



### NOTICE OF AWARD

Date: 26 FEB 2024

**MS. AGNES S. GO**  
Authorized Representative  
JAEGO GENERAL MERCHANDISE  
Boac, Marinduque


Dear **Ms. Go**:

We are pleased to inform you that the RFQ No. 2024-02-0119 for "Supply and Delivery of Office Supplies for Pantawid POO, Marinduque for 1st Quarter 2024" is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid at a Contract Price equivalent to **Sixty Two Thousand Six Hundred Eight Pesos Only (Php62,608.00)**.

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:   
Agnes S. Go

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

**JAEGO GENERAL MERCHANDISE**

Date: 3-12-24





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

Supplier : <b>JAEGO GENERAL MERCHANDISE</b>	P.O. No. <b>2024-02-0083</b>
Address : <b>Boac, Marinduque</b>	Date : <b>February 28, 2024</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>Pantawid Provincial Operation Office, T. Del Mundo St., Brgy. Malusak, Boac, Marinduque</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>Twenty (20) Calendar Days after receipt of Approved Purchase Order</b>	Payment Term : <b>15-30 days upon final inspection</b>

Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR PANTAWID POO, MARINDUQUE FOR 1ST QUARTER, 2024</b>					
1	bottle	INK, for stamp pad	7	40.00	280.00
2	jar	GLUE, all-purpose, 200 grams - TM	7	40.00	280.00
3	box	STAPLE WIRE, standard #35 - TM	7	27.00	189.00
4	roll	TAPE, electrical, 0.16mm x 19mm x 4 m	7	70.00	490.00
5	roll	TAPE, masking, 24mm	14	25.00	350.00
6	roll	TAPE, masking, 48 mm	14	40.00	560.00
7	roll	TAPE, packaging, 48 mm	14	47.00	658.00
8	roll	TAPE, transparent, 24mm	14	23.00	322.00
9	roll	TAPE, transparent, 48 mm	14	30.00	420.00
10	box	CLIP, backfold, 19mm	35	20.00	700.00
11	box	CLIP, backfold, 25mm	35	25.00	875.00
12	box	CLIP, backfold, 32mm	35	28.00	980.00
13	box	CLIP, backfold, 50mm	21	65.00	1,365.00
14	piece	CORRECTION TAPE, film based type, 8meters - TM	51	18.00	918.00
15	tubè	CUTTER/UTILITY KNIFE, for general purpose	1	190.00	190.00
16	piece	DATA FOLDER - ARCH FILE	35	87.00	3,045.00
17	pack	FOLDER with tab, Legal, 100pieces/box	7	5.00	35.00
18	set	MARKER, Flourescent, 3 colors per set, assorted colors - FLEX	7	45.00	315.00
19	piece	MARKER, Permanent, Black - HBW	7	27.00	189.00
20	piece	MARKER, Permanent, Blue - HBW	7	27.00	189.00
21	piece	MARKER, Whiteboard, Black - FLEX	7	17.00	119.00
22	piece	MARKER, Whiteboard, Blue- FLEX	7	17.00	119.00
23	box	PAPER CLIP, viny/plastic coated, 33mm - TM/MGK	51	15.00	765.00
24	box	PAPER CLIP, viny/plastic coated, jumbo, 50mm - TM/MGK	51	24.00	1,224.00
25	piece	STAPLER, standard type - TM/MGK	7	80.00	560.00
26	pack	CARTOLINA, assorted colors, 20 pieces/color	7	200.00	1,400.00
27	pad	NOTEPAD, stick-on, 76mm x 100mm (3" x 4") - HBW	7	35.00	245.00
28	pad	NOTEPAD, stick-on, 76mm x 76mm (3" x 3") - HBW	7	23.00	161.00
29	piece	STENO NOTEBOOK, 40 leaves	7	30.00	210.00
30	ream	PAPER, MULTICOPY A4, 80gsm - PERFECT PRINT	84	221.00	18,564.00
31	ream	PAPER, MULTICOPY LEGAL, 80gsm - PERFECT PRINT	56	248.00	13,888.00
32	pack	PAPER, parchment, 100pcs/pack - 20S VISION	7	50.00	350.00
33	roll	DOUBLE SIDED TAPE, 1" - MGK	14	35.00	490.00
34	pack	PHOTO PAPER, A4, 10pieces/pack - JOJO	7	57.00	399.00
35	box	PLASTIC FASTENER, 50pieces/box - TM/MGK	21	32.00	672.00
36	piece	Ball Point Pen, fine point, blue - PILOT	52	23.00	1,196.00
37	piece	Sign Pen, black, liquid/gel, 0.5mm, needle tip - MYGEL	52	23.00	1,196.00
38	bottle	Ink Bottle, Epson 005, black, 120ml - EPSON	19	300.00	5,700.00
39	bottle	Ink, Epson 003, black - EPSON	8	150.00	1,200.00
40	bottle	Ink, Epson 003, cyan - EPSON	4	150.00	600.00
41	bottle	Ink, Epson 003, magenta - EPSON	4	150.00	600.00
42	bottle	Ink, Epson 003, yellow - EPSON	4	150.00	600.00

(Total Amount In Words) **Sixty Two Thousand Six Hundred Eight Pesos Only** 62,608.00

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:   
Jaego S. Co  
 Signature over Printed Name of Supplier

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

3-12-24