



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier : MOSTACO MARKETING	P.O. No. : 2024-04-0193
Address : 68A Lalaine Bennet Street BF Resort Village Las Pinas City	Date : April 15 2024
TIN : 915-524-116-000	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 cor. Malvar St., Malate, Manila)	Delivery Term : Full Term
Date of Delivery : Fifteen (15) Calendar days upon receipt of approved Purchase Order (P.O)	Payment Term : 15-30 days upon final inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Drum	Brother Drum DR-3608	5	11,090.00	55,450.00
2	Toner	Brother Toner TN-3608	5	4,390.00	21,950.00
3	Drum	Brother Drum DR-455	1	6,890.00	6,890.00
4	Toner	Brother Toner TN-3448	1	4,955.00	4,955.00
5	Box	Correction Tape, 5mm x 10mm, 12 pcs per box	2	225.00	450.00
6	Piece	12-Digit numbering stamp	2	1,500.00	3,000.00
7	Bottle	70% Solution Isopropyl Alcohol with Moisturizer 1L Pump	3	104.00	312.00
8	Box	Hi-tecpoint Rollerball pen Tip size: 0.5mm, Writing width: 0.30mm Ink Color: Black, 12pcs/box	10	705.00	7,050.00
9	Box	Hi-tecpoint Rollerball pen Tip size: 0.5mm, Writing width: 0.30mm Ink Color: Blue, 12pcs/box	10	705.00	7,050.00
10	Box	Retractable Ballpoint pen, 0.50mm tip, fine Black 12pcs/Box	3	60.00	180.00
11	Box	Retractable Ballpoint pen, 0.50mm tip, fine Blue 12pcs/Box	3	60.00	180.00
12	Roll	Tape, Transparent, 24mm 50m/Roll	10	14.00	140.00
13	Roll	Tape, Transparent, 48mm 50m/Roll	5	23.00	115.00
14	Roll	Tape, Masking, 24mm 50m/Roll	10	50.00	500.00
15	Roll	Tape, Masking, 48mm 50m/Roll	10	94.00	940.00
16	Roll	Tape, Double Sided, w/Foam, 18mm, 10m/Roll	3	250.00	750.00
17	Piece	Magazine File Box, Color Blue, Chipboard (min.): 3mm thick leatherette paper for outside cover, Coated paper for inside lining Size: 15 in x 9.5 in x 4.5 in *** Nothing Follows***	20	88.00	1,760.00
					111,672.00
Approved Budget for the Contract: Php113,090.00 PR No.: 2024-03-0268 Purpose: Purchase of SLP RPMO office supplies for 2nd quarter CY 2024 Prepared by: Mark Anthony Diones					

(Total Amount in Words)	One Hundred Eleven Thousand Six Hundred Seventy-Two Pesos Only	111,672.00
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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:


JOULIE R. VELINA
 Signature over Printed Name of Supplier

Date 4/22/24

Very truly yours,


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

Fund Cluster : **101**
 Funds Available : **111,672.00**
 Signature over Printed Name of Accountant II - Head, Accounting Section

02-101101-2024-04-279
 ORS/BURS No. : _____
 Date of the ORS/BURS: **04/13/24**
 Amount : **111,672.00**

NOTICE OF AWARD

DATE: 12 APR 2024

Ms. Jojie R. Velina
Authorized Representative
MOSTACO MARKETING
68A Lalaine Bennet Street BF Resort Village Las Pinas City


Dear **Ms. Velina**:

We are pleased to inform you that the RFQ No. 2024-03-0268 for the "Supply and Delivery of Office Supplies for SLP RO Staff for 2nd Quarter CY 2024" is hereby awarded to you as the Bidder with the Lowest Calculated & Responsive Bidder at a Contract Price equivalent to **One Hundred Eleven Thousand Six Hundred Seventy-Two Pesos Only (Php111,672.00)**.

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


TERESITA L. VALENTINO
Officer-In-Charge
Special Order no. _____ Series of _____

Conforme:


JOJIE R. VELINA

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

MOSTACO MARKETING

Date: 4/22/24

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