

NOTICE OF AWARD

DATE: 15 MAR 2023

GLORY P. TORREGOZA
Proprietress
AE'S SCHOOL SUPPLIES
BONBON LOOC, OCCIDENTAL MINDORO

Dear **Ms. Torregoza**;

We are pleased to inform you that the RFQ No. KC-2023-02-0020 for the “**PURCHASE REQUEST OF OFFICE SUPPLIES FOR THE ACT LOOC, OCCIDENTAL MINDORO**” is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Twenty-Nine Thousand Nine Hundred Thirty-Two Pesos Only (Php 29,932.00).**

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 X

Conformed:

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

AE'S SCHOOL SUPPLIES

Date: _____



DSWD MIMAROPA Region
PURCHASE ORDER

Supplier : <u>AE SCHOOL SUPPLIES</u>	P.O. No. : <u>KC-2023-04-0030</u>
Address : <u>BONBON LOOC, OCCIDENTAL MINDORO</u>	Date : <u>21-Mar-23</u>
TIN : <u>764-610-647</u>	Mode of Procurement : <u>Shopping B</u>

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


Place of Delivery :	<u>TARRIELA STREET, BARANGY GUITNA, LOOC OCCIDENTAL MINDORO</u>	Delivery Term : <u>FULL TERM</u>
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Date of Delivery :	<u>7-15 Days upon receipt of approved PO</u>	Payment Term : <u>Government Procedure</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	boxes	BALL POINT PEN, I-Gel GI-165 0.5Mm Ballpen , 12 Pcs (6pcs black and 6pcs blue) - DONG A MY GEL	2	400.00	800.00 ✓
2	boxes	SIGN PEN .5 (BLACK) 12pcs/box - DONG A HIGH TECH	1	500.00	500.00 ✓
3	pieces	CORRECTION TAPE, Disposable, Gear Type, Single Line Tape, 8 meters (min), 5mm width	20	30.00	600.00 ✓
4	pack	ENVELOPE, Expanding, legal, 380MM x 250 mm, with string and eyelet or elastic strap, 10s/ pack	2	200.00	400.00 ✓
5	pack	ORDINARY ENVELOPE (LONG) 100 pcs/pack	1	350.00	350.00 ✓
6	pack	EXPANDED FOLDER, with TAB, LEGAL, Tagboard, Leaf Dimension: 240mm x 365mm, Tab: 13mm, 50/pack	65	20.00	1,300.00 ✓
7	pieces	CLEAR FOLDER, with TAB, LEGAL, Tagboard, Leaf Dimension: 240mm x 365mm, Tab: 13mm	50	13.00	650.00 ✓
8	pack	WHITE FOLDER, with TAB, LEGAL, Tagboard, Leaf Dimension: 240mm x 365mm, Tab: 13mm, 50/pack-SYSTEM FILE FOLDER	50	10.00	500.00 ✓
9	pieces	CALCULATOR, 8-digits extra large LC-Display, Two-way power (solar+battery), plastic keys, rubber feet, key rollover - CASIO	2	550.00	1,100.00 ✓
10	pieces	OFFICE FILE HOLDER ORGANIZER desk file folder rack (File Magazine)	20	140.00	2,800.00 ✓
11	bottles	REFILLING INK black (PERMANENT) - PILOT	3	110.00	330.00 ✓
12	reams	PAPER, MULTICOPY, 70gsm, size: 8 1/4 x 11 3/4 (A4) - HARD COPY	10	250.00	2,500.00 ✓
13	pieces	STAMP PAD with refilling ink	2	40.00	80.00 ✓
14	reams	PAPER, MULTICOPY, 70gsm, size: 8 1/2 x 13mm (Legal) - HARD COPY	10	260.00	2,600.00 ✓
15	pieces	CUTTER with extra blade	5	50.00	250.00 ✓
16	pieces	MATRIX PENCIL SHARPENER 4.5" - HBW	2	300.00	600.00 ✓
17	boxes	PENCIL, #1 12pcs/box - MONGOL	5	120.00	600.00 ✓
18	boxes	STAPLE WIRE, STANDARD, 5000 wires per box #35 - HBW	8	50.00	400.00 ✓
19	rolls	TAPE, MASKING, width 24mm (±1mm) - ARMEK	5	50.00	250.00 ✓
20	boxes	PAPER FASTENER, LONG 8 1/2", assorted color 70mm, 50/box - HBW	6	125.00	750.00 ✓
21	boxes	PAPER CUTTER, A4 size - WOOD	1	720.00	720.00 ✓
22	boxes	Paper clips, (Small)	5	20.00	100.00 ✓
23	boxes	Paper clips, (Big)	5	40.00	200.00 ✓
24	boxes	Paper Fastener, assorted color 70mm, 50/box	10	50.00	500.00 ✓
25	boxes	BINDER CLIP "3/4	2	60.00	120.00 ✓
26	boxes	BINDER CLIP "1 1/4	2	72.00	144.00 ✓
27	boxes	BINDER CLIP "1	2	63.00	126.00 ✓
28	pieces	PLASTIC ENVELOPE WITH HANDLE (COLOR WHITE)	11	90.00	990.00 ✓
29	pieces	METAL MESH DESK 3 tier document tray	3	460.00	1,380.00 ✓
30	pieces	STICKY NOTES 1x3 2.5x7.6cm assorted color	9	33.00	297.00 ✓
31	pieces	STICKY NOTES 3x3 assorted color	15	38.00	570.00 ✓
32	bottles	EPSON (L3210) INK 003, BLACK-Epson 65ml	5	360.00	1,800.00 ✓
33	bottles	EPSON (L3210) INK 003, YELLOW-Epson 65ml	5	375.00	1,875.00 ✓
34	bottles	EPSON (L3210) INK 003, MAGENTA-Epson 65ml	5	375.00	1,875.00 ✓
35	bottles	EPSON (L3210) INK 003, CYAN-Epson 65ml	5	375.00	1,875.00 ✓
*** NOTHING FOLLOWS ***					
PR# <u>KC-2023-02-0020</u>					
Approved Budget for the Contract: <u>Php29,998.00</u>					
PURPOSE: <u>Purchase of Office Supplies of Looc, Occidental Mindoro</u>					
Prepared by: <u>Ma. Kahliel Kristal M. Ferranco</u>					
				TOTAL	29,932.00

(Total Amount in Words)	<u>Twenty-Nine Thousand Nine Hundred Thirty-Two Pesos Only.</u>	PHP <u>29,932.00</u>
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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 _____ Very truly yours, 
 Signature over Printed Name of Supplier LEONARDO C. REYNOSO, CESO III
Signature over Printed Name of Authorized Official
Regional Director

Date _____

Fund Cluster : <u>1</u> Funds Available : <u>29,932.00</u>	ORS/BURS No. : <u>02-101152023-04-0030</u> Date of the ORS/BURS : <u>4/11/2023</u> Amount : <u>29,932.00</u>
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Signature over Printed Name of AD V / FA III, Accounting Section 