



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

Department of Social Welfare and Development

Supplier : <b>ACL DRY GOODS &amp; GEN. MDSE.</b>	P.O. No. : <b>2021-11-1036</b>
Address : <b>Malusak, Boac, Marinduque</b>	Date : <b>November 29, 2021</b>
TIN :	Mode of Procurement : <b>SHOPPING B</b>

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

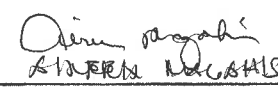
Place of Delivery : <b>SWADT Marinduque Office (Capitol Compound, Brgy. Bangbangalon, Boac, Marinduque)</b>	Delivery Term : <b>Full Term</b>
Date of Delivery : <b>Seven (7) days upon receipt of approved Purchase Order (P.O)</b>	Payment Term : <b>15-30 days upon final inspection</b>


Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	ream	PAPER, MULTICOPY, 80gsm, Size: 210mm x 297mm (A4)	400	160.00	64,000.00
2	piece	GEL PEN, Black, 0.5mm	100	10.00	1,000.00
3	piece	GEL PEN, Blue, 0.5mm	100	10.00	1,000.00
4	piece	CORRECTION TAPE, 6 meters (min). 1 piece in individual plastic	100	22.00	2,200.00
5	piece	FLEXI BOX (FB-300), 67 Liters, transparent	30	1,000.00	30,000.00
6	box	PAPER CLIP, Big	20	20.00	400.00
7	box	PAPER CLIP, Small	20	10.00	200.00
8	box	CARBON PAPER, Film Carbon, black, 216mm x 330mm, 100 sheets per box	2	650.00	1,300.00
9	piece	STAPLE WIRE REMOVER, Plier Type	5	125.00	625.00
10	piece	STAPLER, Standard	5	100.00	500.00
11	box	STAPLE WIRE, Standard	10	35.00	350.00
12	piece	STAMP PAD, No. 3	10	45.00	450.00
13	piece	SCISSORS, 8"	3	75.00	225.00
14	box	PENCIL, 12 pieces per box (No. 2)	2	80.00	160.00
15	roll	TAPE, Transparent, 1" x 100 yards	10	20.00	200.00
16	piece	TAPE DISPENSER, Big	2	150.00	300.00
17	piece	PENCIL SHARPENER, Desktop Type, Heavy duty	2	350.00	700.00
18	pad	POST-IT (STICKY NOTE), Neon color, 3" x 3", 100 sheets per pad	15	25.00	375.00
19	pad	POST-IT (STICKY NOTE), Neon color, 3" x 4", 100 sheets per pad	10	30.00	300.00
20	piece	RECORD BOOK, 300 pages	30	75.00	2,250.00
21	box	MAILING ENVELOPE, White, long, 500 pieces per box	2	350.00	700.00
22	piece	RULER, Plastic, 12 inches	10	8.00	80.00
23	pack	INDICATOR FLAGLETS, With Sign Here text	10	40.00	400.00
>>>> NOTHING FOLLOWS <<<<<					
Approved Budget for the Contract: Php114,377.00 PR No.: 2021-11-1068 Purpose: Purchase of Office Supplies for the use of AICS-SWADT Marinduque Staff during Payout (November-December 2021) Prepared by: Dave T. Corcoro					107,715.00

RECEIVED BY: *[Signature]*  
 DATE: 28 DEC 2021  
 OFFICE OF THE REGIONAL DIRECTOR

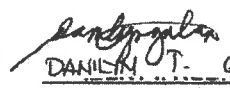
(Total Amount in Words) <b>One Hundred Seven Thousand Seven Hundred Fifteen Pesos Only</b>	107,715.00
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:  
  
 Signature over Printed Name of Supplier

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

Date

Fund Cluster : **1**  
 Funds Available : **107,715.00**  
  
**DANILYN T. GALAN JR.**  
 Signature over Printed Name of AOV/ OIC - Head, Accounting Section

ORS/BURS No. : **02-10101-21-12-5538**  
 Date of the ORS/BURS: **12/02**  
 Amount : **107,715.00**



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](mailto:fo4b@dswd.gov.ph)/[procurement.fomimaropa@dswd.gov.ph](mailto:procurement.fomimaropa@dswd.gov.ph)

## NOTICE OF AWARD

Date : November 29, 2021

**MS. AIREEN O. MAGAHIS**  
Proprietor  
ACL DRY GOODS & GEN. MDSE.  
Malusak, Boac, Marinduque

Dear Ms. Magahis:

We are pleased to inform you that the Request for Quotation No. 2021-11-1068 for the "Purchase of Office Supplies for the use of AICS-SWADT Marinduque Payout" is hereby awarded to you at a Total Contract Price inclusive of all applicable taxes equivalent to **One Hundred Seven Thousand Seven Hundred Fifteen Pesos Only (Php 107,715.00)**.

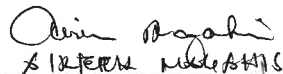
You are therefore required to comply with the Terms and Conditions stated in the Purchase Order No. 2021-11-1036 from the receipt of this Notice of Award.

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:

  
AIREEN MAGAHIS

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

**ACL DRY GOODS & GEN. MDSE.**

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

Procurement Form No. 04 - B (Abstract of Canvass)  
 REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 ABSTRACT OF QUOTATIONS

Purpose: Purchase of Office Supplies for the use of AICS-SWADT Marinduque Payout from November-December 2021.

AOQ No.: 2021-11-1068-SHOPPING B

Item No.	Qty	Unit	Purchaser's Requirements	BIDDER'S NAME								
				ACL DRY GOODS & GEN. MDSE.			GOODYEAR GENERAL MERCHANDISE			JAEGO GENERAL MERCHANDISE		
				Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost	Bidder's Specification	Unit Cost	Total Cost
1	400	ream	PAPER, MULTICOPY, 80gsm, Size: 210mm x 297mm (A4)		160.00	64,000.00		180.00	72,000.00		199.00	79,600.00
2	100	piece	GEL PEN, Black, 0.5mm		10.00	1,000.00		25.00	2,500.00		12.00	1,200.00
3	100	piece	GEL PEN, Blue, 0.5mm		10.00	1,000.00		25.00	2,500.00		12.00	1,200.00
4	100	piece	CORRECTION TAPE, 6 meters (min). 1 piece in individual plastic		22.00	2,200.00		35.00	3,500.00		19.00	1,900.00
5	30	piece	FLEXI BOX (FB-300), 67 Liters, transparent		1,000.00	30,000.00		995.00	29,850.00		519.00	15,570.00
6	20	box	PAPER CLIP, Big		20.00	400.00		18.00	360.00		20.00	400.00
7	20	box	PAPER CLIP, Small		10.00	200.00		15.00	300.00		10.00	200.00
8	2	box	CARBON PAPER, Film Carbon, black, 216mm x 330mm, 100 sheets per box		650.00	1,300.00		795.00	1,590.00		460.00	920.00
9	5	piece	STAPLE WIRE REMOVER, Plier type		125.00	625.00		18.00	90.00		68.00	340.00
10	5	piece	STAPLER, Standard		100.00	500.00		250.00	1,250.00		68.00	340.00
11	10	box	STAPLE WIRE, Standard		35.00	350.00		25.00	250.00		25.00	250.00
12	10	piece	STAMP PAD, No. 3		45.00	450.00		65.00	650.00		32.00	320.00
13	3	piece	SCISSORS, 8"		75.00	225.00		65.00	195.00		48.00	144.00
14	2	box	PENCIL, 12 pieces per box (No. 2)		80.00	160.00		110.00	220.00		84.00	168.00
15	10	roll	TAPE, Transparent, 1" x 100 yards		20.00	200.00		25.00	250.00		45.00	450.00
16	2	piece	TAPE DISPENSER, Big		150.00	300.00		225.00	450.00		85.00	170.00
17	2	piece	PENCIL SHARPENER, Desktop Type, Heavy Duty		350.00	700.00		395.00	790.00		220.00	440.00
18	15	pad	POST-IT (STICKY NOTE), Neon color, 3" x 3", 100 sheets per pad		25.00	375.00		35.00	525.00		60.00	900.00
19	10	pad	POST-IT (STICKY NOTE), Neon color, 3" x 4", 100 sheets per pad		30.00	300.00		45.00	450.00		95.00	950.00
20	30	piece	RECORD BOOK, 300 pages		75.00	2,250.00		85.00	2,550.00		59.00	1,770.00
21	2	box	MAILING ENVELOPE, White, long, 500 pieces per box		350.00	700.00		250.00	500.00		215.00	430.00
22	10	piece	RULER, Plastic, 12 inches		8.00	80.00		25.00	250.00		10.00	100.00
23	10	pack	INDICATOR FLAGLETS, With Sign Here		40.00	400.00		45.00	450.00		60.00	600.00
			>>>> NOTHING FOLLOWS <<<<<									
			Approved Budget for the Contract: Php114,377.00	Within the ABC			Above ABC			Within the ABC		
			Page 1 of 1	TOTAL AMOUNT		107,715.00	TOTAL AMOUNT		121,470.00	TOTAL AMOUNT		108,362.00

Deliberated upon by the DSWD - BIDS COMMITTEE (DSWD-BAC) on 11/25/21 and

recommends to be awarded to ACL DRY GOODS + GEN. MDSE as the lowest calculated and responsive bid.

JAMUEL P. BALBABOCO  
BAC Member

IMEE C. VILLANUEVA  
BAC Member

GENELIZA Q. GABILAN  
BAC Member

SONIA R. DE LEON  
BAC Vice Chairperson

SHEILA S. TAPIA  
BAC Chairperson

PATRICK G. JARMIN  
Alternate BAC Member

KHEEN MICHAEL G. SE  
Alternate BAC Member

ANGELYN S. AGUNDO  
Alternate BAC Member

Approved by:

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