



**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
 Entity Name

Supplier : <b>MOSTACO MARKETING</b> Address : <b>68A Lalaine Bennet Street BF Resort Village Las Piñas City</b> TIN :	P.O. No. : <b>2021-04-0194</b> Date : <b>April 23, 2021</b> Mode of Procurement : <b>SHOPPING</b>
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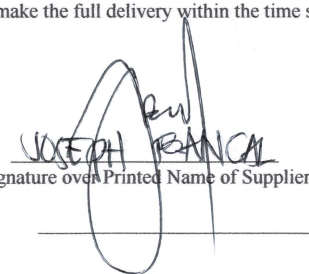
Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

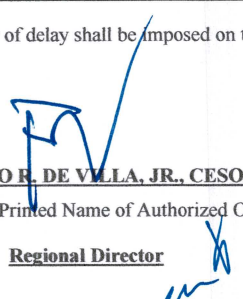
Place of Delivery : <b>DSWD FO MIMAROPA Malate, Manila</b> Date of Delivery : <b>at least 7 days after approval of PO</b>	Delivery Term : <b>FOB Destination</b> Payment Term : <b>15-30 days upon final inspection</b>
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STOCK/Property	Unit	Description	Quantity	Unit Cost	Amount
1	unit	Brother TN-2480	15	2,750.00	41,250.00
2	unit	Brother DR-2455	15	3,670.00	55,050.00
3	pcs	Office Scissors, black, 8 inch	15	30.00	450.00
4	pcs	Staple remover	15	15.00	225.00
5	pack	Batteries, AA, heavy duty, 4pcs/pack	15	60.00	900.00
6	bottle	Epson 003, Yellow, 70ml	30	230.00	6,900.00
7	bottle	Epson 003, Black, 70ml	30	230.00	6,900.00
8	bottle	Epson 003, Magenta, 70ml	30	230.00	6,900.00
9	bottle	Epson 003, Cyan, 70ml	30	230.00	6,900.00
10	unit	Tape Dispenser, medium, black	15	85.00	1,275.00
11	rolls	Tissue Paper, 2-ply, 4 rolls/pack	30	40.00	1,200.00
12	rolls	Tape transparent, 24m, 50 meters length	10	13.00	130.00
*****Nothing Follows*****					
					-
					128,080.00
<p>Delivery date: 7 days upon receipt of approved Purchase Order</p> <p>Delivery Place: DSWD MIMAROPA Region, Malate, Manila</p> <p>RFQ: 2021-04-0226 SHOPPING            Purpose: For the Provision of Office Supplies for SLP RPMO PDOs            Prepared by: Joshua Sarmiento</p>					
				Less: 5%	5,717.86
				1%	1,143.57
					6,861.43
					121,218.57

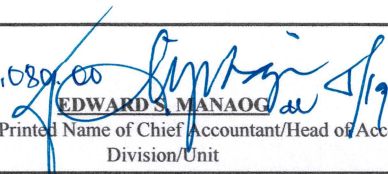
**(Total Amount in Words)** One Hundred Twenty One Thousand Two Hundred Eighteen Pesos and Fifty Seven Centavos Only

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

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

Date \_\_\_\_\_

Fund Cluster : <b>101</b> Funds Available : <b>₱128,080.00</b>  <b>EDWARD S. MANAOAG</b> Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit	ORS/BURS No. : <b>2021-04-1170</b> Date of the ORS/BURS: _____ Amount : <b>₱128,080.00</b>
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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  
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Email Address: [fo4b@dswd.gov.ph](mailto:fo4b@dswd.gov.ph)/[procurement.fomimaropa@dswd.gov.ph](mailto:procurement.fomimaropa@dswd.gov.ph)

## NOTICE OF AWARD

Date : April 23, 2021

**MS. JOJIE R. VELINA**

Proprietor

MOSTACO ENTERPRISES

68A Lalaine Bennet Street BF Resort Village Las Piñas City

Dear **Ms. Velina:**

We are pleased to inform you that the Request for Quotation No. 2021 -04-0226 for the **“Supply and Delivery for the Provision of Office Supplies for SLP RPMO PDOs”** is hereby awarded to you at a Total Contract Price inclusive of all applicable taxes equivalent to **One Hundred Twenty-Eight Thousand Eighty Pesos Only (Php 128,080.00)**.

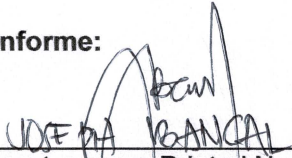
You are therefore required to comply with the Terms and Conditions stated in the Purchase Order No. 2021-04-0194 from the receipt of this Notice of Award.

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)

**MOSTACO ENTERPRISES**

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