



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2024-02-040
Date 02/28/2024
Name of Project SUPPLY AND DELIVERY OF VARIOUS OFFICE AND JANITORIAL SUPPLIES

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-2024-01-004
Division/Section	GENERAL SERVICES DIVISION
Purpose	To provide various office and janitorial supplies
Total ABC	₱91,194.75

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	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	02/15/2024
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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.	A2024-02-054
Date	02/28/2024

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,

ITEMIZED AWARD TO RESPONSIVE & LOWEST QUOTATION

Supplier	DLBB PAPEL LAPIS AT IBA PA ✓
Contract Cost	₱18,258.75 ✓
Payment Terms	WITHIN 15 DAYS UPON RECEIPT OF THE ITEMS ✓

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

Sgd. *3-4-2024*
MARIA LEONORA S. ROMARATE
 BAC- Chairperson

Sgd. *03/04/2024*
Mary Delfa S. Dela Cruz, CPA
 BAC Member -Financial

Sgd. *03/04/2024*
Atty. Joshua E. Bautista
 BAC Member -Legal

Sgd. *03/04/2024*
Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

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

Approved by:

Sgd.
Engr. Carlos N. Santos Jr.
 General Manager *3/6/24*

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





Santa Maria WATER DISTRICT

NOTICE TO PROCEED NTP-2024-03-033

March 19, 2024

Luzviminda V. Caluag
Authorized Representative
DLBB PAPEL LAPIS AT IBA PA
Poblacion San Vicente City of Malolos, 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	:	SUPPLY AND DELIVERY OF VARIOUS OFFICE AND JANITORIAL SUPPLIES
Purchase/Work Order No.	:	B202403-0057
Date Approved	:	03/16/2024
Contract Cost	:	₱18,258.75
Amount in Words	:	Eighteen Thousand Two Hundred Fifty Eight Pesos And Seventy Five Centavos

Very truly yours,

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

I acknowledge receipt of this Notice to Proceed.

Printed Name: _____
 Signature: Sgd. Beverly Grace C. Buccat
 Date: MAR 21 2024





Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2024-03-037

March 08, 2024

Luzviminda V. Caluag
Authorized Representative
DLBB PAPEL LAPIS AT IBA PA
Poblacion San Vicente City of Malolos, Bulacan

SUPPLY AND DELIVERY OF VARIOUS OFFICE AND JANITORIAL SUPPLIES

PR/WR: GS-2024-01-004

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-2024-02-040
Contract Cost	:	₱18,258.75
Amount in Words	:	Eighteen Thousand Two Hundred Fifty Eight Pesos And Seventy Five Centavos
Purchase/Work Order No.	:	B202403-0057
Date Issued	:	03/07/2024

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: Beverly Grace C. Buccat

Signature: _____ Sgd.

Date: MAR 21 2024





PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Poblacion San Vicente City of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Philgeps Ref. No.: 10586121
 Mode of Procurement: Shopping

P.O. No.: B202403-0057
 Date: 03/07/2024
 P.R. No.: GS-2024-01-004
 Date: 01/04/24
 AOQ No.: A2024-02-054
 Date: 02/28/2024

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: 7-15 days upon receipt of F
 Date of Delivery: _____ Payment Term: 15 Days
 Warranty: _____ Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-OSCR	PACK	CREAMER 450 grams per pack, powder	43.0	120.00	5,160.00
A-SSD	GAL	DISINFECTANT concentrated	6.0	170.00	1,020.00
B-DIS	BTL	DISINFECTANT SPRAY Aerosol Spray, 510 ml; Hospital Gr	13.0	450.00	5,850.00
B-DMR	PC	DOORMAT RUBBER	11.0	75.00	825.00
B-DPN	PC	DUST PAN ndgid non-breakable plastic detachat	25.0	70.00	1,750.00
B-GB	PACK	GARBAGE BAG black, 10pcs pack, xl	25.0	50.00	1,250.00
B-MFC	PC	MICRO FIBER CLOTH	10.0	14.75	147.50
A-OSPCHOC	SACHE	POWDERED CHOCO instant, powder/ granules	50.0	10.00	500.00
A-OSP4	PACK	TRANSPARENT PLASTIC 12X18	4.0	68.75	275.00
A-OSP3	PACK	TRANSPARENT PLASTIC 4X12	75.0	19.75	1,481.25

(Total Amount in Words)

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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.

Conforme: Beverly Grace C. Buccat
 Signature over Printed Name of Supplier

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

Date: MAR 21 2024

Date: 3/16/24

Fund Cluster: Jovita T. Dalmacio MOOE
 Funds Available: Department Manager B
3/15/24

ORS/BURS No.: 24-03-0059
 Date of the ORS/BURS: 03/08/2024
 Amount: 18,258.75



PURCHASE ORDER

Supplier: DLBB PAPEL LAPIS AT IBA PA
 Address: Poblacion San Vicente City of Malolos, Bulacan
 TIN: 169-871-199-000 VAT NON-VAT
 Philgeps Ref. No.: 10586121
 Mode of Procurement: Shopping

P.O. No.: B202403-0057
 Date: 03/07/2024
 P.R. No.: GS-2024-01-004
 Date: 01/04/24
 AOQ No.: A2024-02-054
 Date: 02/28/2024

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: _____

Delivery Term: 7-15 days upon receipt of f
 Payment Term: 15 Days
 Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		*** NOTHING FOLLOWS ***			

(Total Amount in Words) Eighteen Thousand Two Hundred Fifty Eight Pesos And Seventy Five Centavos ₱ 18,258.75

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.
Beverly Grace C. Buccat
 Signature over Printed Name of Supplier

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

Date: MAR 21 2024 Sgd.

Date: 3/16/24

Fund Cluster : _____
 Funds Available : Department Manager B

ORS/BURS No. : _____
 Date of the ORS/BURS: _____
 Amount : _____