



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2024-02-038
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 <i>of</i> |
| 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 |
|---------------------|----------|

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 |
|-------------------|------------|

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 | REBY'S STORE ✓ |
| Contract Cost | ₱14,931.00 ✓ |
| Payment Terms | WITHIN 15 DAYS UPON RECEIPT OF THE ITEMS ✓ |

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

Sgd.
MARIA LEONORA S. ROMARATE
 BAC- Chairperson

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

Sgd. *02/09/2024*
 Atty. Joshua E. Bautista
 BAC Member -Legal

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

Sgd. *02/01/24*
 Mark Lackie D.J Porciuncula
 BAC- End User

Approved by:

Sgd.
 Engr. Carlos N. Santos Jr.
 General Manager *2/6/24*

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





Santa Maria

WATER DISTRICT

NOTICE TO PROCEED

NTP-2024-03-035

March 19, 2024

Maria Reby DR. San Luis
Proprietor
REBY'S STORE
De Jesus St. Brgy. Poblacion Santa Maria 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. : B202403-0055
Date Approved : 03/16/2024
Contract Cost : ₱14,931.00
Amount in Words : Fourteen Thousand Nine Hundred Thirty One Pesos

Very truly yours.

Sgd.

ENGR. CARLOS N. SANTOS, JR.
General Manager

I acknowledge receipt of this Notice on:

Printed Name: _____

Signature: _____ Sgd. _____

Date: _____



Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2024-03-035

March 08, 2024

Maria Reby DR. San Luis
Proprietor
REBY'S STORE
De Jesus St. Brgy. Poblacion Santa Maria 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-2024-02-038
Contract Cost : ₱14,931.00
Amount in Words : Fourteen Thousand Nine Hundred Thirty One Pesos
Purchase/Work Order No. : B202403-0055
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: Reby San Luis
Signature: _____ Sgd. _____
Date: 3/27/24



Santa Maria WATER DISTRICT

03/07/24

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PURCHASE ORDER

Supplier: REBY'S STORE
Address: De Jesus St. Brgy. Poblacion Santa Maria Bulacan
TIN: 249-997-000
Philgeps Ref. No.: 10586121
Mode of Procurement: Shopping

P.O. No.: B202403-0055
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

Table with 6 columns: Stock No., Unit, Description, Quantity, Unit Cost, Amount. Rows include items like BROOM, BROOMSTICK, COFFEE, DISHWASHING LIQUID, PAIL PLASTIC, PUSH BRUSH WOOD, SCOURING PAD, SUGAR.

(Total Amount in Words) Fourteen Thousand Nine Hundred Thirty One Pesos Only P14,931.00

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. [Signature]
Signature over Printed Name of Supplier
Date: 3/16/24

Very truly yours, Sgd. ENGR. CARLOS N. SANTOS JR.
General Manager
Date: 3/16/24

Fund Cluster: Jovita Dalmacio MOOE
Funds Available: Department Manager B 2/14

ORS/BURS No.: 24-03-0057
Date of the ORS/BURS: 03/08/2024
Amount: 14,931.00