

NOTICE OF AWARD

Date: 23 MAY 2023

MS. JENNILYN BORJA

Proprietor
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. 2023-04-0611 for "Supply and Delivery of Office Supplies for 1st Semester for Pantawid Pamilyang Pilipino Program" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Thirteen Thousand Three Hundred Forty Three Pesos and 04/100 Only (Php113,343.04).**

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)

LEON CULLEN'S TRADING

Date: _____



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier : LEON CULLEN'S TRADING	P.O. No. 2023-05-0516
Address : 1279 M. Yakal St. Bambang, Sta. Cruz, Manila	Date : May 29, 2023
TIN :	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 MiMaRoPa, 1680 F.T. Benitez corner Malvar Sts., Malate, Manila	Delivery Term : FOB Destination
Date of Delivery : Fifteen (15) Calendar Days after receipt of Approved Purchase Order	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Supply and Delivery of Office Supplies for RPMO (1st Semester, 2023)					
1	piece	3 in 1 Computer Vacuum, Compressed Air Duster Blower with Portable Handheld Vacuum Cleaner Cordless (Rechargeable) Colour: Black, Material : ABS, Size: 20x15cm, Package Content: 1 Vacuum Cleaner and 1 set Accessories, 1 USB cable - comply	1	1,368.00	1,368.00
2	piece	Ballpen Retractable (Black) 0.5 mm needle point, super smooth ink, smudge free, fast drying ink, long lasting ink - HBW 9801	73	4.50	328.50
3	piece	Ballpen Retractable (Blue) 0.5 mm needle point, super smooth ink, smudge free, fast drying ink, long lasting ink - HBW 9801	18	4.50	81.00
4	roll	Bubble Wrap, 2 Ply (1 Side Bubble, 1 Side Flat Plastic) - Clear, 40"x100m - comply	1	1,200.00	1,200.00
5	piece	Calculator, 12 digit semi desk calculator, extra large LCD, dual power (Solar and battery), Black basic frame, Functions: percentage calculation, tax calculation, sign change key, Dimensions: 2.8 x 10.5 x 14.8 cm - JOY	3	175.00	525.00
6	pack	Colored Paper, Assorted, A4 Size, 250 sheets/pack, 80 gsm - comply	1	175.00	175.00
7	ream	Colored Paper, Green, A4 Size, 500 sheets/pack, 80 gsm C14 - comply	1	375.00	375.00
8	set	Computer Repair Kit, Desktop Screwdriver Kit with Case - comply	1	1,000.00	1,000.00
9	piece	Data File Box 15 inches x 9.5 inches x 4.5 inches - comply	7	75.00	525.00
10	piece	Data File Folder Legal, (3" x 9" x 15.5") Binder Type: 2 Ring Arch File, Horizontal - comply	45	70.00	3,150.00
11	box	Document Brown Envelope (Kraft) - A4, 125 gsm, Size: 10 x 15", Kraft corrugated, Light Brown, 100 pieces / box - comply	1	1,150.00	1,150.00
12	box	Document Brown Envelope (Kraft) - LEGAL, 125 gsm, Size: 10 x 15", Kraft corrugated, Light Brown, 100 pieces / box - comply	2	1,150.00	2,300.00
13	piece	Document Metal Tray Desk Organizer (3 Layer Metal Tray) - comply	1	380.00	380.00
14	piece	DSWD Dry Seal, Specs. Material: cast iron-matte black finish, Overall size: 9 inch H x 5.5L, Foot 1.5 W x 5.5 L, Personalized: seal placed in 2 diameter based Thickness: 2 diameter, Shape circle - comply	1	1,500.00	1,500.00
15	box	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc, 100 pieces per box - comply	2	1,100.00	2,200.00
16	bottle	Epson 005, 120 ml black - comply	5	250.00	1,250.00
17	piece	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm), 100 pieces per box - comply	270	15.00	4,050.00
18	piece	Heavy Duty Staple Wire (23/6 - 23/17) - comply	3	55.00	165.00
19	piece	Heavy Duty Stapler (23/6 - 23/23)(210 sheets), A Maximum binding 240 pieces 60 gsm copy paper) - ETONA	1	385.00	385.00
20	cart	Ink Cart (HP 678) Black - comply	14	499.00	6,986.00
21	cart	Ink Cart (HP 680) Black - comply	10	499.00	4,990.00
22	cart	Ink Cart (HP 680) Colored - comply	9	499.00	4,491.00
23	cart	Ink, 003 Black (Epson) - comply	1	200.00	200.00
24	cart	Ink, 003 CYAN (Epson) - comply	1	200.00	200.00
25	cart	Ink, 003 Magenta (Epson) - comply	1	200.00	200.00
26	cart	Ink, 003 Yellow (Epson) - comply	1	200.00	200.00
27	cart	Ink, 774 Black (Epson) - comply	2	240.00	480.00
*****NOTHING FOLLOWS***** PAGE 1 OF 2					39,854.50
Approved Budget for the Contract: Php113,343.34 PR No. 2023-04-0611 Purpose: Supply and Delivery of Office Supplies for RPMO (1st Semester, 2023) Prepared by: Emma Joy C. Nolasco					

(Total Amount in Words)	One Hundred Thirteen Thousand Three Hundred Forty Three Pesos and 04/100 Only	113,343.04
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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,

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

Fund Cluster : 01-101	 DANILYN T. GALAN Signature over Printed Name of Accountant III / Section Head, Accounting Section	ORS/BURS No. : 2023-06-2935
Funds Available : 113,343.04		Date of the ORS/BURS: 5/31/23
		Amount : 113,343.04



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier : <u>LEON CULLEN'S TRADING</u>	P.O. No. <u>2023-05-0516</u>
Address : <u>1279 M. Yakal St. Bambang, Sta. Cruz, Manila</u>	Date : <u>May 29, 2023</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Supply and Delivery of Office Supplies for RPMO (1st Semester, 2023)					
28	piece	Instant Contact Cleaner - comply	1	750.00	750.00
29	piece	Laminated White Label Tape, 24 MM, Black and White (Label Maker) - comply	3	300.00	900.00
30	pack	Laminating Film, A4 size 250 microns - comply	2	950.00	1,900.00
31	bundle	LOOSELEAF COVER, 50 sets per bundle - comply	7	1,500.00	10,500.00
32	piece	MARKER, PERMANENT, bullet type, black - HBW	15	18.00	270.00
33	piece	Numbering Machine (12 digits Manual Number Stamp), 5mm - comply	1	1,600.00	1,600.00
34	book	OFFICIAL RECORD BOOK, 500 PAGES, size: 8.5" X 11" - comply	11	220.00	2,420.00
35	box	PAPER CLIP, 50MM, 100 pieces per box or 120 grams (min.) (net of box) - comply	11	18.50	203.50
36	ream	Paper (Folio, size, 80gsm(sub 24), 500 sheets/ream) - comply	28	219.00	6,132.00
37	piece	Puncher (2 Hole, with Handle Lock, ADjustable Paper Gauge, Easy waste material, 30 sheets, 80 gsm paper punching capacity; Weight: 600g, Dimension: 17cm x 12cm x 8cm) - comply	3	140.00	420.00
38	box	PVC Blank Card, 1608-0813, box 1148/2000 (500pcs/box) for ID - comply	1	2,600.00	2,600.00
39	piece	Scissors (size: 175mm / 6 4/5"), Material Stainless Steel Blade, Ergonomic Design, Pointed Tip and Symmetric handle design - comply	14	28.00	392.00
40	piece	Self Inking Stamp - Short Name - comply	18	410.00	7,380.00
41	piece	Self Inking Stamp - Routing Stamp - comply	49	450.00	22,050.00
42	piece	Self Inking Stamp - Full Name - comply	8	465.00	3,720.00
43	piece	SIGNPEN (BLACK), gel, 0.5 mm, needle point, 9.9 mm diameter grip, Capped Snap On, Quick-Drying, Smear-Resistant, dye based Ink - LOVEIN	126	25.00	3,150.00
44	piece	SIGNPEN (BLUE), gel, 0.5 mm, needle point, 9.9 mm diameter grip, Capped Snap On, Quick-Drying, Smear-Resistant, dye based Ink - LOVEIN	70	25.00	1,750.00
45	box	Staple Wire no. 35 (5,000 pcs / box), Fits all standard staplers - comply	12	25.00	300.00
46	piece	Stapler (size: 13 cm x 4cm), with remover - comply	4	170.00	680.00
47	pack	Sticker labelers, 100 flags labelers (Please Sign Here) - comply	59	35.00	2,065.00
48	pack	Sticker Paper (Orange A4), 50 SHEETS - comply	1	140.00	140.00
49	roll	Tape Fragile (RED), Width: 2", Length: 100M, Split and Tear Resistant, Water and Temperature Resistant - comply	2	38.00	76.00
50	roll	Tape Packaging (Brown), 2" x 100 meters), Backing Material: Paper - comply	31	45.00	1,395.00
51	roll	Tape Transaprent (1") (24 mm x 25 yards - comply	34	14.56	495.04
52	piece	Thermal Paste - comply	1	250.00	250.00
53	pack	VeillumBoard A4 size 220 GSM 100 sheets per pack - COMPLY (10sheets, 180gsm)	5	30.00	150.00
54	piece	wireless presenter with laser pointer, Material: plastic. Colour: Black. Effective range: about 20 meters. Battery: 2 x AAA, Total - comply	1	1,800.00	1,800.00
					73,488.54
				sub-total	39,854.50
				sub-total	73,488.54
					113,343.04
		Approved Budget for the Contract: Php113,343.34 PR No. 2023-04-0611 Purpose: Supply and Delivery of Office Supplies for RPMO (1st Semester, 2023) Prepared by: Emma Joy C. Nolasco			

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LEONARDO C. REYNOSO, CESO III

Signature over Printed Name of Authorized Regional Director

Fund Cluster : 01-101
 Funds Available : 113,343.04

DANILYN T. GALAN

Signature over Printed Name of Accountant III / Section Head, Accounting Section

ORS/BURS No. : 2023-06-2935

Date of the ORS/BURS: 5/31

Amount : 113,343.04