



JOHN HAY MANAGEMENT CORPORATION  
a member of The BCD Group

# PURCHASE/JOB ORDER

PO/JO Number: 2025-080

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

## TO:

CLEAN-TECH CLEANING SUPPLIES TRADING  
Lot 4 Block 14 Sampaguita NHA  
Tadiangan, Tuba Benguet

Contact Name:

Tel No.: 09154301286

TIN: 415-084-121-00000

## DELIVER/SHIP TO:

John Hay Management Corporation  
JHMC Office Complex  
JHSEZ Loakan Road  
Baguio City 2600  
Contact Name:

Tel No.: 074-444-5823

Fax No.: 074-444-5823

TIN: 004-025-168-000

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
6/26/2025	0001234	EAMD-EMD	SVP	7/21/2025	TWENTY (20) DAYS UPON RECEIPT OF PO	COD

Item	Quantity	Unit	Description	Unit Cost	Amount
1	2.00	ITEM	Heavy duty grass cutter,Kawasaki K TD-40 2-Stroke Grass Cutter	12,350.00	24,700.00 * ICC
2	100.00	ITEM	Sacks, compost	115.00	11,500.00
3	50.00	PIECE	Plastic flower pot ( white and large size), heavy duty	125.00	6,250.00
4	1.00	PIECE	Measuring wheel, heavy duty,ergonomic handle design foldable easy to carry	1,480.00	1,480.00
5	100.00	SET	Gloves, Oil-resistant, abrasion-resistant, non-slip, nitrile butadiene-gloss coated gloves,more breathable, tear resistant	50.00	5,000.00
6	10.00	SET	Nylon wire for grass cutting, roll, 2.0mm-3.0mm	500.00	5,000.00
7	7.00	PIECE	Heavy duty, durable plastic plastic rakes	450.00	3,150.00
8	10,000.00	PIECE	Polyethylene bags (3x3x6), seedling bags	1.80	18,000.00
9	300.00	PIECE	Polyethylene bags (6x6x10), seedling bags	5.00	1,500.00
10	2.00	PIECE	Heavy duty Max Pro knapsack sprayer 16 L,Quality guaranteed, KNAPSACK Battery sprayer,large filler opening with integrated filter to prevent nozzle clogging, locking trigger for continuous spraying,double capacity plunger pump,adjustable spray lance, adjus	2,750.00	5,500.00 * ICC
11	75.00	PIECE	Potted rose (red and white)	150.00	11,250.00
12	3.00	PIECE	Bottle, fertilizer	1,200.00	3,600.00
13	50.00	PIECE	Flowering plants (potted)	150.00	7,500.00
14	2.00	PIECE	Pruning Shears, Gardening Pruners Scissors, Professional Bypass Hand Shears Heavy Duty, Pruners for Gardening, Garden Clippers	330.00	660.00
15	5.00	PIECE	Shovel, heavy duty pointed Shovel w/ Wooden Handle	350.00	1,750.00
16	1.00	PIECE	Carborundum	280.00	280.00
17	10.00	PIECE	Pick Mattock (5small and 5 big), Heavy Duty Piko, Wooden Handle, Metal Head for (Gardening, Digging, Planting)	175.00	1,750.00
18	1.00	LOT	Steel cabinet with four layers, heavy duty	8,500.00	8,500.00 ICC
19	2.00	LOT	Heavy Duty Garden Hose 90m (i/2 inch) – Durable Water Hose, Leak-Proof, Lightweight Hybrid Hose with Swivel Handle & 10 Function Spray Nozzle – Flexible Outdoor Hose, Kink Free, Polyvinyl Chloride (PVC)	1,800.00	3,600.00
20	2.00	LOT	file (round & triangular), heavy duty	280.00	560.00
21	1.00	SET	Guide bar (small) baby chainsaw	680.00	680.00
22	100.00	PIECE	potted senia	70.00	7,000.00
23	20.00	PIECE	Plant wire template, circular shaped	80.00	1,600.00
24	1.00	PIECE	Spark plug for Kawasaki TD 40 2 stroke	500.00	500.00
25	1.00	PIECE	Carburetor for Kawasaki TD 40 2 stroke	850.00	850.00
26	1.00	PIECE	Piston valve Kawasaki TD 40 2 stroke	450.00	450.00



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27	2.00	PIECE	axe, heavy duty	450.00	900.00
28	2.00	PIECE	rust remover, bottle	400.00	800.00
29	1.00	LOT	Ornamental Plants for Tree Cart (potted plants). This includes the provision of various ornamental potted plants that will be used exclusively for the design, decoration, and enhancement of the tree cart.	17,000.00	17,000.00
30	100.00	PIECE	sacks, used	13.00	1,300.00
31	6.00	PIECE	Crates, Heavy Duty Multipurpose Stackable Plastic Fruit & Vegetable Crates	370.00	2,220.00
32	200.00	PIECE	vertical hanging pots	45.00	9,000.00
33	30.00	PIECE	flower pot (large)	160.00	4,800.00
34	4.00	PIECE	Steel rake, heavy duty	430.00	1,720.00
35	2.00	PIECE	Flat bar (digging)	550.00	1,100.00
36	2.00	PIECE	sprinkler	300.00	600.00
37	1.00	LOT	Tree Cart with bonsai assembly. Tree Cart with Bonsai Assembly This includes the provision of a bonsai plant/tree and the fabrication and assembly of a customized tree cart to house and display the bonsai. The dimensions and specifications of the tree cart	41,000.00	41,000.00
38	5.00	ITEM	Lettuce Romaine Seeds 5 grams per pack	80.00	400.00
39	5.00	ITEM	Flowering Pechay Seeds, 10 grams per pack	80.00	400.00
40	3.00	ITEM	Mustard Seeds, 5 grams per pack	80.00	240.00

# JHMC

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NOTE: PROCUREMENT OF GARDENING & FOREST CARE SUPPLIES AND MATERIAL  
PAP CODE: GDS-056

**PESOS:** TWO HUNDRED FOURTEEN THOUSAND NINETY AND 00/100 PESOS ONLY

214,090.00

**Terms and Conditions:**

This Purchase/Job Order (PO/JO) 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.

**BUDGET AVAILABLE:**

BUR NO. 12-2025-06-0527

794-LRC

**FUNDS AVAILABLE:**

CAF NO. 0125-06-087

Approved by:

JENNYLYN A. ESPOSO

Budget Officer

MANJIT V. SINGH REANDI (for above PhP 35,000.00)

President and CEO

JOSIE CAN

Accountant

EDSEL U. COLCOL (for PhP 35,000.00 and below)

ASD Manager

I hereby certify that I am the authorized representative of the company and that by affixing my signature, it shall bind the company I am representing to the terms and conditions of the PO and all applicable provisions of RA 9184 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:**

GREG [Signature]

Date Received:

7/7/25

Printed Name and Signature of Authorized Representative

(The supplier shall sign and return the acknowledgement copy to JHMC-Procurement. The PO may be sent through email or fax within five (5) working days after issuance.)

KINDLY EMAIL TO

evangelina.domingo@jhmc.com.ph

THANK YOU.

## TERMS AND CONDITIONS

### 1. Obligations of Supplier (Awardee)

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

### 2. Obligations of JHMC

- 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/JO.
- c. Facilitate of Issuance of gate pass, if necessary.

### 3. Penalty Clause

- a. Liquidated damage in the amount of one-tenth (1/10th) of 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) of 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 make the
- c. Facilitate of Issuance of gate pass, if necessary.

### 4. Contract Termination

The JHMC 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/JO in "Conforme by" the authorized
- 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 JHMC 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. The JHMC may terminate the contract at any time if JHMC sees or evaluate that the services is no longer needed and/or for the reasons of default by the provider of its contractual obligations.
- e. Failure of the Supplier to perform any other obligations under the Contract (Appendix 4, Section IIIA. 1.C, Appendix 4 of the

### 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), JHMC shall include the winning Supplier in the list of JHMC Blacklisted Suppliers for the period of one (1) year

