



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier: MOSTACO MARKETING	P.O. No.: 2024-04-0212
Address: 68A Lalaine Bennet St., BF Resort Village, Las Piñas City	Date: April 23, 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: SWADT Occidental Mindoro Office (Burgos St., Brgy. Paq-asa, San Jose, Occidental Mindoro)	Delivery Term: Full Term
Date of Delivery: Twenty (20) calendar days upon receipt of approved Purchase Order (PO)	Payment Term: 15-30 days upon final inspection

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	ream	PAPER, Multicopy, 80gsm, size: 210mm x 297mm (A4) (Croco 80gsm)	500	239.00	119,500.00
2	roll	TAPE, Masking, 48mm (Excel 20Y)	60	63.00	3,780.00
3	roll	TAPE, Transparent, width 48mm (Excel 50m)	150	24.00	3,600.00
4	piece	TAPE DISPENSER, Table top (Boss/Prevailed/UK)	2	91.00	182.00
5	piece	CORRECTION TAPE, 6 meter (min) individual pack (Prevailed 8M)	400	20.00	8,000.00
6	piece	MARKER, Fluorescent, 3pcs/pack (Excel, green, orange, yellow, 3s/pack)	20	39.00	780.00
7	pad	STICKY NOTE PAD, 3" x 3" (Boss/HBW/Acura)	120	20.00	2,400.00
8	piece	SIGN PEN, Black, medium tip (My Gel 0.7)	300	25.00	7,500.00
9	piece	SIGN PEN, Blue, medium tip My Gel 0.7)	500	25.00	12,500.00
10	piece	BALLPEN, Black, 0.5mm, 50pcs/tube (HBW 50s)	30	169.00	5,070.00
11	box	STAPLE WIRE, Standard (Boss/GT/Wells)	90	29.00	2,610.00
12	piece	STAPLER, Standard type with remover (Boss/Prevailed)	42	94.00	3,948.00
13	piece	STAPLE REMOVER, Plier Type (Joy/HBW/UK)	40	56.00	2,240.00
14	piece	CUTTER/ UTILITY KNIFE, For general purposes	20	19.00	380.00
15	pair	SCISSORS, Symmetrical/asymmetrical, 8" (Boss/Prevailed/UK)	50	37.00	1,850.00
16	piece	PUNCHER, For paper, Heavy duty (Boss/Prevailed)	20	156.00	3,120.00
17	piece	PENCIL SHARPENER, Table top, Heavy duty (Matrix)	2	284.00	568.00
18	box	CLIP, Backfold, 19mm (Boss/Diamond)	4	15.00	60.00
19	box	CLIP, Backfold, 25mm (Boss/Diamond)	4	20.00	80.00
20	box	CLIP, Backfold, 32mm (Boss/Diamond)	4	28.00	112.00
21	box	CLIP, Backfold, 50mm Boss/Diamond)	4	71.00	284.00
22	roll	TWINE, Plastic (1 kilo)	8	71.00	568.00
23	piece	RULER, Flexible, plastic, 450mm (Smith/UK)	30	37.00	1,110.00
24	box	FASTENER, Plastic, 50pcs/box, 2 holes (Rambo/Prince)	5	32.00	160.00
25	roll	STAMP PAD INK, Blue, 30ml (HBW 60ml)	21	19.00	399.00
26	book	RECORD BOOK, 500 pages (Official Vision)	3	179.00	537.00
27	jar	GLUE, All Multi-purpose, 473ml (Elmer's)	30	316.00	9,480.00

>>>> NOTHING FOLLOWS <<<<<

Approved Budget for the Contract: Php262,240.00
 PR No.: 2024-03-0282
 Purpose: Purchase & Delivery of Office Supplies for the use of AICS Staff in SWADT Occidental Mindoro Office for the 1st Semester of CY-2024
 Prepared by: Dave T. Corcoro

190,818.00

(Total Amount in Words)	One Hundred Ninety Thousand Eight Hundred Eighteen Pesos Only	190,818.00
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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:

JOSEPH R. VELINA
 Signature over Printed Name of Supplier

Date 5/2/24

Very truly yours,

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

Fund Cluster: **1**
 Funds Available: **P 190,818.00**
REYNOLD WILBERT L. TONGDO
 Signature over Printed Name of Accountant III/ Head, Accounting Section

ORS/BURS No.: **02-101101-2024-04-2422**
 Date of the ORS/BURS: **April 24, 2024**
 Amount: **P 190,818.00**

NOTICE OF AWARD

Date: 19 APR 2024

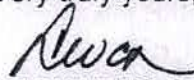
MS. JOJIE R. VELINA
Owner
MOSTACO MARKETING
68A Lalaine Bennet St., BF Resort Village
Las Piñas City

Dear Ms. Velina:

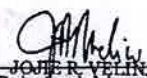
We are pleased to inform you that the RFQ No. 2024-03-0282 for the "Purchase & Delivery of Office Supplies for the use of AICS Staff in SWADT Occidental Mindoro Office for the 1st Semester of CY-2024" is hereby awarded to you as the Lowest Calculated & Responsive Bid at a Contract Price equivalent to One Hundred Ninety Thousand Eight Hundred Eighteen Pesos Only (Php 190,818.00).

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:



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

MOSTACO MARKETING

Date: 5/2/24