



# Santa Maria WATER DISTRICT

**BAC Resolution No.** PROC-BCR-2023-03-029  
**Date** 03/09/2023  
**Name of Project** PROCUREMENT OF THERMAL TAPES

## 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.	GS-2023-02-015
Division/Section	GENERAL SERVICES DIVISION
Purpose	To purchase various paper materials for office use
Total ABC	₱198,000.00

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	SHOPPING
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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	03/03/2023
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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.	A2023-043
Date	03/09/2023

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	MOST ADVANTAGEOUS OFFER TO THE AGENCY
Supplier	MOSTACO MARKETING ✓
Contract Cost	₱141,000.00 ✓
Payment Terms	30 days upon receipt of the items ✓

RESOVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 9th day of March Year 2023

Sgd.

\_\_\_\_\_  
**Maria Leonora S. Romarate**  
 BAC - Chairperson

Sgd.

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**Mark Lackie D.J Porciuncula**  
 BAC Member - Financial

Sgd.

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**Mary Diana S. Dela Cruz**  
 BAC Member - Legal

Sgd.

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**Angelo G. Rosillas**  
 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-2023-03-016

March 15, 2023

Alma Mae Nuñez  
Sales Person  
MOSTACO MARKETING  
68A Lalaine Bennet St.,BF Resort Village,Las Pinas City,Manila

### PROCUREMENT OF THERMAL TAPE

PR/WR: GS-2023-02-015

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-2023-03-029  
**Contract Cost** : ₱141,000.00  
**Amount in Words** : One Hundred Forty One Thousand Pesos  
**Purchase/Work Order No.** : B202303-0047  
**Date Issued** : 03/14/2023

You are to sign or confirm this Notice of Award and to 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*

**Conforme:**

Printed Name: Jojie R. Velina

Signature: Sgd.

Date : \_\_\_\_\_

"YOUR WATER. OUR OBLIGATION  
YOUR CONVENIENCE. OUR SERVICE."





# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2023-03-017

March 20, 2023

Alma Mae Nuñez  
Sales Person  
MOSTACO MARKETING  
68A Lalaine Bennet St.,BF Resort Village, Las Pinas City, Manila

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 THERMAL TAPE  
**Purchase/Work Order No.** : B202303-0047  
**Date Approved** : 03/16/2023  
**Contract Cost** : ₱141,000.00  
**Amount in Words** : One Hundred Forty One Thousand Pesos

Very truly yours,

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

**I acknowledge receipt of this Notice on:**

Printed Name: Jojiee R. Velina  
Signature: Sgd.  
Date: \_\_\_\_\_

"YOUR WATER. OUR OBLIGATION  
YOUR CONVENIENCE. OUR SERVICE."





03/14/23

**PURCHASE ORDER**

<b>Supplier:</b> MOSTACO MARKETING	<b>P.O. No.:</b> B202303-0047
<b>Address:</b> 68A Lalaine Bennet St., BF Resort Village, Las Pinas City, Manila	<b>Date:</b> 03/14/2023
<b>TIN:</b> 915-524-116-000 <input checked="" type="checkbox"/> VAT <input type="checkbox"/> NON-VAT	<b>P.R. No.:</b> GS-2023-02-015
<b>Philgeps Ref. No.:</b> 9531267	<b>Date:</b> 02/14/23
<b>Mode of Procurement:</b> Shopping	<b>AOQ No.:</b> A2023-043
	<b>Date:</b> 03/09/2023

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

<b>Place of Delivery:</b> GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan	<b>Delivery Term:</b> 15 days upon receipt of P.C
<b>Date of Delivery:</b>	<b>Payment Term:</b> 15 Days
<b>Warranty:</b>	<b>Form of Payment:</b> Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-PPRTT	PC	THERMAL TAPE 57mm x 15mtrs. 55gsm, coreless, co *** NOTHING FOLLOWS ***	12,000.0	11.75	41,000.00

**(Total Amount in Words)** One Hundred Forty One Thousand Pesos Only 41,000.00

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. Jojie R. Velina  
Signature over Printed Name of Supplier

**Very truly yours,**

Sgd. ENGR. CARLOS N. SANTOS JR.  
General Manager

Date: 3/16/23

<b>Fund Cluster :</b> Jovita I. Dalmacio <u>MLAE</u>	<b>ORS/BURS No. :</b> 23-03-050
<b>Funds Available :</b> Department Manager B 2/16/2023	<b>Date of the ORS/BURS:</b> 3/14/23
	<b>Amount :</b> 2/11/000-