



# Santa Maria WATER DISTRICT

**BAC Resolution No.** PROC-BCR-2024-06-130  
**Date** 06/27/2024  
**Name of Project** **SUPPLY AND DELIVERY OF SWIVEL CHAIR AND TABLE FOLDABLE**

### 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-2024-06-048
Division/Section	GENERAL SERVICES DIVISION
Purpose	To provide replacement fo defective swivel chairs and additional table for pantry
Total ABC	₱92,000.00

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	06/27/2024
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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.	A2024-06-191
Date	06/27/2024

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	REAL FORM FURNITURE SHOP ✓
Contract Cost	₱79,000.00 ✓
Payment Terms	WITHIN 30 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 28th day of June Year 2024

Sgd. *7/2/2024*  
**MARIA LEONORA S. ROMARATE**  
 BAC- Chairperson

Sgd. *07/02/2024*  
 Mary Diana S. Dela Cruz, CPA  
 BAC Member -Financial

Sgd. *07/01/2024*  
 Atty. Joshua E. Bautista  
 BAC Member -Legal

Sgd. *07/02/2024*  
 Engr. Edgardo E. dela Torre, Jr.  
 BAC Member - Technical

Sgd.  
 Mark Lackie D. J. Porciuncula  
 BAC Member-End user

Approved by:

Sgd. *7/2/24*  
 Engr. Carlos N. Santos Jr.  
 General Manager

*\*YOUR WATER, OUR OBLIGATION  
 YOUR CONVENIENCE, OUR SERVICE\**





**Santa Maria**  
WATER DISTRICT

**NOTICE TO PROCEED**  
NTP-2024-07-104

July 11, 2024

Mary Grace T. Pangilinan  
Sales Admin  
REALFORM FURNITURE SHOP  
Purok 8 Brgy. Sta. Lucia City of San Fernando, Pampanga

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 SWIVEL CHAIR AND TABLE FOLDABLE  
**Purchase/Work Order No.** : B202407-0193  
**Date Approved** : 07/11/2024  
**Contract Cost** : ₱79,000.00  
**Amount in Words** : Seventy Nine Thousand Pesos

Very truly yours,

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

I acknowledge receipt of this Notice on:  
Printed Name: MARY GRACE PANGILINAN  
Signature: Sgd.  
Date: 7/10/24



# Santa Maria WATER DISTRICT

## NOTICE OF AWARD

NOA-2024-07-102

July 03, 2024

Mary Grace T. Pangilinan  
Sales Admin  
REALFORM FURNITURE SHOP  
Purok 8 Brgy. Sta. Lucia City of San Fernando, Pampanga

### SUPPLY AND DELIVERY OF SWIVEL CHAIR AND TABLE FOLDABLE

PR/WR: GS-2024-06-048

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

<b>BAC Resolution No.</b>	:	PROC-BCR-2024-06-130
<b>Contract Cost</b>	:	₱79,000.00
<b>Amount in Words</b>	:	Seventy Nine Thousand Pesos
<b>Purchase/Work Order No.</b>	:	B202407-0193
<b>Date Issued</b>	:	07/03/2024

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:**

Printed Name: MARY GRACE PANGILINAN

Signature: Sgd.

Date: 7/10/24



of 07/03/24



PURCHASE ORDER

Supplier: REAL FORM FURNITURE SHOP  
 Address: Purok 8 Brgy. Sta. Lucia City of San Fernando, Pampanga  
 TIN: 209-064-202-00000  VAT  NON-VAT  
 Philgeps Ref. No.: 10000015  
 Mode of Procurement: Negotiated Procurement - Small Value Procurement

P.O. No.: B202407-0193  
 Date: 07/03/2024  
 P.R. No.: GS-2024-06-040  
 Date: 06/06/24  
 AOQ No.: A2024-06-191  
 Date: 06/27/2024

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 Delivery Term: 5 days upon receipt of P.O.  
 Date of Delivery: \_\_\_\_\_ Payment Term: 30 Days  
 Warranty: \_\_\_\_\_ Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
6E-SCAR	PC	SWIVEL CHAIR WITH ARM REST	20.0	2,850.00	57,000.00
5E-TF	PC	TABLE FOLDABLE 6ft commercial folding table: 72" x 3 *** NOTHING FOLLOWS ***	4.0	5,500.00	22,000.00

(Total Amount in Words) Seventy Nine Thousand Pesos Only ₱ 79,000.00

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.  
MARY GRACE Y. PANGILINAN - SALES ADMIN  
 Signature over Printed Name of Supplier

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

Date: July 3, 2024

Date: 7/11/24

Fund Cluster : \_\_\_\_\_  
 Funds Available : Department Manager B  
7/10/24

ORS/BURS No. : 24-04-0213  
 Date of the ORS/BURS: 07/05/2024  
 Amount : 79,000.00