



PURCHASE ORDER  
DSWD MIMAROPA Region  
Entity Name

Order: JAEGO GENERAL MERCHANDISE P.O. No: 2024-04-0214  
 Iss: San Miguel Boac, Marinduque Date: April 23, 2024  
102-219-005-000 Mode of Procurement: SHOPPING B

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

Delivery Term: Full Term  
 Payment Term: 15-30 days upon final inspection

Stock/Inventory No	Unit	Description	Quantity	Unit Cost	Amount
1	ream	PAPER, Multi-purpose, A4 70gsm (Valiant)	20	188.00	3,760.00
2	ream	PAPER, Multi-purpose, Legal 70gsm (Valiant)	20	210.00	4,200.00
3	piece	PENCIL, Lead with eraser (Mongol)	25	120.00	3,000.00
4	bottle	INK BOTTLE, EPSON 001, Black	20	205.00	4,100.00
5	bottle	INK BOTTLE, EPSON 001, Magenta	10	205.00	2,050.00
6	bottle	INK BOTTLE, EPSON 001, Yellow	10	205.00	2,050.00
7	bottle	INK BOTTLE, EPSON 001, Cyan	10	205.00	2,050.00
8	piece	BALLPEN Gel pen Black (Sunbeam)	200	16.00	3,200.00
9	piece	BALLPEN Gel pen Blue (Sunbeam)	50	16.00	800.00
10	piece	CORRECTION TAPE, 6mm	50	18.00	900.00
11	piece	RECORD BOOK, 300 leaves (Vision)	10	59.00	590.00
12	pad	SIGN HERE TEXT 5 in 1	50	70.00	3,500.00
13	piece	STAMP PAD No. 3	10	45.00	450.00
14	piece	STAPLE WIRE REMOVER, Pier Type (Joy)	10	90.00	900.00
15	box	STAPLE WIRE, Standard (TM)	10	27.00	270.00
16	piece	STAPLER, Standard (TM/MGK)	10	80.00	800.00
17	piece	EXPANDED FOLDER, Long, green (PIX)	50	20.00	1,000.00
18	piece	EXPANDED FOLDER, Long, red (PIX)	50	20.00	1,000.00
19	piece	EXPANDED FOLDER, Long, yellow (PIX)	100	20.00	2,000.00
20	piece	EXPANDED FOLDER, Long, pink (PIX)	100	20.00	2,000.00
21	piece	EXPANDED FOLDER, Long, orange (PIX)	100	20.00	2,000.00
22	piece	EXPANDED ENVELOPE, Pink (Paper Fox)	20	14.00	280.00
23	piece	EXPANDED ENVELOPE, Green (Paper Fox)	20	14.00	280.00
24	piece	EXPANDED ENVELOPE, Red (Paper Fox)	20	14.00	280.00
25	piece	EXPANDED ENVELOPE, Yellow (Paper Fox)	20	14.00	280.00
26	piece	EXPANDED ENVELOPE, Orange (Paper Fox)	20	14.00	280.00
27	piece	EXPANDED ENVELOPE, Long, brown (Paper Fox)	100	14.00	1,400.00
28	piece	PUNCHER, Two hole adjustable paper gauge with punch tool (TM/MGK)	5	145.00	725.00
29	piece	TAPE DISPENSER, Big Heavy duty (TM/MGK)	5	87.00	435.00
30	bottle	STAMP PAD INK, 50ml, Blue (Joy)	10	40.00	400.00
31	bottle	STAMP PAD INK, 50ml, Black (Joy)	5	40.00	200.00
32	bottle	Glue, All purpose 240g	10	40.00	400.00
33	piece	WHITEBOARD MARKER, Fine tip, 1.0mm Black (Flex)	5	17.00	85.00
34	piece	TWO (2) HOLE METAL PENCIL SHARPEKER WITH CONTAINER (MGK)	36	260.00	9,360.00
35	piece	RULER, Twelve (12) inches flexible (Joy/Prince)	36	8.00	288.00
36	piece	SCISSOR, 8 inches (TM/Master)	10	45.00	450.00
>>>> NOTHING FOLLOWS <<<<<					
Approved Budget for the Contract: Pnp64 265.00					55,813.00
PR No. 2024-03-0214					
Purpose: Purchase & Delivery of Office Supplies for the use of AICS					
Start in SWADT Marinduque Office for the 1st Semester of CY-2024					
Prepared by: Dave T. Cordaro					

(Total Amount in Words) Fifty-Five Thousand Eight Hundred Thirteen Pesos Only **55,813.00**

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 items.

Conforme

*[Signature]*  
**AGNES S. COO**  
 Signature over Printed Name of Supplier

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

Date: 5/3/24

Fund Cluster: 1  
 Funds Available: 7,350,000.00  
**REYNOLD WILBERT L. TONGDO**  
 Signature over Printed Name of Accountant in Charge Accounting Section

ORS/BURS No. 72 00 01 2024 001 001  
 Date of the ORS/BURS: 2024-04-23  
 Amount: P 55,813.00

## NOTICE OF AWARD

Date \_\_\_\_\_

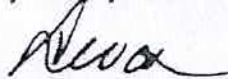
**MS. MELCHAN J. GO**  
Owner  
JAEGO GENERAL MERCHANDISE  
San Miguels Boac Marinduque

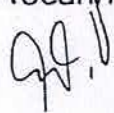
Dear Ms. Go:

We are pleased to inform you that the RFQ No. 2024-03-0284 for the "Purchase & Delivery of Office Supplies for the use of AICS Staff in SWADT Marinduque Office for the 1<sup>st</sup> Semester of CY-2024" is hereby awarded to you as the Lowest Calculated & Responsive Bid at a Contract Price equivalent to Fifty-Five Thousand Eight Hundred Thirteen Pesos Only (Php 55,813.00). ^

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: 5/3/24



**Award Notice Abstract (Ref No.: 4833889)**

**Status: Updated**

<p><b>Reference Number:</b> 10731322</p> <p><b>Control Number:</b> 2024-03-0284</p> <p><b>Bid Notice Title:</b> 2024-03-0284 - Purchase and delivery of office supplies for the use of AICS Marinduque for 1st semester CY 2024</p> <p><b>Approved Budget:</b> Php64,265.00</p> <p><b>Procurement Mode:</b> Shopping - Ordinary/Regular Office Supplies &amp; Equipment (Sec. 52.1.b)</p> <p><b>Classification:</b> Goods</p> <p><b>Category:</b> Office Supplies and Devices</p> <p><b>Applicable Procurement Rules:</b> Implementing Rules and Regulations</p> <p><b>Funding Source:</b> Government of the Philippines (GOP)</p> <p><b>Funding Instrument:</b> General Appropriations Act</p> <p><b>Area of Delivery:</b> Marinduque</p> <p><b>Delivery Period:</b> 20 Day/s</p> <p><b>Contact Person:</b> Harvy Calabio</p> <p><b>Created By:</b> Harvy Calabio</p>	<p><b>DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION IV-B</b> 1680 Benitez corner Malvar St. Malate, Manila Manila Metro Manila, NCR, Philippines <b>Office Supplies</b></p> <p><b>Awardee :</b> JAEGO GENERAL MERCHANDISE <b>Address :</b> Mercader St. cor. 1 de Noviembre St. San Miguel Boac Marinduque, Region IV-B, Philippines</p> <p><b>Contact Person :</b> Jeric Michael Salvo Go <b>Designation :</b> Liaison Officer</p> <table border="1"> <thead> <tr> <th colspan="3">Line Item</th> </tr> <tr> <th>#</th> <th>Product/Service/Project Name</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Office Supplies, Purchase and delivery of office supplies for the use of AICS Marinduque for 1st semester CY 2024, 44120000, 1, Lot</td> <td>Php64,265.00</td> </tr> </tbody> </table> <p><b>Reason for Award :</b> Lowest calculated and responsive bidder.</p>	Line Item			#	Product/Service/Project Name	Budget	1	Office Supplies, Purchase and delivery of office supplies for the use of AICS Marinduque for 1st semester CY 2024, 44120000, 1, Lot	Php64,265.00	<p><b>Award Type:</b> Award Notice</p> <p><b>Contract Amount:</b> Php55,813.00</p> <p><b>Award Date:</b> 19-Apr-2024</p> <p><b>Publish Date:</b> 08-May-2024</p> <p><b>Date Last Updated:</b> 08-May-2024</p> <p><b>Contract Number:</b> 2024-04-0214</p> <p><b>Proceed Date:</b> 03-May-2024</p> <p><b>Contract Effectivity Date:</b> 03-May-2024</p> <p><b>Contract End Date:</b> 23-May-2024</p> <p><b>Created By:</b> Harvy B. Calabio</p> <p><b>Date Created:</b> 08-May-2024</p> <p><b>Approver:</b> Harvy B. Calabio</p> <p><b>View Documents:</b> 4</p>
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