



### NOTICE OF AWARD

Date: 11 MAR 2025


**LORAIN AGUSTIN MALUBAG**  
Proprietress  
**LAMBERT TRADING**  
Marcos District 3114, Talavera, Nueva Ecija

Dear Ms. Malubag:

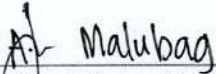
We are pleased to inform you that the RFQ No.KC-2025-02-0002 is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid for the Purchase and Delivery of Office Supplies for KALAHI-CIDSS PMNP RPMO Staff for FY 2025 - 1st Quarter at a Contract Price amounting to Sixty-Five Thousand Seven Hundred Seventy-Three Pesos Only (Php 65,773.00) 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:

  
Loraine A. Malubag  
(Signature over Printed Name of Bidder's Authorized Representative)

**LAMBERT TRADING**

Date: March 18, 2025





PURCHASE ORDER  
DSWD MIMAROPA Region  
Entity Name

Supplier: **LAMBERT TRADING**  
Address: **Mindoc District 3114, Talavera, Nueva Ecija**  
TIN: **220-634-592-00000**  
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:

P.O. No.: **KC-2025-03-0014**  
Date: **March 12, 2025**  
Mode of Procurement: **SHOPPING B**

Place of Delivery: **DSWD MIMAROPA, 1680 Benitez St, cor. 1004 Gen. Malvar St, Malate, Manila, Metro Manila**  
Date of Delivery: **7-15 days upon receipt of approved Purchase Order**  
Delivery Term: **FOB Destination**  
Payment Term: **15-30 days upon final inspection**

Stock/Property No	Unit	Description	Quantity	Unit Cost	Amount
1	box	Ballpen, extra fine point pen, 0.5mm, Black, (FLEXSTICK)	10	61.00	610.00
2	box	Ballpen, extra fine point pen, 0.5mm, Blue, (FLEXSTICK)	10	61.00	610.00
3	box	Sign pen, High Quality, 0.7mm, Black, (PILOT V7)	2	677.00	1,354.00
4	box	Sign pen, High Quality, 0.7mm, Blue, (PILOT V7)	4	677.00	2,708.00
5	pack	Non-Slip finger cots with stopper, Orange, Medium, (GENERIC)	3	66.50	199.50
6	pc	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 (HBW)	3	151.00	453.00
7	pc	Stapler No. 35, heavy duty, (HBW)	2	93.00	186.00
8	pc	Long arm/reach stapler, Heavy duty, (JOY)	2	295.75	591.50
9	pc	Heavy duty staple remover, metal, plier type, (JOY)	3	59.25	177.75
10	pc	Heavy duty stainless steel scissors, (HBW 8 1/4)	5	59.25	296.25
11	ream	Paper Multicopy, A4 size, (OFFICE PRO 80GSM)	150	191.00	28,650.00
12	ream	Paper Multicopy, Folio size, (OFFICE PRO 80GSM)	50	211.00	10,550.00
13	ream	Paper, 80gsm, A3 size, (OFFICE PRO)	1	382.00	382.00
14	pc	ENVELOPE, Expanding, legal, 380MM x 250 mm, with string and eyelet or elastic strap, Brown, (GENERIC)	100	11.50	1,150.00
15	pc	ENVELOPE, Expanding, legal, 380MM x 250 mm, with string and eyelet or elastic strap, Yellow, (GENERIC)	100	11.50	1,150.00
16	pc	FOLDER, pressboard, legal size, White, (XFILES)	100	28.00	2,800.00
17	pc	FOLDER, pressboard, legal size, Yellow, (PX)	50	13.25	662.50
18	bot	Self-inking Stamp - Ink Refill, 30ml, (2 Black & 3 Purple), (HBW)	5	13.50	67.50
19	cart	HP 680 ink, Black	10	720.00	7,200.00
20	cart	HP 680 ink, Tri-color	5	720.00	3,600.00
21	pc	Office Warehouse Storage Box w/ lid Black Legal (10.5"x16.25x12.5), (GENERIC)	2	715.00	1,430.00
22	pc	CALCULATOR, Compact, Electronic, LCD Display, 12 Digits, Two-Way Power Source (Solar and Cell), (CASIO MZ12)	3	315.00	945.00
***Nothing Follows***					
TOTAL APPROVED BUDGET FOR THE CONTRACT: Sixty-Seven Thousand Nine Hundred Twenty-Eight Pesos Only (Php 67,928.00) Purchase and Delivery of Office Supplies for KALAHI-CIDSS PMNP RPMO Staff for FY 2025 RFQ No: KC-2025-02-0002 Prepared by: <u>Shelwe Ann M. Domingo</u>					
				<b>TOTAL</b>	<b>65,773.00</b>

(Total Amount in Words) **Sixty-Five Thousand Seven Hundred Seventy-Three 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.

Conforms:

*Lorraine A. Malubag*  
Signature over Printed Name of Supplier

03-18-2025

Date

Very truly yours,

*Leonardo C. Reynoso, CESO III*  
Signature over Printed Name of Authorized Official  
Regional Director

Fund Cluster: 1  
Funds Available: 705,793.00

*Daniel M. Rio Jr.*  
Signature over Printed Name of Chief Accountant/Head of Accounting  
AO V / Financial Analyst III

ORS/BURS No. **02-1151-2025-035**  
Date of the ORS/BURS: **MAR 17 2025**  
Amount: **(P, 793.00)**