



**PURCHASE ORDER**  
DSWD MIMAROPA Region  
Entity Name

Supplier: **TRISH OFFICE AND SCHOOL SUPPLIES**  
Address: **STA MARIA ROMBLON**  
TIN: **776-371-148-000**

P.O. No.: **2023-10-0926**  
Date: **October 20, 2023**  
Mode of Procurement: **NP-SVP**

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


Place of Delivery: **SWADT Office Romblon - Liwayway Odiongna Romblon**  
Date of Delivery: **15 cd upon receipt of approved PO**  
Delivery Term: **FOB Destination**  
Payment Term: **15-30 days upon final inspection**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	<b>AIR-CONDITION UNIT</b> Specifications *Inverter Type *2 HP *Window Type *With installation	2	46,000.00	92,000.00
<p align="center">8</p> <p>TOTAL APPROVED BUDGET FOR THE CONTRACT: (Php 99,800.00) RFQ No. 2023-09-1185</p> <p>PURPOSE: Procurement of Air-Condition Unit for the use of AICS Romblon-FY 2023. Prepared by: Ariel G. Sampan</p>			<b>TOTAL</b>		<b>92,000.00</b>

(Total Amount in Words) **Ninety-Two Thousand Pesos Only**

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  
**November 8, 2023**

Date

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

Fund Cluster: **1**  
Funds Available: **92,000.00**

  
Signature over Printed Name of Chief Accountant/Head of Accounting  
Accountant (II) - Accounting Section Head

ORS/BURS No.: **02-10101-2023-10-2502**  
Date of the ORS/BURS: **Oct 20, 2023**  
Amount: **92,000.00**

## NOTICE OF AWARD

Date: 17 OCT 2023


**MYRA M. GAAN**  
Authorized Representative  
TRISH OFFICE AND SCHOOL SUPPLIES  
Sta Maria, Romblon

Dear **Ms. Gaan**:


We are pleased to inform you that the RFQ No. 2023-09-1185 for the Procurement of Air-Condition Unit for the use of AICS Romblon FY 2023 is hereby awarded to you as the Bidder with the Lowest Calculated and Responsive Bid at a Contract Price equivalent in the amount of Ninety-Two Thousand Pesos Only (Php 92,000.00).

Please sign your conformity below and transmit 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)

**TRISH OFFICE AND SCHOOL SUPPLIES**

Date: November 8, 2023