



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2024-06-123
Date 06/10/2024
Name of Project SUPPLY AND DELIVERY OF PAPER SHREDDER HEAVY DUTY ✓

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#A2024-06-179
 Division/Section ADMINISTRATIVE DIVISION
 Purpose To replaced defective shredder of Records Section
 Total ABC ₱52,000.00

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

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 06/04/2024

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. A2024-06-179
 Date 06/08/2024

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,

FINANCIALLY, TECHNICALLY & LEGALLY CAPABLE SUPPLIER ✓

Supplier GAKKEN PHILIPPINES INC. ✓
 Contract Cost ₱31,777.00 ✓
 Payment Terms WITHIN 30 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 10th day of June Year 2024

Sgd.

MARIA LEONORA S. ROMARATE

BAC- Chairperson

Sgd. *[Signature]*
 Mary Diana S. Dela Cruz, CPA
 BAC Member - Financial

Sgd. *[Signature]*
 Atty. Joshua E. Bautista
 BAC Member -Legal

Sgd. *[Signature]*
 Engr. Carlos N. Santos Jr.
 BAC Member - Technical

Sgd. *[Signature]*
 Jasmín L. Rose
 BAC Member - End User

Approved by:

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

"YOUR WATER, OUR OBLIGATION
 YOUR CONVENIENCE, OUR SERVICE"





Santa Maria WATER DISTRICT

NOTICE OF AWARD

NOA-2024-06-098

June 24, 2024

Danica Faye D. Mediavillo
Authorized Representative
GAKKEN PHILIPPINES INC.
130 GPI Building, Aurora Boulevard cor. A. Lake St. Salapan, City of San Juan

SUPPLY AND DELIVERY OF HEAVY DUTY PAPER SHREDDER

PR/WR: A-2024-05-011

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-2024-06-123
Contract Cost	:	₱31,777.00
Amount in Words	:	Thirty One Thousand Seven Hundred Seventy Seven Pesos
Purchase/Work Order No.	:	B202406-0188
Date Issued	:	06/24/2024

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 *8/20/24*

Conforme:
Printed Name: DANICA FAYE MEDIAVILLO
Signature: Sgd.
Date: 09/10/24



mf 06/24/24



Santa Maria

WATER DISTRICT

NOTICE TO PROCEED

NTP-2024-08-117

August 20, 2024

Danica Faye D. Mediavillo
Authorized Representative
GAKKEN PHILIPPINES INC.
130 GPI Building, Aurora Boulevard cor. A. Lake St. Salapan, City of San Juan

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 HEAVY DUTY PAPER SHREDDER
Purchase/Work Order No. : B202406-0188
Date Approved : 08/20/2024
Contract Cost : ₱31,777.00
Amount in Words : Thirty One Thousand Seven Hundred Seventy Seven Pesos

Very truly yours,

Sgd.

ENGR. CARLOS N. SANTOS, JR.
General Manager

I acknowledge receipt of this Notice on:

Printed Name: DANICA FAYE MEDIAVILLO
Signature: Sgd.
Date: 09/23/24



08/24/24

PURCHASE ORDER

Supplier: GAKKEN PHILIPPINES INC.
 Address: 130 GPI Building, Aurora Boulevard cor. A. Lake St. Salapan, City of San Juan
 TIN: 004-475-204-00000 VAT NON-VAT
 Philgeps Ref. No.: 10916682
 Mode of Procurement: Negotiated Procurement - Small Value Procurement

P.O. No.: B202406-0168
 Date: 06/24/2024
 P.R. No.: A-2024-05-011
 Date: 05/17/24
 AOQ No.: A2024-08-178
 Date: 06/24/2024

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:
 Warranty: one (1) year

Delivery Term: 3 days upon receipt of PO
 Payment Term: 30 Days
 Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
7H-PSHD	UNIT	PAPER SHREDDER HEAVY DUTY compact auto feed document separ *** NOTHING FOLLOWS ***	10	31,777.00	317,770.00

(Total Amount in Words) Thirty One Thousand Seven Hundred Seventy Seven Pesos Only P 777.00

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.
 DANICA FATE MEDIRAVIUS 09/03/24
 Signature over Printed Name of Supplier

Very truly yours,
 Sgd.
 ENGR. CARLOS N. SANTOS JR.
 General Manager

Date: Sgd.

Date: 8/20/24

Fund Cluster: Jovita Dalmacio MIDE
 Funds Available: Department Manager B
 6/28/24 (No Print)

ORS/BURS No.: 24-08-0255
 Date of the ORS/BURS: 08/19/2024
 Amount: 31,777.00