



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: MARIELLE COMMERCIAL	P.O. No: 2024-04-0247
Address: Aborlan, Palawan	Date: April 29, 2024
TIN: 335-722-752-000	Mode of Procurement: SHOPPING B

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

Place of Delivery: SLP Palawan Office (PEO) Cmpd. Bay Bangao, Bangao, Puerto Princes City, Palawan	Delivery Term: Full Term
Date of Delivery: Thirty (30) 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, COPY, Multi-purpose, A4, 80gsm, 500 sheets/ream	204	260.00	53,040.00
2	piece	ENVELOPE, Brown long 150gsm	416	7.00	2,912.00
3	piece	FOLDER, Expanding, long, green	240	20.00	4,800.00
4	piece	TAPE, Transparent, 48mm, 50meters	192	45.00	8,640.00
5	piece	ENVELOPE, Expanding, transparent, long, plastic (with button)	188	19.00	3,572.00
6	piece	CORRECTION TAPE, 5mm x 8 meters (individually pack)	174	35.00	6,090.00
7	piece	GEL PEN, Retractable, 0.5mm, black (smooth writing trusted brand)	92	30.00	2,760.00
8	piece	GEL PEN, Retractable, 0.5mm, blue (smooth writing trusted brand)	92	30.00	2,760.00
9	piece	ENVELOPE, Expanding, kraft, long (with ties)	192	20.00	3,840.00
10	box	PAPER CLIP, 50mm, 100 pieces per box	142	36.00	5,112.00
11	box	MARKER, Permanent, broad tip, black, 12 pcs/box	4	550.00	2,200.00
12	box	FASTENER, Plastic, 50 pcs/box (#4)	144	55.00	7,920.00
13	bottle	EPSON 003 ECO TANK REPLACEMENT INK, Black, 65ml (Authentic)	156	360.00	56,160.00
14	bottle	BROTHER INK BYD60, Black, 108ml	20	450.00	9,000.00
15	box	STAPLE WIRE, #35, 5000 wires/box	122	45.00	5,490.00
16	pad	SIGN HERE STICKY NOTES STRIPS, With dispenser, 1.3 x 4 3cm, 4 case x 36 sheets	42	39.00	1,638.00
17	piece	CALCULATOR, Compact, two way power source, LCD display, with CE mark (Manufacturer must be ISO 9001:2008 Certified)	2	750.00	1,500.00
>>>> NOTHING FOLLOWS <<<<<					
Approved Budget for the Contract: Php190,950.00 PR No.: 2024-04-0334 Purpose: Purchase & Delivery of Office Supplies for the use of SLP-Palawan Staff for the 2nd Quarter of CY-2024 Prepared by: Dave T. Corcoro					177,434.00

(Total Amount in Words)	One Hundred Seventy-Seven Thousand Four Hundred Thirty-Four Pesos Only	177,434.00
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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:

MARICEL A. FERRIOL
 Signature over Printed Name of Supplier
 Date: 5/13/2024

Very truly yours,

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

Fund Cluster: <u>101</u>	ORS/BURS No.: <u>02-10101-2024-05-2023</u>
Funds Available:	Date of the ORS/BURS: <u>MAY 2, 2024</u>
 REYNOLD WILBERT L. TONGDO Signature over Printed Name of Accountant III/ Head, Accounting Section	Amount: <u>177,434.00</u>

NOTICE OF AWARD

Date APR 2024


MS. CHITA O. ANGCAP
Proprietor
MARIELLE COMMERCIAL
Poblacion, Aborlan, Palawan

Dear Ms. Angcap:

We are pleased to inform you that the RFQ No. 2024-04-0334 for the "Purchase & Delivery of Office Supplies for the use of SLP-Palawan Staff for the 2nd Quarter of CY-2024" is hereby awarded to you as the Lowest Calculated & Responsive Bid at a Contract Price equivalent to One Hundred Seventy-Seven Thousand Four Hundred Thirty-Four Pesos Only (Php 177,434.00).

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:


MARICEL A. FERRIOL
Authorized Representative

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

MARIELLE COMMERCIAL

Date: May 13, 2024