



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : PAPERLINE ENTERPRISES Address : Makati City TIN :	P.O. No. : 2021-06-0391 Date : June 21, 2021 Mode of Procurement : Shopping
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : DSWD Regional Office, 1680 F.T Benitez St., Malate, Manila Date of Delivery : (15) Fifteen Calendar days after receipt of approved P.O	Delivery Term : FOB Destination Payment Term : 15-30 days upon final inspection
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Purchase of Office Supplies for Regional Office					
1	piece	Glue Stick, all purpose, non-toxic, 130grams (Elmers)	3	65.00	195.00
2	piece	Marker, Highlight, Color Yellow (HBW)	1	14.00	14.00
3	piece	Marker, Highlight, Color Assorted, Any Light Colors (HBW)	35	14.00	490.00
4	book	Record Book, 300 pages, size: 214mm x 278mm min.(#99 VECO)	1	71.00	71.00
5	piece	SCISSORS, Symmetrical, Blade Length, 65mm, 1 piece in individual plastic	3	41.00	123.00
6	piece	Sign Pen, Black, 0.5mm, needle point, 9.9mm diameter grip, blue capped, snap on, Quick Drying, Smear Resistant, dye base ink (PILOT G-TEC)	133	63.25	8,412.25
7	piece	Sign Pen, Blue, 0.5mm, needle point, 9.9mm diameter grip, blue capped, snap on, Quick Drying, Smear Resistant, dye base ink (PILOT G-TEC)	91	63.25	5,755.75
8	box	Stape Wire No. 35 26/6 (Brite)	30	27.50	825.00
9	piece	Storage Box, Plastic, 67 Liters	30	550.00	16,500.00
10	pack	Vellum Special Paper Board, A4 220gsm, 100 sheets	8	290.00	2,320.00
*****NOTHING FOLLOWS*****					
<p><i>inspected by:</i> <i>Jules B. B...</i> <i>7/1/21</i></p>					
<p>PR No. 2021-06-0414 Purpose: For use in the day-to-day operations of the office Prepared by: Adriaan M. Bernulla/AA II - Procurement Section</p>					

(Total Amount in Words)	THIRTY FOUR THOUSAND SEVEN HUNDRED SIX ONLY				34,706.00
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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:

Signature over Printed Name of Supplier
7-12-21
 Date

Very truly yours,

FERNANDO R. DE VILLA JR., CESO III
 Signature over Printed Name of Authorized Official
Regional Director

Fund Cluster : 1 Funds Available : 34,706.00 MARK JOSEPH E. BAJA Signature over Printed Name of Administrative Officer/W/OIC Head of Accounting Section	ORS/BURS No. : <u>2021-06-2276</u> Date of the ORS/BURS: <u>6/22</u> Amount : 34,706.00
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Department of Social Welfare and Development

Department of Social Welfare and Development
Field Office MIMAROPA

Tel. No. (02) 5366-8106 /8107 Local 24052/24051
www.fo4b.dswd.gov.ph

Email Address: fo4b@dswd.gov.ph/procurement.fomimaropa@dswd.gov.ph

NOTICE OF AWARD

Date : June 11, 2021

MR. PRUDENCIO Y. REYES III
Proprietor
PAPERLINE Enterprises
Makati City

Dear Mr. Reyes:

We are pleased to inform you that the Request for Quotation No. **2021-05-0414** for the "Purchase of Office Supplies for Regional Office" is hereby awarded to you at a Total Contract Price inclusive of all applicable taxes equivalent to **Thirty-Four Thousand Seven Hundred Six Pesos only (Php34,706.00)**

You are therefore required to comply with the Terms and Conditions stated in the Purchase Order No. **2021-06-0391** from the receipt of this Notice of Award.

Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,

FERNANDO R. DE VILLA JR., CESO III
Regional Director
Head of the Procuring Entity

Conforme:

(Signature over Printed Name of Bidder's Authorized Representative)

PAPERLINE ENTERPRISES

Date: 7-12-21

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
ABSTRACT OF QUOTATIONS

RFQ No. 2021-05-0414

Purpose: Purchase of Office Supplies for Regional Office

Item No.	Qty	Unit	Purchaser's Requirements	MI TIENDA TRADING			BANBEE COMMERCIAL CO., INC.			PAPERLINE ENTERPRISES, INC.		
				Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost
Purchase of Office Supplies for Regional Office												
1	4	piece	Ballpoint Pen, Fine Point, 0.5 red, Retractable	Ballpoint Pen, Fine Point, 0.5 red, Retractable	25.00	100.00	FABER CASTELL	13.00	52.00	Matrix	4.25	17.00
2	6	pack	Battery, dry cell, AA, 4 pieces per Blister Pack	Battery, dry cell, AA, 4 pieces per Blister Pack	27.00	162.00	Eveready	96.00	576.00	Energizer	160.00	960.00
3	3	pack	Battery, dry cell, AAA, 4 pieces per Blister Pack	Battery, dry cell, AAA, 4 pieces per Blister Pack	28.00	84.00	Eveready	116.00	348.00	Energizer	160.00	480.00
4	1	piece	Calculator, Compact, Electronic, 12 digits cap, 1 unit in individual box	Acacia AA-8125 - 12 digits	130.00	130.00	Casio	340.00	340.00	Casio 12 Digits	320.00	320.00
5	3	piece	Memory Card, 256GB	Sandisk Ultra 256GB Micro SD	2,248.00	6,744.00	NONE		0.00	NONE		0.00
6	160	piece	Clearbook, Legal size, with 20 sheets, refillable folder, yellow cover	Yellow Clearbook - 20 sheets	56.00	8,960.00		40.00	6,400.00	Spiral Type	42.00	6,720.00
7	2	piece	Cutter Knife, Metal Body, Heavy Duty	Cutter Knife Metal	58.00	116.00		335.00	670.00	XD88	65.00	130.00
8	2	piece	Document Paper Tray Sorter/Organizer, 3 Later, Legal size, Black	3 Layer Document Tray	450.00	900.00		500.00	1,000.00	Desk Tray 3 layers Metal	555.00	1,110.00
9	1	roll	Double Sided Foam Tape, 24mmx10m (heavy duty)	Double Sided Tape	100.00	100.00		70.00	70.00	1x10m	170.00	170.00
10	1	roll	Duct Tape, 2 inches	Comply	70.00	70.00		180.00	180.00	Cloth Tape	80.00	80.00
11	20	piece	DVD Rewritable, speed, 4xmin, 4.7GB capacity min.	DVD - R 4.7GB, Blank	32.00	640.00		70.00	1,400.00	NONE		0.00
12	1	box	Envelope, Mailing, with DSWD Logo, Legal, 500's/box	Comply	2,300.00	2,300.00	NONE		0.00	Plain Only (No Logo)	420.00	420.00
13	11	piece	Flash Drive, 32 GB OTG	Comply	379.50	4,174.50		680.00	7,480.00	Sandisk	360.00	4,180.00
14	8	piece	Flash Drive, 64 GB OTG	Comply	618.00	4,944.00		930.00	7,440.00	Sandisk	702.00	5,616.00
15	3	piece	Glue stick, all purpose, non toxic, 22 grams	Glue Stick 22G	66.00	198.00		55.00	165.00	Elmers 22g	65.00	195.00
16	5	bottle	Glue, all purpose, non toxic, 130 grams	Glue 130G	32.00	160.00	Elmers	55.00	275.00	Elmers	57.20	286.00
17	1	roll	High Quality, Bubble Wrap Roll, 31.5in x 100m	Bubble Wrap 40' x 100m	1,050.00	1,050.00			0.00	40"x100 meters	2,100.00	2,100.00
18	4	roll	Ink for Smart IDP Printer, 5 Panel ribbon (YMCKO) 250 prints/roll	Smart Ribbon IDP	6,875.00	27,500.00	NONE		0.00	NONE		0.00
19	2	roll	Ink for Smart IDP Printer, k ribbon, 1,200 prints/roll single side	IDP 650740, ID Printer Ribbon Monochrome Ribbon, K, 1,200 Prints	4,480.00	8,960.00	NONE		0.00	NONE		0.00
				Sub total	57,528.00	57,528.00		Sub total	772.00			195.00

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 06-09-21 and

recommends to be awarded to MI TIENDA TRADING, BANBEE COMMERCIAL + PAPERLINE ENTERPRISES INC

GENELIZA CABILAN
BAC Member

IMEE C. VILLANUEVA
BAC Member

JAMUEL BALBANO
BAC Member

SONIA DE LEON
BAC Vice-Chairperson

ANGELYN S. AGUNDO
Alternate BAC Member

KHEEN MICHAEL SE
Alternate BAC Member

PATRICK JARMIN
Alternate BAC Member

Approved by:

FERNANDO R. DE VILLA JR., CESO III
Regional Director

SHEILA S. TAPIA
BAC Chairperson

REPUBLIC OF THE PHILIPPINES
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Item No.	Qty	Unit	Purchaser's Requirements	BIDDERS NAME			Total Cost	Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost			
				MI TIENDA TRADING		BANBEE COMMERCIAL CO., INC.								PAPERLINE ENTERPRISES		
				Bidder's Specification	Unit Cost	Total Cost								Bidder's Specification	Unit Cost	Total Cost
Purchase of Office Supplies for Regional Office																
20	4	ream	Laminating Film, A4 size, 250microns	Laminating Film A4, 100's/pack	880.00	3,520.00			870.00			3,480.00	100PCS/PACK	975.00	3,900.00	
21	1	piece	Marker, highlight, Color Yellow	Yellow, Highlighter	22.50	22.50			35.00			35.00	HBW	14.00	14.00	
22	35	piece	Marker, highlight, Color, Assorted, Any light Colors	Comply	22.50	787.50			35.00			1,225.00	HBW	14.00	490.00	
23	66	pack	Please Sign Here Sticker, 125 Flags Labels	Comply	45.00	2,970.00	JOY		80.00			5,280.00	3M	160.00	10,560.00	
24	4	box	PVC Blank Card, 1608,0813, box 1148/2000 (500pcs/box) for ID	Pre-cut PVC Card Blank (50's/box)	310.00	1,240.00	NONE					0.00	NONE		0.00	
25	1	book	Record Book, 300 pages, size: 214mm x 278mm min.	Comply	76.00	76.00	Official		155.00			155.00	#99 VEVO	71.00	71.00	
26	18	book	Record Book, 500 pages, size: 214mm x 278mm min.	Comply	92.00	1,656.00	Official		180.00			3,240.00	#99 VEVO	97.00	1,746.00	
27	3	piece	Scissors, Symmetrical, blade Length: 65mm, 1 piece in individual plastic	Scissors	100.00	300.00			60.00			180.00	6.5 METAL	41.00	123.00	
28	133	piece	Sign Pen, Black, 0.5mm, Needle point, 9.9mm diameter grip, blue capped, snap on, Quick Drying, Smear Resistant, dye based ink	Pentel Energel 0.5mm	95.00	12,635.00	Energel		90.00			11,970.00	PILOT GTEC	63.25	8,412.25	
29	91	piece	Sign Pen, Blue, 0.5mm, Needle point, 9.9mm diameter grip, blue capped, snap on, Quick Drying, Smear Resistant, dye based ink	Comply	95.00	8,645.00	Energel		90.00			8,190.00	PILOT GTEC	63.25	5,755.75	
30	3	piece	Staple wire remover (Stainless, Plier Type, High Quality)	Comply	65.00	195.00			50.00			150.00	PLIER TYPE	62.50	187.50	
31	30	box	Staple Wire No. 35 28/6	Comply	35.00	1,050.00	UK Brite		30.00			900.00	BRITE	27.50	825.00	
32	30	piece	Storage Box, Plastic, 67 Liters (Flexi)	Comply	702.00	21,060.00	70L Mega Box		735.00			22,050.00	OROCAN 67 LITERS	550.00	16,500.00	
33	8	pack	Vellum Specialty Paper Board, a4 220gsm, 100 sheets	Comply	370.00	2,960.00			380.00			3,040.00	ASSORTED COLORS	290.00	2,320.00	
34	140	ream	Paper, Multi-copy, A4 size, 80gsm	Comply	195.00	27,300.00			184.50			25,830.00	SUB 24	200.00	28,000.00	
			****NOTHING FOLLOWS****	Sub Total		5,864.00						29,440.00			34,901.00	
			Approved Budget Cost: Php 151,900.00	TOTAL		63,394.00						37,180.00			34,706.00	
			Delivery Place: DSWD F.O IV-MIMAROPA, 1680 F.T Benitez St., Malate, Manila													
			Delivery Time: (15) Fifteen Calendar days after receipt of approved P.O													

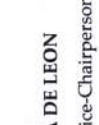
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Alternate BAC Member

Approved by 

FERNANDO R. DE VILLA JR., CESO III
Regional Director

2 105,1280.00