

Resolution No. BCR 2021-015

Date: February 22, 2021

Project: **PROCUREMENT OF VARIOUS OFFICE SUPPLIES**

BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT TO DLBB PAPEL LAPIS AT IBA PA

WHEREAS, General Services Division through Purchase Request (PR) nos. GS-PR-2021-01-001 requested for the procurement of various office supplies for replenishment of stocks;

WHEREAS, the project was included in the APP for the year 2021 with a total Approved Budget for the Contract (ABC) amounting to One Hundred Twenty Five Thousand Two Hundred Thirty Eight Pesos and 28/100 (Php125,238.28 to be procured pursuant to Section 52.1 Shopping of the revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184;

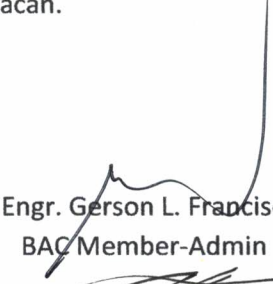
WHEREAS, the procurement activity has been initiated by the procurement section and thereby published the Request for Quotation (RFQ) in PhilGEPS with reference No. 7466996. The RFQ was likewise posted in the website of the Procuring Entity on February 11 to 17, 2021;


WHEREAS, three (3) suppliers responded and submitted quotations as listed in Abstract of Quotation (AOQ) No. 2021-029 dated February 17, 2021;


WHEREAS, after verification of the quoted price and documents submitted by the suppliers, the offer of DLBB LAPIS, PAPEL AT IBA PA was declared to be complete, responsive and the most advantageous to the agency. The offer is One Hundred Seven Thousand One Hundred Forty Nine Pesos and 75/100 (Php107,149.75), the offer did not exceed the ABC;

NOW, THEREFORE, with the foregoing findings, we, the members of the BAC, hereby RESOLVE, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE) the award of contract, PROCUREMENT OF VARIOUS OFFICE SUPPLIES, to DLBB PAPEL, LAPIS AT IBA PA, whose offer is the Lowest Calculated and Responsive Quote/Offer with a total contract price of One Hundred Seven Thousand One Hundred Forty Nine Pesos and 75/100 (Php107,149.75).

Resolved this 22nd day of February 2021 in Santa Maria Water District's Office, Santa Maria, Bulacan.

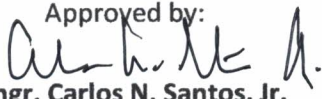

Engr. Gerson L. Francisco
BAC Member-Admin


Engr. Edgardo E. Dela Torre, Jr.
BAC Member-Technical


Maria Leonora S. Romarate
BAC Chairman


Mary Diana S. Dela Cruz
BAC Member-Legal


Angelo Rosillas
BAC Member-End User

Approved by:

Engr. Carlos N. Santos, Jr.
General Manager 5/24/21

YOUR WATER. OUR OBLIGATION
YOUR CONVENIENCE. OUR SERVICE.



Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2021-02-022

February 22, 2021

Ms. Luzviminda V. Caluag
Sales Representative
DLBB PAPEL LAPIS AT IBA PA
Poblacion, San Vicente
City of Maiolos, Bulacan

Re: PROCUREMENT OF VARIOUS OFFICE SUPPLIES

Dear Ms. Caluag:

We are happy to inform you that the project for the Procurement of Various Office Supplies is hereby awarded to **DLBB PAPEL LAPIS AT IBA PA**, as the lowest calculated and responsive quotation, in the amount of **One Hundred Seven Thousand One Hundred Forty Nine Pesos and Seventy-Five Centavos (PhP107,149.75)** per BAC Resolution No. BCR 2021-015. The office supplies shall be delivered within fourteen (14) days upon confirmation of the approved P.O. The Procuring Entity shall be notified prior to delivery.

Very truly yours,

ENGR. CARLOS N. SANTOS, JR.
General Manager

Received By:

Printed Name:

Signature:

Joseph
Beverly Grace L. Arment

Beverly Grace L. Arment

2-22-21



Santa Maria

WATER DISTRICT

NOTICE TO PROCEED
NTP-2021-02-022

Project: PROCUREMENT OF VARIOUS OFFICE SUPPLIES
Mode of Procurement – Shopping

March 2, 2021

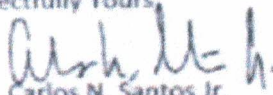
Ms. Luzviminda V. Caluag
Sales Representative
DLBB PAPEL LAPIS AT IBA PA
Poblacion, San Vicente
City of Malolos, Bulacan

Dear Sir:


This is to inform you that Purchase Order No. B202102-0044 dated February 23, 2021, as a result of Shopping for the project, **Procurement of Various Office Supplies** has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

Enclosed is the copy of Purchase Order for your reference in the execution of this project/contract.

Respectfully Yours,


Engr. Carlos N. Santos Jr.
General Manager

Conforme:

Name and Signature: 
Date: 3-2-21



02/24/2021

PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Poblacion San Vicente Ciry of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Mode of Procurement: Shopping

P.O. No.: B202102-0044
 Date: 02/23/2021
 P.R. No.: GS 2021-01-001
 Date: _____
 AOQ No.: A2021-029
 Date: 02/24/2021

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

Place of Delivery: GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan Delivery Term: 7-14 days upon receipt of P.O.
 Date of Delivery: _____ Payment Term: 15 days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-PEN1	PC	BALIPEN BLACK <i>Retractable; Weight: 0.05mm kg. Rubber</i>	163.0	12.75	2,078.25
A-BATR2A	PC	RECHARGEABLE BATTERY AA	39.0	25.00	975.00
A-BATR3A	PC	RECHARGEABLE BATTERY AAA <i>200mah, AAA</i>	56.0	26.00	1,456.00
A-ELPBL	PC	BROWN ENVELOPE LONG <i>Size: Long, Material: Kraft</i>	215.0	3.25	698.75
A-ELPBS	PC	BROWN ENVELOPE SHORT <i>Size: A4, Material: Kraft</i>	100.0	2.75	275.00
A-CACD	PC	COMPACT DISC <i>ReWritable, 80 min, 700 MB</i>	7.0	43.00	301.00
A-TPEDAT	PC	DOUBLE ADHESIVE TAPE <i>1" or 1.5"</i>	8.0	36.75	294.00
A-INKEB	BTL	INK BLACK EPSON ECO TANK 003	24.0	298.00	7,152.00
A-INKEC	BTL	INK CYAN EPSON ECO TANK 003	16.0	298.00	4,768.00
A-INKEM	BTL	INK MAGENTA EPSON ECO TANK 003	16.0	298.00	4,768.00
A-INKEY	BTL	INK YELLOW EPSON ECO TANK 003	16.0	298.00	4,768.00
A-FDRCB	PC	CLEARBOOK <i>fixed; legal; Color: Black</i>	2.0	189.00	378.00

(Total Amount in Words) One Hundred Seven Thousand One Hundred Forty Nine Pesos And Seventy Five Centavos Only 87,149.75

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 undelivered items.

Conforme:
Beverly Grace L. Pimentel
 Signature over Printed Name of Supplier
 Date: 2-3-2021

Very truly yours,
ENGR. CARLOS N. SANTOS JR.
 General Manager
 Date: 2/24/21

Fund Cluster: MOOE
 Funds Available: P 107,149.75
Jovita I. Dalmacio
 Department Manager B 2/1/21

ORS/BURS No.: 2102-0051
 Date of the ORS/BURS: 2/26/21
 Amount: P 107,149.75

PHILGEPS Ref. no. 7466994



PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Poblacion San Vicente City of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Mode of Procurement: _____
Shopping

P.O. No.: B202102-0044
 Date: 02/23/2021
 P.R. No.: GS-2021-01-001
 Date: _____
 AOQ No.: _____
 Date: A2021-029
02/01/2021

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

Place of Delivery: GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan
 Date of Delivery: _____

Delivery Term: 7-14 days upon receipt of P.O.
 Payment Term: 15 days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-ELPPL	PC	PLASTIC ENVELOPE Transparent, Button Lock	31.0	13.50	418.50
A-ELPPLH	PC	PLASTIC ENVELOPE WITH HOLDER w/ holder, Legal, Push Lock	11.0	76.00	836.00
A-OSPP	BOX	PUSH PINS 100 per box	1.0	30.00	30.00
A-PPRSN	PC	STICKY NOTES 3 x 3", Assorted Color	7.0	24.00	168.00
E-WR	PC	STAPLER WITH REMOVER Heavy duty no.35	2.0	414.00	828.00
E-MPH	PC	MOUSE PAD HEAVY DUTY with gel wrist support: Black	2.0	169.00	338.00
A-PPRIC	PACK	INDEX CARD 8 x 5; white 100pcs per pack	1.0	69.75	69.75
B-DIS	BTL	DISINFECTANT SPRAY 510ml	50.0	545.00	27,250.00
A-BDRFP	BOX	FASTENER PLASTIC 70mm; non-sharp edges	10.0	29.75	297.50
A-BAT2A	PC	BATTERY AA dry cell, alkaline, AA	13.0	16.00	208.00
A-BAT3A	PC	BATTERY AAA dry cell, alkaline, AAA	52.0	17.00	884.00
A-FDRL	PC	FOLDER LONG w/ tab, Long	218.0	4.50	981.00

(Total Amount in Words) One Hundred Seven Thousand One Hundred Forty Nine Pesos And Seventy Five Centavos Only 107,149.75

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 undelivered item/s.

Conforme:
Beverly Gave Li Piment
 Signature over Printed Name of Supplier
 Date: 2-23-2021

Very truly yours,
ENGR. CARLOS N. SANTOS JR.
 General Manager
 Date: 2/23/21

Fund Cluster: _____
 Funds Available: _____
Jovita I. Dalmacio
 Department Manager B

ORS/BURS No.: _____
 Date of the ORS/BURS: _____
 Amount: _____

02/24/2021



Santa Maria
WATER DISTRICT

PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Poblacion San Vicente City of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Mode of Procurement: Shopping

P.O. No.: B202102-0044
 Date: 02/23/2021
 P.R. No.: GS-2021-01-001
 Date: _____
 AOQ No.: A2021-029
 Date: 02/07/2021

Gentlemen:

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

Place of Delivery: GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan
 Date of Delivery: _____

Delivery Term: 7-14 days upon receipt of P.O
 Payment Term: 15 days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
E-MDT	PC	METAL DESK TRAY 3 LAYERS	3.0	450.00	1,350.00
A-PPRA4	REAM	PAPER A4 70 GSM	68.0	155.00	10,540.00
A-PPRL	REAM	PAPER LONG 70 GSM	46.0	171.00	7,866.00
A-TPEST	PC	SCOTCH TAPE	45.0	18.00	810.00
E-WB	PC	WHITE BOARD 4 x 3 ft.; double sided aluminum alloy	1.0	2,150.00	2,150.00
A-PENWM	PC	WHITEBOARD MARKER - Felt, Bullet Type Black - 37 pcs, Blue - 1 pc, Red - 1 pc	39.0	57.50	2,242.50
A-PENPM	PC	PERMANENT MARKER - Felt, Bullet Type Black - 31 pcs, Blue - 5 pcs, Red - 3 pcs	39.0	38.50	1,501.50
A-PPRYP	PAD	YELLOW PAD 8.5 X 13"; 80 Leaves	3.0	53.00	159.00
A-FDRAFL	PC	ADJUSTABLE FOLDER LONG Pressboard, Accordion Pleat Guesse	139.0	15.00	2,085.00
A-FDRL-C	PC	FOLDER LONG COLORED w/ tab long Light Blue	150.0	9.00	1,350.00
A-TPEMT2	ROLL	MASKING TAPE 2 50mm, beige	2.0	87.00	174.00
E-PS	PC	PENCIL SHARPENER table mount; single cutter head; heavy	1.0	495.00	495.00

(Total Amount in Words) One Hundred Seven Thousand One Hundred Forty Nine Pesos And Seventy Five Centavos Only 107,149.75

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 undelivered item/s.

Conforme:

Beverly Grace L. Pimentel

Signature over Printed Name of Supplier

Date: 2-3-2021

Very truly yours,

ENGR. CARLOS N. SANTOS JR.
General Manager

Date: 3/02/21

Fund Cluster: _____
 Funds Available: _____

Jovita I. Dalmacio
Department Manager B

ORS/BURS No. : _____
 Date of the ORS/BURS: _____
 Amount: _____



PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Eplacion San Vicente City of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Mode of Procurement: Shopping

P.O. No.: B202102-0044
 Date: 02/23/2021
 P.R. No.: GS-2021-01-001
 Date: _____
 AOQ No.: _____
 Date: A2021-029
02/04/2021

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

Place of Delivery: GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan
 Date of Delivery: _____

Delivery Term: 7-14 days upon receipt
 Payment Term: 15 days

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-BDRCBL	BOX	CLIP BACKFOLD LARGE <small>Material: All Metal, 51mm (1 1/4"), 1</small>	8.0	78.50	628.00
A-BDRFM	BOX	FASTENER METAL <small>Metal, 70mm, Non-Sharp Edges</small>	4.0	46.50	186.00
A-FDRS	PC	FOLDER SHORT <small>w/ tab, A4</small>	40.0	3.50	140.00
A-OSRBB	BOX	RUBBER BAND BIG <small>Big, Flat Brown, 350 grm</small>	3.0	168.00	504.00
A-OSSW	BOX	STAPLE WIRE 35	6.0	56.00	336.00
A-OSWBE	PC	WHITE BOARD ERASER	4.0	19.75	79.00
A-PENHL	PC	HIGHLIGHTER <small>fluorescent colors, assorted</small>	6.0	36.50	219.00
A-TPEPT	PC	PACKAGING TAPE <small>50m, tan biaxially-oriented polypropel</small>	8.0	64.50	516.00
B-AF	BTL	AIRFRESHENER <small>320ml</small>	28.0	188.00	5,264.00
B-B	PC	BROOM <small>tambo</small>	8.0	168.00	1,344.00
B-INS	CAN	INSECTICIDE <small>328g</small>	36.0	188.50	6,786.00
A-PEN3	PC	BALLPEN RED <small>Retractable, ballpoint 0.05mm</small>	16.0	12.75	204.00

(Total Amount in Words) One Hundred Seven Thousand One Hundred Forty Nine Pesos And Seventy Five Centavos Only P 107,149.75

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 undelivered item/s.

Conforme: *[Signature]*
Princess Grace L. Piment
 Signature over Printed Name of Supplier
 Date: 3-3-2021

Very truly yours,
[Signature]
 ENGR. CARLOS N. SANTOS JR.
 General Manager
 Date: 3/02/21

Fund Cluster: _____
 Funds Available: _____
Jovita I. Dalmacio
 Department Manager B *[Signature]*

ORS/BURS No. : _____
 Date of the ORS/BURS: _____
 Amount: _____