

PURCHASE ORDER
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT F.O. - MIMAROPA
 Entity Name

Supplier : **LEON CULLEN'S TRADING** P.O. No. : **2022-05-0017**
 Address : **1279 M. Yakal St. Bambang, Sta. Cruz Manila** Date : **May 24, 2022**
 TIN : **256-510-774-000** Mode of Procurement : **Shopping B**

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

Place of Delivery : **DSWD FO IV - MiMaRoPa, 1680 F.T Benitez Cor.** Delivery Term : **Full**
 Date of Delivery : **5 days upon receipt of approved P.O** Payment Term : **Government Process**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	boxes	BALL POINT PEN, Black, 0.5mm, 50s/box - HBW	6	250.75	1,504.50
2	boxes	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip- Mygel	10	23.00	230.00
3	boxes	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip- Mygel	10	23.00	230.00
4	units	CALCULATOR, Compact, Electronic, LCD Display, 12 Digits, Two-Way Power Source (Solar and Cell)	10	365.00	3,650.00
5	pieces	CORRECTION TAPE, Disposable, Gear Type, Single Line Tape, 8 meters (min), 5mm width, - HBW	187	65.00	12,155.00
6	pieces	MARKER PEN, Permanent, Black - HBW	8	47.00	376.00
7	pieces	MARKER PEN, White board, Black	61	35.00	2,135.00
8	pieces	SCISSORS, symmetrical, blade length: 65mm, 1 piece	2	21.45	42.90
9	boxes	INDEX TAB(FLAGLETS), self-adhesive, 5 set/box, assorted colors	16	35.00	560.00
10	pieces	STAPLE REMOVER, plier type	10	55.00	550.00
11	pieces	Sign Here sticky notes, one pack has 5 colors approx 100pcs per pack, neon translucent type sticky note signs	28	58.00	1,624.00
12	reams	PAPER, MULTICOPY, 80gsm, size: 420mm x 297mm (A3) - HardCopy	13	237.90	3,092.70
13	reams	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm (A4) - HardCopy	49	223.60	10,956.40
14	packs	PAPER, Parchment, 80gsm, size: 210mm x 297mm (A4), 100 pcs/pack	15	290.00	4,350.00
15	pieces	Lever Arch File Folder*	107	150.00	16,050.00
16	pieces	Self Inking CTC	65	750.00	48,750.00
17	boxes	Pencil Lead, W/ Eraser, 12/box	5	28.60	143.00
18	pieces	MARKER, Flouresent assorted colors	175	16.25	2,843.75
19	boxes	Stand file box, magazine file carton, 15.5" x 10" x 4.5", black color	2	88.00	176.00
20	boxes	TAPE, Transparent, 24mm, 50 meters - Croco	47	38.00	1,786.00
21	pieces	expandable FOLDER, Pressboard, Legal size	1	1,750.00	1,750.00
22	boxes	Staple wire Standard No. 35	3	45.00	135.00

Nothing Follows
 Page 1 of 1

Date of Delivery: 5 days upon receipt of the approved PO
 Place of Delivery: DSWD FO IV - MiMaRoPa, 1680 F.T Benitez Cor., Malvar st., Malate, Manila.
 Contact Person: Jayson B. Lagarde
 Contact Number: 0919-486-1186



Prepared by: **Jayson B. Lagarde**
 Administrative Officer II - KC-NCDDP

Purpose: Purchase of Office Supplies for KC-NCDDP Regional Program Management Team use.(3rd quarter)

(Total Amount in Words) **ONE HUNDRED THIRTEEN THOUSAND NINETY AND 25/100 ONLY** **113,090.25**

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]
 Signature over Printed Name of Supplier
 Date

Very truly yours,

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

[Signature]
SHEILA S. TAPIA
 Officer-in-Charge
 Special Order No. *[Signature]*

Fund Cluster : **102**
 Funds Available : **₱ 113,090.25**
[Signature]
DANILYN T. GALAN
 Signature over Printed Name of Administrative Officer IV/OIC Head Accounting
 Division/Unit

ORS/BURS No. : **62-10151-2022-65-007**
 Date of the ORS/BURS: **25 MAY 2022**
 Amount : **₱ 113,090.25**

NOTICE OF AWARD

May 24, 2022

Jennielyn Borja
Owner
Leon Cullen's Trading
1279 M. Yakal St. Bambang
Sta. Cruz, Manila

Dear **Ms. Borja**:

We are pleased to inform you that the RFQ No. 2022-03-0046 for "**Purchase of Office Supplies for KC-NCDDP Regional Program Management Team use.(3rd quarter).**" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **ONE HUNDRED THIRTEEN THOUSAND NINETY AND 25/100 ONLY (Php 113,090.25).**

You are therefore required to comply with the Terms and Conditions stated in the PO No.2022-05-0017 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

Sheila S. Tapia
SHEILA S. TAPIA
Officer-in-Charge
Special Order No. *PO*
2022

Conforme:

Jennielyn Borja

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

LEON CULLE'S TRADING

Date : 6/7/2022