



REPUBLIC OF THE PHILIPPINES  
NATIONAL IRRIGATION ADMINISTRATION  
CENTRAL OFFICE  
NOTICE TO PROCEED ✓

December 28, 2023

**Mr. JEREME G. BESTA**

Key Account Officer/Authorized Representative

**GENTRADE INTERNATIONAL PHILIPPINES, INC.**

Alunan Highway, Poblacion, Tacurong City, Sultan Kudarat

Dear Mr. BESTA:

Relevant to your Contract with the National Irrigation Administration for certain goods and ancillary services, particularly the Supply and Delivery of Ten (10) units Brand New Motorcycle and has accepted a Bid by the supplier for the supply of those goods and services in the amount of **NINE HUNDRED SIXTY-THREE THOUSAND PESOS ONLY (Php963,000.00)** under Contract No. R2-CRPIP-S-1R2 entered into on 28 December 2023, we are issuing this Notice to Proceed.

In line with this and pursuant to the provisions of the Contract, you are hereby instructed to commence with the execution of your undertakings indicated therein.

Attached is a copy of the contract for your reference and guidance.

Very truly yours,


  
**ENGR. EDUARDO EDDIE G. GUILLEN**  
Acting Administrator

Date:  \_\_\_\_\_

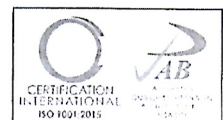
RECEIVED:

**GENTRADE INTERNATIONAL MARKETING. INC.**

By:

  
Jereme G. Besta  
Name and Signature of Authorized Representative

Date: Dec. 28, 2023





Republika ng Pilipinas  
**National Irrigation Administration**  
(Pambansang Pangasiwaan ng Patubig)  
Lungsod ng Quezon

Office Address: National Government Center  
EDSA, Diliman, Quezon City, Philippines  
Telephone Nos.: (02) 929-6071 to 78  
Website: www.nia.gov.ph

Telefax No. (632) 928-9343  
TIN No. 000-916-415

**PURCHASE ORDER**

Supplier **Gentrade International, Inc.**  
Address **Alunan Highway, Poblacion**  
**Tacurong City, Sultan Kudarat**

P. O. No. **23-12-051**

Tel./Fax  
TIN :

Date :  
P. R. No.: **CRPIP-2023-01-001**

Purpose: **Supply and Delivery of Ten (10) units Brand**  
**New Motorcycle**

Bid No. : **R2-CRPIP-S-1R2**

Mode of Procurement : **Negotiated Procurement - Small Value Procurement**

Note:

Gentlemen:

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

Place of :

Delivery Term **30** Calendar Days upon receipt of PO  
Charge: **Fund 102-FAPs-GAA 2021**  
Payment Term

Delivery

Item No.	Unit	Description	Qty.	Unit Cost	
1	unit	Supply and Delivery of Brand New Motorcycle	10	Php96,300.00	963,000.00
Subject to 5% VAT + 1% EWT/CWT deduction as per RA 9337 implemented on Feb. 2005.					Php963,000.00 vvvvvvvvvvvvvvvvvvvvvv

Amount in words: **Nine Hundred Sixty Thousand Pesos**

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

Conforme.

Very truly yours,

**JEROME G. BESTA**  
(Signature over Printed Name of Supplier)  
**12-28-23**  
Date

**ROBERT C. SUGUITAN**  
BAC-A Chairman and  
Senior Deputy Administrator

Funds Available

BUR NO.: **102-2023-12-053**

Name **SHARILYN A. BLUZA**  
Position **Manager, Accounting Division**  
Accounting Division

Amount: **7 963,000.00**

## TERMS AND CONDITIONS

1. **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 shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the **AWARDEE** to comply with the same shall be ground for cancellation of the award and purchase order issued to that **AWARDEE** and for re-awarding the item(s) to the **ALTERNATE AWARDEE**.
3. **AWARDEE** shall pick-up purchase order(s) issued to his favor within three (3) days after receipt of notice to that effect. A telephone call or fax transmission shall constitute and official notice to the **AWARDEE**. Thereafter, if the purchase order(s) remained unclaimed, the said purchase order(s) shall be sent by messengerial service to the **AWARDEE** at the latter's expense. To avoid delay in the delivery of NIA's requirement, all **DEFAULTING AWARDEES** shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where **AWARDEE** has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, he shall extend a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter if **AWARDEE** has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that **AWARDEE**. The **National Irrigation Administration (NIA)** 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 disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A.
5. All deliveries by suppliers shall be subject to inspection and acceptance by NIA. All necessary laboratory test undertaken by NIA on the item(s) shall be for the account of the supplier.
6. Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 thereof.
7. Supplier shall guaranty his deliveries to be free from defects. Any defective item(s)/product(s), therefore that may be discovered by NIA within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
8. A penalty of one-tenth of one percent (0.001) of the total value of the product(s)/good(s) purchased shall be deducted for each day of delay by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, **IMPORTATION DOCUMENTS** specifically showing condition and serial numbers of the imported equipment should be submitted by the supplier to NIA.
11. All transactions are subject to withholding of credible Value Added Tax (VAT) per Revenue Regulation No.10-93.