

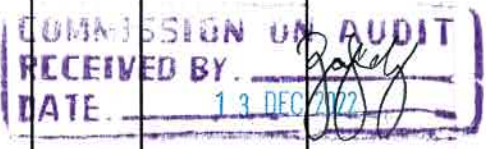


**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
**Entity Name**

Supplier : <b>MY-LINES OFFICE AND SCHOOL SUPPLIES TRADING</b>	P.O. No. : <b>2022-12-1200</b>
Address : <b>Puerto Princesa City, Palawan</b>	Date : <b>December 6, 2022</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>DSWD POO, G7 Bldg., Unit 2/2nd Floor, 131 National H-way, San Pedro, Puerto Princesa City, Palawan</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>(15) Fifteen days after receipt of approved PO</b>	Payment Term : <b>15-30 days upon final inspection</b>


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Supply and Delivery of Office Supplies</b>					
1	ream	Paper, Multi-Purpose, A4, 70gsm (Brand: Valiant, Office Pro and Perfect Print)	31	205.00	6,355.00 ✓
2	piece	Storage Box, Flexi, 67 Liters (Brand: FB 300T)	70	865.00	60,550.00 ✓
*****NOTHING FOLLOWS*****					
					
PR No.: 2022-10-1071 Approved Budget for the Contract: Php66,940.00 Purpose: Supplies for Printing of Forms Prepared by: Adriaan M. Bernulla					

(Total Amount in Words)	<b>SIXTY SIX THOUSAND NINE HUNDRED FIVE PESOS ONLY</b>	<b>PHP 66,905.00</b>
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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  _____ Date	Very truly yours,  <b>LEONARDO C. REYNOSO, CES0 III</b> Signature over Printed Name of Authorized Official <b>Regional Director</b>  Designation
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Fund Cluster : <b>1</b> Funds Available : <b>PHP 66,905.00</b>  <b>DANILYN T. GALAN</b> Signature over Printed Name of Accountant III - Head, Accounting	ORS/BURS No. : <b>2022-12-6473</b> Date of the ORS/BURS: <b>12/7</b> Amount : <b>PHP 66,905.00</b>
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## NOTICE OF AWARD

December 5, 2022

**JAN MICHAEL CHAN**  
Authorized Representative  
MY-LINES OFFICE AND SCHOOL  
SUPPLIES TRADING  
Puerto Princesa City, Palawan

Dear **Mr. Chan**:

We are pleased to inform you that the RFQ No. 2022-10-1071 for "**Supply and Delivery of Office Supplies for the Printing of Pantawid Forms**" is hereby awarded to you as the 4<sup>th</sup> Lowest Calculated but Most Responsive Bid at a Contract Price equivalent to **Sixty-Six Thousand Nine Hundred Five Pesos Only (Php66,905.00).**

You are therefore required to comply with the Terms and Conditions stated in the PO No. 2022-12-1200 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)

**MY-LINES OFFICE AND SCHOOL SUPPLIES TRADING**

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