

Supplier : <b>MOSTACO MARKETING</b>	P.O. No. : <b>KC-2024-04-0053</b>
Address : <b>68A Lalaine Bennet St., BF Resort Village Las Piñas City</b>	Date : <b>30-Apr-24</b>
TIN : <b>915-524-116-000</b>	Mode of Procurement : <b>SHOPPING FOR GOODS</b>

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

Place of Delivery : <b>Field Office MIMAROPA Region, 1680 F.T. Benitez corner Malvar Sts., Malate, Manila</b>	Delivery Term : <u>FOB Destination</u>
Date of Delivery : <b>15 days upon receipt of approved Purchase Order</b>	Payment Term : <u>Government Procedure</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	BALLPEN, Ball point 0.3 (black)	22	28.00	616.00
2	box	BALLPEN, BLACK, liquid/gel ink, 0.5mm ball needle point, 12s/box	23	283.00	6,509.00
3	set	BLADE, for general purpose cutter/utility knife, 10 pieces per tube for refilling	9	19.00	171.00
4	pcs	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	62	143.00	8,866.00
5	pc	Clearbook, Long size	25	39.00	975.00
6	box	CLIP, backfold, 19mm	107	15.00	1,605.00
7	box	CLIP, backfold, 25mm	103	20.00	2,060.00
8	box	CLIP, backfold, 32mm	101	28.00	2,828.00
9	box	CLIP, backfold, 50mm	115	71.00	8,165.00
10	pc	Clip board, wooden or leatherette, Long size	2	47.00	94.00
11	piece	CORRECTION TAPE, 8 meters	662	20.00	13,240.00
12	piece	CUTTER/UTILITY KNIFE, Retractable blade, Stainless or Aluminum Body, Size Big	23	72.00	1,656.00
13	piece	DATA FILE BOX, Desktop File Magazine Folder Holder - sections hollow documents organizer file dividers	75	117.00	8,775.00
14	piece	DATA FOLDER, Ring Binder Folder, horizontal Legal Size	253	101.00	25,553.00
15	pc	Dater Rubber Stamp, 3mm	2	39.00	78.00
16	pcs	Dater, Self Inking Stamp	11	345.00	3,795.00
17	roll	Duct tape, 48 mm	2	65.00	130.00
18	piece	ERASER, felt, for blackboard/whiteboard, Magnetic	3	29.00	87.00
19	box	FASTENER, plastic, non-sharp edges, 50 sets per box	53	46.00	2,438.00
20	piece	FOLDER with tab, A4, per piece	80	6.00	480.00
21	piece	FOLDER, with TAB, LEGAL, Tagboard, Leaf Dimension:240mm x 365mm, Tab: 13mm	131	6.00	786.00
22	jar	GLUE, all-purpose, 200 grams	34	91.00	3,094.00
23	cart	HP ink 680, Black	15	555.00	8,325.00
24	cart	HP ink 680, Tri-color	5	555.00	2,775.00
25	pack	Laminating film A4 250 Microns	1	1,248.00	1,248.00
26	pack	Laminating Film, 70mm x 100 mm - for IDs 100pcs/pack	1	72.00	72.00
27	pack	Laminating Film, 80mm x 110 mm - for IDs 100pcs/pack	1	85.00	85.00
28	pack	Laminating Film, A4, 216mm x 303mm- 100pcs/pack	1	1,248.00	1,248.00
29	bundle	LOOSELEAF COVER, 50 sets per bundle	22	1,680.00	36,960.00
30	set	MARKER, Flourescent, 3 colors per set (Highlighter)	26	39.00	1,014.00
31	box	MARKER, Whiteboard, Black, 12s/box	15	195.00	2,925.00
32	box	MARKER, Whiteboard, Blue, 12s/box	4	195.00	780.00
33	box	MARKER, Whiteboard, Red, 12s/box	2	195.00	390.00
34	pc	Metal Desk Organizer, 3 Layers, Heavy Duty Quality (not sliding)	4	457.00	1,828.00
35	pad	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	48	17.00	816.00
36	pad	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	13	20.00	260.00

\*\*\*Nothing follows\*\*\*  
Page 1 of 2

PR# KC-2024-04-0055  
Approved Budget for the Contract: Php320,000.00  
Purchase and Delivery of Office Supplies for KALAHYAN-CIDSS RPMO for 1st Semester of FY 2024  
Prepared by: *Sheiwe Ann M. Domingo*

(Total Amount in Words)	Three Hundred Seventeen Thousand Nine Hundred Sixty-Nine Pesos only	Sub Total	PHP 150,727.00
-------------------------	---	-----------	----------------

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:

*JOJIE R. VELINA*  
**JOJIE R. VELINA**

Signature over Printed Name of Supplier

Date: 5/30/24

Very truly yours,

*LEONARDO C. REYNOSO*

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

Fund Cluster : 101 2 102  
Funds Available : P317,969.00

*DANIEL M. RIVERA*  
**DANIEL M. RIVERA**

Signature over Printed Name of AO / FA III Accounting Section

02-105428-2024-05-044 91  
ORS/BURS No. : 02-102101-2024-05-3251/3252  
Date of the ORS/BURS: MAY 22, 2024  
Amount : P317,969.00

**DSWD MIMAROPA Region  
PURCHASE ORDER**

Supplier : <b>MOSTACO MARKETING</b>	P.O. No. : <b>KC-2024-04-0053</b>
Address : <b>68A Lalaine Bennet St., BF Resort Village Las Piñas City</b>	Date : <b>30-Apr-24</b>
TIN : <b>915-524-116-000</b>	Mode of Procurement : <b>SHOPPING FOR GOODS</b>

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


Place of Delivery : <b>Field Office MIMAROPA Region, 1680 F.T. Benitez corner Malvar Sts., Malate, Manila</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>15 days upon receipt of approved Purchase Order</b>	Payment Term : <b>Government Procedure</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
37	pad	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	23	25.00	575.00
38	pc	Office Warehouse Storage Box w/ lid Black Legal (10.5"x16.25x12.5)	3	325.00	975.00
39	box	PAPER CLIP, vinly/plastic coated, 33mm	59	10.00	590.00
40	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	53	21.00	1,113.00
41	ream	PAPER, A3 80gsm	1	438.00	438.00
42	ream	PAPER, MULTICOPY A4, 500 sheets per ream	200	209.00	41,800.00
43	pack	PAPER, parchment, 100pcs/pack	79	286.00	22,594.00
44	pc	Hard Plastic Expanding File Folder, Highquality with pockets	4	148.00	592.00
45	piece	PENCIL SHARPENER, manual, mountable type, with metal clamp, single cutter head, 9-10mm hole in diameter	4	284.00	1,136.00
46	box	PENCIL, lead/graphite, with eraser, one (1) dozen per box	5	42.00	210.00
47	piece	ENVELOPE, Expanding, legal, 380MM x 250 mm, with string and eyelet or elastic strap, Brown	420	15.00	6,300.00
48	pc	Plastic envelope, expanding with Handle	88	57.00	5,016.00
49	piece	FOLDER, Expanding/Pressboard, legal, 380MM x 250 mm, White	137	20.00	2,740.00
50	piece	PUNCHER, paper, heavy duty, with two hole guide, 1 diameter of hole, 7mm (approx) distance between two holes 70mm (0.5mm) center to center, Punching depth, 12mm, with lever lock	1	156.00	156.00
51	book	RECORD BOOK, 300 PAGES	28	141.00	3,948.00
52	book	RECORD BOOK, 500 PAGES	16	179.00	2,864.00
53	box	RUBBER BAND No. 18, 350g	8	156.00	1,248.00
54	box	Sign Here Sticky Notes, one pack has 5 colors approx 100pcs per pack, neon translucent type sticky note signs	662	33.00	21,846.00
55	box	SIGN PEN, Black, High Quality 12s/box	22	564.00	12,408.00
56	box	SIGN PEN, Blue, High Quality 12s/box 12s/box	18	564.00	10,152.00
57	pack	Special Board Paper for Certificate, A4 250gsm, 100s/pack	4	351.00	1,404.00
58	piece	STAMP PAD, felt	5	52.00	260.00
59	Box	Staple Wire, Standard 5000 Wires per box	77	29.00	2,233.00
60	piece	TAPE DISPENSER, table top	8	91.00	728.00
61	roll	TAPE, masking, 24mm	22	29.00	638.00
62	roll	TAPE, masking, 48 mm	9	63.00	567.00
63	roll	TAPE, packaging, 48 mm	20	24.00	480.00
64	roll	TAPE, transparent, 24mm	132	15.00	1,980.00
65	roll	TAPE, transparent, 48 mm	20	24.00	480.00
66	roll	TWINE, plastic	21	71.00	1,491.00
67	pc	Self-Inking Name Stamp Font size: 11 Arial	1	1,560.00	1,560.00
68	pc	Self-Inking Name Stamp Font size: 11 Arial	1	1,560.00	1,560.00
69	pc	Self-Inking Stamp (Received) - *SEE ATTACHED LAYOUT*	3	1,560.00	4,680.00
70	pc	Self-Inking Customized PR Numbering Stamp Customized - *SEE ATTACHED LAYOUT*	4	1,560.00	6,240.00
71	pc	Self-Inking Customized Stamp Customized - *SEE ATTACHED LAYOUT* - 2.3cm x 5.2cm	2	1,560.00	3,120.00
72	pc	Self-Inking Customized Stamp Customized - *SEE ATTACHED LAYOUT* - 1.3cm x 3.7cm	2	1,560.00	3,120.00
***Nothing follows***					
Page 2 of 2					
PR# KC-2024-04-0055				Page 1	150,727.00
Approved Budget for the Contract: Php320,000.00				Page 2	167,242.00
Purchase and Delivery of Office Supplies for KALAHICIDSS RPMO for 1st Semester of FY 2024					
Prepared by: <i>Sheiwe Ann M. Domingo</i>					

(Total Amount in Words)	Three Hundred Seventeen Thousand Nine Hundred Sixty-Nine Pesos only	PHP 317,969.00
-------------------------	---	----------------

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:



**JOJE R. VELINA**  
Signature over Printed Name of Supplier

Date: 5/30/24

Very truly yours,



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

Fund Cluster : <i>104/02</i> Funds Available <i>₱317,969.00</i>  <b>DANIEL M. RIO JR.</b> Signature over Printed Name of AO / FA / Accounting Section	<i>02-105428-2024-05-0449</i> ORS/BURS No. : <i>02-10101-2024-05-3251/3252</i> Date of the ORS/BURS: <i>MAY 22, 2024</i> Amount : <i>₱317,969.00</i>
--	---



Department of Social Welfare and Development  
 DSWD-GF-010 | REV 01 | 17 AUG 2022



## NOTICE OF AWARD

Date: 30 APR 2024


**JOJIE REPIA VELINA**  
 Proprietress  
 MOSTACO, MARKETING  
 6B-A Lalaine Bennet St., Bf Resort Village  
 Talon Dos, Las Pinas City


Dear **Ms. Velina,**

We are pleased to inform you that the RFQ No. KC-2024-04-0055 for the "Purchase and Delivery of Office Supplies for KALAHI-CIDSS RPMO for 1st Semester of FY 2024" is hereby awarded to you as the Lowest Calculated Responsive Bidder at a Contract Price equivalent to **Three Hundred Seventeen Thousand Nine Hundred Sixty-Nine Pesos Only (Php317,969.00).**

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

Conformed   
**JOJIE R. VELINA**  
 (Signature over Printed Name of Bidder's Authorized Representative)

**MOSTACO MARKETING**

Date: 5/30/24

