



Department of Social Welfare and Development

Department of Social Welfare and Development  
Field Office MIMAROPA

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## NOTICE OF AWARD

July 1, 2021

**Ma. Isabel Divina Gracia**  
Authorized Representative  
FD Building  
Mendoza St  
Puerto Princesa City, Palawan

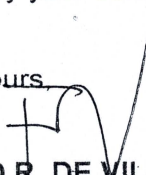
Dear **Ms Divina Gracia:**

We are pleased to inform you that the Request for Quotation No. 2021-06-0537 for the **“Office Rental in Palawan”** is hereby awarded to you at a Contract Price inclusive of all applicable taxes equivalent to monthly rental rate of **One Hundred Thousand Pesos Only (Php 100,000.00)**.

You are therefore required to comply with the Terms and Conditions stated in the PO No.2021-07-0507 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)

**FD Building**

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

RECEIVED  
MIMAROPA  
JUL 1 2021



**PURCHASE ORDER**  
 Department of Social Welfare and Development F.O. MiMaRoPa  
 Entity Name

Supplier : <b>FD BUILDING</b>	P.O. No. : <b>2021-07-0507</b>
Address : <b>Mendoza St, Puerto Princesa City, Palawan</b>	Date : <b>July 1, 2021</b>
TIN: <b>178-16-848-003</b>	Mode of Procurement : <b>NP-LORP</b>

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

Place of Delivery : <b>DSWD SWADT Palawan</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>August -December 2021</b>	Payment Term : <b>Government Procedure</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	<b>Office Rental for SWADT Palawan</b> Office Rental for SWADT Palawan August-December 2021 ( 5 mos ) 1 mo advance 1 mo security deposit Place : Puerto Princesa City, Palawan RATING FACTORS: Office Rental must pass the rating factor of 85% to consider the bid responsive I. Prevailing Rental Rate and Availability ( 35% ) * Must not exceed of Approved Budget for the Contract (Php100,000/month) inclusive of tax *With more than 250 sq. m floor area II. Location and Site Condition ( 15% ) * Must have access road for vehicle * Must be located within city proper of Puerto Princesa City III. Facilities and Amenities (15%) * With safe parking space for vehicles *With available water supply/comfort room * With good lighting system IV- Functionality (25% ) * With enough space that can accommodate the staff / equipment * Flood free and good drainage system V. Security , Cleanliness and Maintenance ( 10% ) * Good structural condition *Concrete, safe and with clean surroundings *With security guard if possible * With business permit and BIR Form 2303 APPROVED BUDGET FOR THE CONTRACT= 100,000 /MONTH  PR No. 2020-06-0537 Purpose : Office Rental in Palawan Prepared by: <i>Harvy Calabio'</i>	1	100,000.00	500,000.00  100,000.00 100,000.00
					<b>700,000.00</b>

(Total Amount in Words) **Seven Hundred Thousand Pesos 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. DEVILLA, JR., CESO III**  
 Signature over Printed Name of Authorized Official  
 Regional Director  
 Designation

\_\_\_\_\_ Date

Fund Cluster : <u>101</u> Funds Available : <u>700,000.00</u>   <b>MARK JOSEPH E. BAJA</b> Administrative Officer IV-OIC Head of Accounting Section	<b>02-102101-2021-07-2574</b> ORS/BURS No. <b>02-101101-2021-07-2595</b> Date of the ORS/BURS: <b>7-9-2021</b> Amount : <u>700,000.00</u>
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