



# Santa Maria WATER DISTRICT

**BAC Resolution No.** PROC-BCR-2022-09-104  
**Date** 09/14/2022  
**Project** Procurement of Motorcycle (110cc)

## BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT FOR THE ABOVE STATED PROJECT

WHEREAS, The Purchase/Work Request (PR/WR) was received by the procurement with the following details:

PR /WR Nos.	CSD-2022-03-006, ENGG-2022-03-005 & A-2022-02-008
Division/Section	Customer Service, Admin & Engineering Division
Purpose	To provide service motorcycle to employees for the performance of their duties
Total ABC	₱288,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2022. The total Approved Budget for the Contract (ABC) stated above to be procured pursuant to the 2016 Revised Implementing Rules and Regulations (IRR) of Republic ACT (RA) 9184

Mode Of Procurement	Small Value Procurement
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WHEREAS, The Purchase/Work Requests (PR/WR) was approved by the Head of the Procuring Entity (HOPE) and the procurement activity thereby started;

WHEREAS, the Request for Quotation (RFQ) was published in the Philgeps and in the website of the Procuring Entity as stated in RA 9184.

Ads/ Posting Date	09/07/2022
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WHEREAS, the suppliers of known qualifications have responded and submitted the quotations. All quotations were considered and verified if in compliance with specifications and have the submitted documentary requirements needed.

Abstract of Quotation No.	A2022-222
Date	09/13/2022

NOW, THEREFORE, with the foregoing findings, we the members of the BAC, hereby RESOLVED, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE) the award of the project with

the following details as the	Compliant and most responsive quotation
Supplier	<b>K SERVICIO TRADE, INC.</b> ✓
Contract Cost	<b>₱258,216.00</b> ✓
Name of Project	<b>Procurement of Motorcycle (110cc)</b> ✓

RESOVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 14th day of Sept. Year 2022

Sgd.

Maria Leonora S. Romarate  
BAC - Chairperson

Sgd.

Mark Lackie D.J Porciuncula  
BAC Member - Financial

Sgd.

Mary Diana S. Dela Cruz  
BAC Member - Legal

Sgd.

Ginabelle G. Datolayta  
BAC End-User

Sgd.

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

Approved by:

Sgd.

Engr. Carlos N. Santos Jr.  
General Manager



# Santa Maria WATER DISTRICT

## NOTICE OF AWARD

NOA-2022-09-080

September 19, 2022

Marvin P. Santiago  
Store Supervisor  
K SERVICIO TRADE, INC. ✓  
By-Pass Road, Sta. Clara, Sta. Maria Bulacan

### PROCUREMENT OF SIX (6) BRAND NEW MOTORCYCLES FOR SMWD PERSONNEL

We are happy to inform you that the project stated above is hereby awarded in favor of your company with the following details:

**BAC Resolution No.** : PROC-BCR-2022-09-104  
**Contract Cost** : ₱258,216.00 ✓  
**Amount in Words** : TWO HUNDRED FIFTY EIGHT THOUSAND TWO HUNDRED SIXTEEN PESOS  
**Purchase/Work Order No.** : B202209-0264 ✓  
**Date Issued** : 09/16/2022 ✓

You are to sign or confirm this Notice of Award and deliver the goods/services or implement the project based on the schedule of delivery/implementation stated in the Purchase/Work Order. The Procuring Entity shall be notified within two (2) days prior to delivery or implementation.

Very truly yours,

Sgd.

**ENGR. CARLOS N. SANTOS, JR.**  
*General Manager*

Received By: \_\_\_\_\_  
Printed Name: Jhomar C. Landayan  
Signature: Sgd. \_\_\_\_\_



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2022-09-080

September 19, 2022

Marvin P. Santiago  
Store Supervisor  
K SERVICIO TRADE, INC.  
By-Pass Road, Sta. Clara, Sta. Maria  
Bulacan

This is to inform you that Purchase/Work Order stated below has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

**Project Name** : PROCUREMENT OF SIX (6) BRAND NEW MOTORCYCLES FOR SMWD PERSONNEL  
**Purchase/Work Order No.** : B202209-0264 ✓  
**Date Approved** : 09/ 21 /2022  
**Contract Cost** : ₱258,216.00 ✓  
**Amount in Words** : TWO HUNDRED FIFTY EIGHT THOUSAND TWO HUNDRED SIXTEEN PESOS

Very truly yours,

Sgd.

**ENGR. CARLOS N. SANTOS, JR.**  
*General Manager*

Received By: \_\_\_\_\_  
Printed Name: Jhomar C. Landayan  
Signature: Sgd. \_\_\_\_\_





09/16/2022

PURCHASE ORDER

Supplier: K SERVICIO TRADE, INC.
Address: Bypass Road Sta. Clara Santa Maria Bulacan
TIN: 000-405-592-00004
Mode of Procurement: Negotiated Procurement - Small Value Procurement

P.O. No.: B202209-0264
Date: 09/16/2022
P.R. No.: A-2022-02-006, CSD-2022-03-006, ENG-2022-03-005
Date: 02/12/22, 03/29/22, 03/24/22
AOQ No.: A2022-222
Date: 09/13/2022

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: For Pick-up
Payment Term: Check Payment upon Pick-up

Table with 6 columns: Stock No., Unit, Description, Quantity, Unit Cost, Amount. Row 1: 7G-MC, UNIT, MOTORCYCLE 110cc Manual Transmission/Starter, 4.0, 64,554.00, 258,216.00. Includes 'FREEBIES' section with 1 year registration, insurance, helmet, and plate holder.

(Total Amount in Words) Two Hundred Fifty Eight Thousand Two Hundred Sixteen Pesos Only P258,216.00

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 undelivered item/s.

Conforme: Sgd. [Signature]
Signature over Printed Name of Supplier
Date:

Very truly yours, Sgd. ENGR. CARLOS N. SANTOS JR.
General Manager
Date: 9/16/22

Fund Cluster: 010 CAPEX
Funds Available: 258,216.00
Jovita I. Dalmacio Department Manager B

ORS/BURS No.: 22 09 - 0307
Date of the ORS/BURS: 9/16/22
Amount: P 258,216.00