



# Santa Maria WATER DISTRICT

**BAC Resolution No.** PROC-BCR-2024-02-032  
**Date** 02/22/2024  
**Name of Project** SUPPLY AND DELIVERY OF THERMAL TAPE

### 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.	PR#GS-2024-01-003
Division/Section	GENERAL SERVICES DIVISION
Purpose	To provide thermal tape for <i>queuing System</i>
Total ABC	₱147,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2024. 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	N/A
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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 submitted the documentary requirements needed.

Abstract of Quotation No.	A2024-02-045
Date	02/21/2024

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,

### LOWEST AND RESPONSIVE QUOTATION

Supplier	<b>KASAPI KAAGAPAY MARKETING</b> ✓
Contract Cost	₱33,600.00 ✓
Payment Terms	WITHIN 15 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 22nd day of February Year 2024

Sgd.  
Maria Leonora S. Romarate  
 BAC - Chairperson

Sgd.  
Mary Diana S. Dela Cruz  
 BAC Member - Financial

Sgd.  
Atty. Joshua Bautista  
 BAC Member - Legal

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

Sgd.  
Mark Lackie D.J Porciuncula  
 BAC End-User

Approved by:

Sgd.  
Engr. Carlos N. Santos Jr.  
 General Manager



# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD

NOA-2024-03-034

March 08, 2024

Mario A. Alfonso Jr.  
Account Manager  
KASAPI-KAAGAPAY MARKETING CORPORATION  
1027 Bldg., Maharlika Highway, Poblacion Sur 3114, Talavera, Nueva Ecija

### SUPPLY AND DELIVERY OF THERMAL TAPE-FOR QUEUING

PR/WR: GS-2024-01-003

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-2024-02-032  
**Contract Cost** : ₱33,600.00  
**Amount in Words** : Thirty Three Thousand Six Hundred Pesos  
**Purchase/Work Order No.** : B202403-0051  
**Date Issued** : 03/06/2024

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: Sgd.  
Printed Name: MARIO A. ALFONSO JR.  
Signature: [Handwritten Signature]  
Date: APRIL 12 2024



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2024-03-041

March 20, 2024

Mario A. Alfonso Jr.  
Account Manager  
KASAPI-KAAGAPAY MARKETING CORPORATION  
1027 Bldg., Maharlika Highway, Poblacion Sur 3114, Talavera, Nueva Ecija

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** : SUPPLY AND DELIVERY OF THERMAL TAPE-FOR QUEUING  
**Purchase/Work Order No.** : B202403-0051  
**Date Approved** : 03/14/2024  
**Contract Cost** : ₱33,600.00  
**Amount in Words** : Thirty Three Thousand Six Hundred Pesos

Very truly yours,

Sgd.

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

I acknowledge receipt of this Notice on:

Printed Name: MARIO ALFONSO JR.

Signature: [Signature] Sgd.

Date: MAR 20, 2024



**Santa Maria**  
WATER DISTRICT

03/06/24

Page 1 of 1

**PURCHASE ORDER**

<b>Supplier:</b> <u>KASAPI-KAAGAPAY MARKETING CORPORATION</u>	<b>P.O. No.:</b> <u>B202403-0051</u>
<b>Address:</b> <u>1027 Bldg., Maharlika Highway, Poblacion Sur 3114, Talavera, Nueva Ecija</u>	<b>Date:</b> <u>03/06/2024</u>
<b>TIN:</b> <u>474-933-712-00000</u> <input checked="" type="checkbox"/> <b>VAT</b> <input type="checkbox"/> <b>NON-VAT</b>	<b>P.R. No.:</b> <u>GS-2024-01-003</u>
<b>Philgeps Ref. No.:</b> <u>10556774</u>	<b>Date:</b> <u>01/04/24</u>
<b>Mode of Procurement:</b> <u>Negotiated Procurement - Small Value Procurement</u>	<b>AOQ No.:</b> <u>A2024-02-045</u>
	<b>Date:</b> <u>02/21/2024</u>

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

<b>Place of Delivery:</b> <u>GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan</u>	<b>Delivery Term:</b> <u>7 days upon receipt of P.O</u>
<b>Date of Delivery:</b> _____	<b>Payment Term:</b> <u>15 Days</u>
<b>Warranty:</b> _____	<b>Form of Payment:</b> <u>Check Payment</u>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-PPRTTQ	PC	THERMAL TAPE FOR QUEUING 30M X 80MM; 54MM DIAMETER *** NOTHING FOLLOWS ***	1,200.0	28.00	33,600.00

<b>(Total Amount in Words)</b> <u>Thirty Three Thousand Six Hundred Pesos Only</u>	<b>P</b> <u>33,600.00</u>
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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.

<b>Conforme:</b>	<b>Very truly yours,</b>
Sgd.	Sgd.
<u>MARIO A. ACERON JR.</u>	<b>ENGR. CARLOS N. SANTOS JR.</b>
Signature over Printed Name of Supplier	General Manager
Date: <u>March 13 2024</u>	Date: <u>3/14/24</u>

<b>Fund Cluster :</b> <u>Jovito I. Dalmacio</u>	<b>ORS/BURS No. :</b> <u>24-03-0053</u>
<b>Funds Available :</b> <u>Department Manager B</u>	<b>Date of the ORS/BURS:</b> <u>03/07/2024</u>
<u>3/13/24</u>	<b>Amount :</b> <u>33,400.00</u>