



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

FRIENDS SCHOOL SUPPLIES GALLERY AND GENERAL	P.O. No. 2022-11-1186
Supplier : MERCHANDISE	Date : November 29, 2022
Address : Calapan City, Oriental Mindoro	Mode of Procurement : NP-SVP Shopping - 15
TIN :	

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

Place of Delivery : <u>Pantawid Provincial Operations Office, 2nd floor RKT Building, JP Rizal St., corner Bayabas St., Lalud, Calapan City, Oriental Mindoro</u>	Delivery Term : <u>FOB Destination</u>
Date of Delivery : <u>(15) Fifteen days after receipt of approved PO</u>	Payment Term : <u>15-30 days upon final inspection</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE PRINTING OF PANTAWID FORMS (VALIDATION, CV FORMS AND OTHERS)					
1	ream	Paper, Multicopy, A4, 80gsm	150	225.50	33,825.00 ✓
2	cart	Brother Ink LC3617 Black	4	715.00	2,860.00 ✓
3	cart	Brother Ink LC3617 Cyan	3	715	2,145.00 ✓
4	cart	Brother Ink LC3617 Magenta	3	715	2,145.00 ✓
5	cart	Brother Ink LC3617 Yellow	3	715	2,145.00 ✓
6	piece	Flexi Storage Box, 67 Liters	43	745	32,035.00 ✓
*****NOTHING FOLLOWS*****					
<p>Approved Budget for the Contract: Php75,200.00 PR No. 2022-10-1070 Purpose: Office supplies for the printing of Pantawid Forms Prepared by: Adriaan M. Bernulla</p>					



(Total Amount in Words)	SEVENTY FIVE THOUSAND ONE HUNDRED FIFTY FIVE PESOS ONLY	75,155.00
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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,

LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director

_____ Date

Fund Cluster : 01-101 Funds Available : 75,155.00 DANILYN T. GALAN Signature over Printed Name of Accountant III, Section Head, Accounting Section	ORS/BURS No. : <u>2022-12-1186</u> Date of the ORS/BURS: <u>12/6</u> Amount : 75,155.00
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NOTICE OF AWARD

November 28, 2022

FLORY LYNN G. MADRID
Authorized Representative
FRIENDS SCHOOL SUPPLIES GALLERY
AND GENERAL MERCHANDISE
Calapan City, Oriental Mindoro

Dear **Ms. Madrid**:

We are pleased to inform you that the RFQ No. 2022-10-1070 for "**Supply and Delivery of Office Supplies for the Printing of Pantawid Forms (Validation, CV Forms and Others)**" is hereby awarded to you as the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Seventy-Five Thousand One Hundred Fifty-Five Pesos Only (Php75,155.00).**

You are therefore required to comply with the Terms and Conditions stated in the PO No.2022-11-1186 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,



LEONARDO C. REYNOSO, CESO III
Regional Director
Head of the Procuring Entity



Conforme:

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

**FRIENDS SCHOOL SUPPLIES GALLERY
AND GENERAL MERCHANDISE**

Date : _____