



PURCHASE ORDER
DSWD MIMAROPA Region
Entity Name

Supplier: LAMBERT TRADING	P O. No.: 2024-09-0618
Address: Marcos District, Talavera Nueva Ecija	Date: September 25, 2024
TIN: 220-834-592-000	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 FO 1860 F.Y. Benitez St. cor Malvar St. Malate, Manila	Delivery Term: F.O.B Destination
Date of Delivery: 15 CD upon receipt of approved PO	Payment Term: 15-30 days upon final inspection

Stock/Property No	Unit	Description	Quantity	Unit Cost	Amount
Purchase of Office Supplies for for CIS AICS Regional Office 2nd Semester					
1	roll	TAPE, masking, 24mm	20	37.00	740.00
2	roll	TAPE, TRANSPARENT, width 24mm	100	30.00	3,000.00
3	pc	TAPE DISPENSER, table top	6	100.50	603.00
4	pc	CORRECTION TAPE: 6METER (min) individual pack	240	20.00	4,800.00
5	pc	SIGN PEN, BLACK, 0.7mm, black	60	21.50	1,290.00
6	pc	SIGN PEN, BLUE, 0.7mm, blue	60	21.50	1,290.00
7	pc	SIGN PEN, BLACK, 0.5mm, black	60	21.50	1,290.00
8	pc	SIGN PEN, BLUE, 0.5mm, blue	60	21.50	1,290.00
9	pc	SIGN PEN, RED, 0.5mm, red	38	21.50	774.00
10	pc	BALLPEN, BLACK, 0.5mm, black	360	5.00	1,800.00
11	pc	STAPLE WIRE, Standard (Boss/GT Wells)	40	39.00	1,560.00
12	pc	STAPLER, standard type with remover	15	91.00	1,365.00
13	pc	CUTTER/UTILITY KNIFE, for general purpose	10	35.50	355.00
14	pair	SCISSORS, symmetrical/asymmetrical	10	35.50	355.00
15	pc	PUNCHER, paper, heavy duty	10	148.00	1,480.00
16	pc	PENCIL SHARPENER	10	248.00	2,480.00
17	box	PAPER CLIP, vinyl/plastic coated, 33mm	20	13.00	260.00
18	box	CLIP, backfold, 19mm	20	9.00	180.00
19	box	CLIP, backfold, 25mm	20	13.50	270.00
20	box	CLIP, backfold, 32mm	20	19.25	385.00
21	box	CLIP, backfold, 50mm	50	49.50	2,475.00
22	pc	SIGN HERE TRANSPARENT ARROW FLAG STICKY NOTE	30	44.00	1,320.00
23	pc	RULER, flexible, plastic, 100mm	10	24.00	240.00
nothing follows					
TOTAL APPROVED BUDGET FOR THE CONTACT (Php 61,240.00) RFQ No. 2024-08-0768 Shopping B for CIS AICS Regional Office 2nd Semester Prepared by: Cathy Victorio					TOTAL 29,602.00

(Total Amount in Words) **Twenty-Nine Thousand Six Hundred Two Pesos Only**

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:

LOPAINE A. MALUBAG
 Signature over Printed Name of Supplier

[Signature]

Date

Very truly yours,

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

Fund Cluster : **1**
 Funds Available : **29,602.00**
REYNOLD WILBERT L. TONGDO
 Signature over Printed Name of Chief Accountant/Head of Accounting
 Accounting Section Head

ORS/BURS No. : **24-09-6956**
 Date of the ORS/BURS : **SEP 27 2024**
 Amount : **29,602.00**



NOTICE OF AWARD

Date: SEP 24 2024

LORAIN E. MALUBAG
Authorized Representative
LAMBERT TRADING
Marcos District, Talavera Nueva Ecija

Dear Ms. Malubag:

We are pleased to inform you that the RFQ No. 2024-08-0768 for the Purchase of Office Supplies for CIS AICS Regional Office 2nd Semester is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Quotation at a Contract Price equivalent to TWENTY-NINE THOUSAND SIX HUNDRED TWO PESOS ONLY (Php 29,602.00) inclusive of all applicable taxes.

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:

LORAIN E. MALUBAG
(Signature over Printed Name of Bidder's Authorized Representative)

LAMBERT TRADING

Date: Oct 8, 2024

