

NOTICE OF AWARD

Date: 05 MAR 2024

MS. JOJIE R. VELINA
Proprietor
MOSTACO MARKETING
68A Lalaine Bennet St., BF Resort Village, Las Pinas City

Dear **Ms. Velina:**

We are pleased to inform you that the RFQ No. 2024-02-0118 for "Supply and Delivery of Office Supplies for Pantawid POO, Romblon for 1st Quarter, 2024" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **One Hundred Fifty Seven Thousand Nine Hundred Twenty One Pesos Only (Php157,921.00)**.

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 

Conforme:


JOJIE R. VELINA

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

MOSTACO MARKETING

Date: 3/19/24



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier : **MOSTACO MARKETING** P.O. No. : **2024-03-0123**
 Address : **68A Lalaine Bennet St., BF Resort Village, Las Pinas City** Date : **March 12, 2024**
 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 : **Pantawid Provincial Operation Office, 2nd Floor Alg Commercial Building, Ma. Roxas St., Brgy. Liwayway, Odiongan, Romblon** Delivery Term : **FOB Destination**
 Date of Delivery : **Twenty (20) Calendar Days after receipt of Approved Purchase Order** Payment Term : **15-30 days upon final inspection**

Property No	Unit	Description	Quantity	Unit Cost	Amount
SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR PANTAWID POO, ROMBLON FOR 1ST QUARTER, 2024					
1	piece	SIGN PEN, Medium Tip, Black - MYGEL 0.7	85	24.00	2,040.00
2	jar	GLUE, all-purpose, 200 grams - KIPPY 200 GRAMS	51	91.00	4,641.00
3	box	STAPLE WIRE, standard #35 - BOSS/GT/WELLS	51	30.00	1,530.00
4	roll	TAPE, packaging, 48 mm - EXCEL 50M	102	24.00	2,448.00
5	roll	TAPE, transparent, 24mm - EXCEL 50M	51	15.00	765.00
6	roll	TAPE, transparent, 48 mm - EXCEL 50M	51	24.00	1,224.00
7	box	CLIP, backfold, 25mm - BOSS/DIAMOND	51	20.00	1,020.00
8	box	CLIP, backfold, 32mm - BOSS/DIAMOND	51	28.00	1,428.00
9	box	CLIP, backfold, 50mm - BOSS/DIAMOND	51	72.00	3,672.00
10	piece	CORRECTION TAPE, film based type, 8meters - PREVAILED 8M	85	20.00	1,700.00
11	pad	NOTEPAD, stick-on, 76mm x 76mm (3" x 3") - BOSS/HWB/ACURA	102	20.00	2,040.00
12	ream	PAPER, MULTICOPY A4, 80gsm - CROCO 80GSM	165	211.00	34,815.00
13	ream	PAPER, MULTICOPY LEGAL, 80 gsm - CROCO 80GSM	165	240.00	39,600.00
14	piece	Ballpen Retractable (Black) 0.5 Mm Needle Point, Super Smooth Ink, Smudge Free, Fast Drying Ink, Long Lasting Ink, - HBW 0G-5	85	6.00	510.00
15	piece	Ballpen Retractable (Blue) 0.5 Mm Needle Point, Super Smooth Ink, Smudge Free, Fast Drying Ink, Long Lasting Ink, - HBW 0G-5	85	6.00	510.00
16	piece	Ballpen Retractable (Red) 0.5 Mm Needle Point, Super Smooth Ink, Smudge Free, Fast Drying Ink, Long Lasting Ink, - HBW 0G-5	85	6.00	510.00
17	piece	Signpen (Black), Gel, 0.5 Mm, Needle Point, 9.9 Mm Diameter Grip, Capped Snap On, Quick-Drying, Smear-Resistant, Dye Based Ink, - MYGEL 0.5	85	24.00	2,040.00
18	piece	RULER, plastic, 450mm (18"), width: 38mm min - SMITH/UK	4	37.00	148.00
19	roll	Double sided tape(Adhesive) 24mmx20m - KING 30M	17	95.00	1,615.00
20	pack	Photopaper, A4, 20 pcs/pack - VECO/ACACIA GLOSSY	17	65.00	1,105.00
21	piece	Certificate Holder, A4 Size: 210mm x 297mm (8.27 x 11.69) w/ 2 hangers for portrait or landscape orientations; Super Clear Transparency - ADVENTURER	20	46.00	920.00
22	piece	Manila Paper - VECO/ADVANCE	30	4.00	120.00
23	piece	Document Tray File Organizer(4-Tier Metal) - 4 LAYER METAL	30	414.00	12,420.00
24	piece	Daily Time Record - DTR FORM 48 100S/BOX	17	77.00	1,309.00
25	bundle	WHITE FOLDER, legal, 50 pieces per bundle - SYSTEM LOCAL WHITE 50S	9	293.00	2,637.00
26	cart	Ink, Cart LC 3619, Yellow - BROTHER LC-3619	3	1,295.00	3,885.00
27	piece	Flashdrive 32 GB OTG - SANDISK ULTRA M3.O/OTG 32GB 3.0 SDDD3	4	351.00	1,404.00
28	cart	Toner Cartridge HP LJ Pro MFP 4103(HP 151A / W1510A,) - HP 151A	3	7,845.00	23,535.00
29	bottle	INK EPSON 001, Black - EPSON 001	3	245.00	735.00
30	bottle	INK EPSON 001, Cyan - EPSON 001	3	245.00	735.00
31	bottle	INK EPSON 001, Magenta - EPSON 001	3	245.00	735.00
32	bottle	INK EPSON 001, Yellow - EPSON 001	3	245.00	735.00
33	piece	Ink, Canon, PG 71, Black - CANON PG-71	2	325.00	650.00
34	piece	Ink, Canon, GI -71, Cyan - CANON PG-71	2	325.00	650.00
35	piece	Ink, Canon, GI -71, Magenta - CANON PG-71	2	325.00	650.00
36	piece	Ink, Canon, GI -71, Yellow - CANON PG-71	2	325.00	650.00
37	piece	Sign pen, black, liquid/gel ink, 0.5mm ball needle point - P537 0.5 GEL	186	15.00	2,790.00

*****nothing follows*****
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Approved Budget for the Contract: Php182,345.41
PR No. 2024-02-0118
 Purpose: SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR PANTAWID POO, ROMBLON FOR 1ST QUARTER, 2024
 Prepared by: Emma Joy C. Nolasco


(Total Amount in Words) ONE HUNDRED FIFTY SEVEN THOUSAND NINE HUNDRED TWENTY ONE PESOS ONLY 157,921.00

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
 3/19/24
 Date

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

Fund Cluster : **01-101**
 Funds Available : **157,921.00**


DANILYN T. GALAN
 Signature over Printed Name of Accountant III / Section Head, Accounting Section

ORS/BURS No. : **2024-03-1403**
 Date of the ORS/BURS: **3/13/24**
 Amount : **157,921.00**