 1% of the total value of the undelivered item(s) for every day of non-delivery.

We shall submit upon delivery to facilitate payment of the corresponding bill:  
 Copy of purchase order and one (1) copy of the sales invoice(s) and delivery receipts.

Conforme:   
 Signature over Printed Name of the Supplier  
 PhilGEPs No.: 277367  
 Date: May 22, 2024