



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2024-02-039
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
---------------------	----------

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	D3JC OFFICE AND SCHOOL SUPPLIES TRADING ✓
Contract Cost	₱12,075.00 ✓
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. *03-14-2024*
MARIA LEONORA S. ROMARATE
 BAC- Chairperson

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

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

Sgd. *[Signature]*
Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

Sgd. *[Signature]*
(Mark) Mark D. 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-2024-03-034

March 19, 2024

Jenny San Juan Mata
Proprietor
D3JC OFFICE AND SCHOOL SUPPLIES TRADING
Binang 2nd, Bocaue, 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. : B202403-0056
Date Approved : 03/16/2024
Contract Cost : ₱12,075.00
Amount in Words : Twelve Thousand Seventy Five Pesos

Very truly yours,

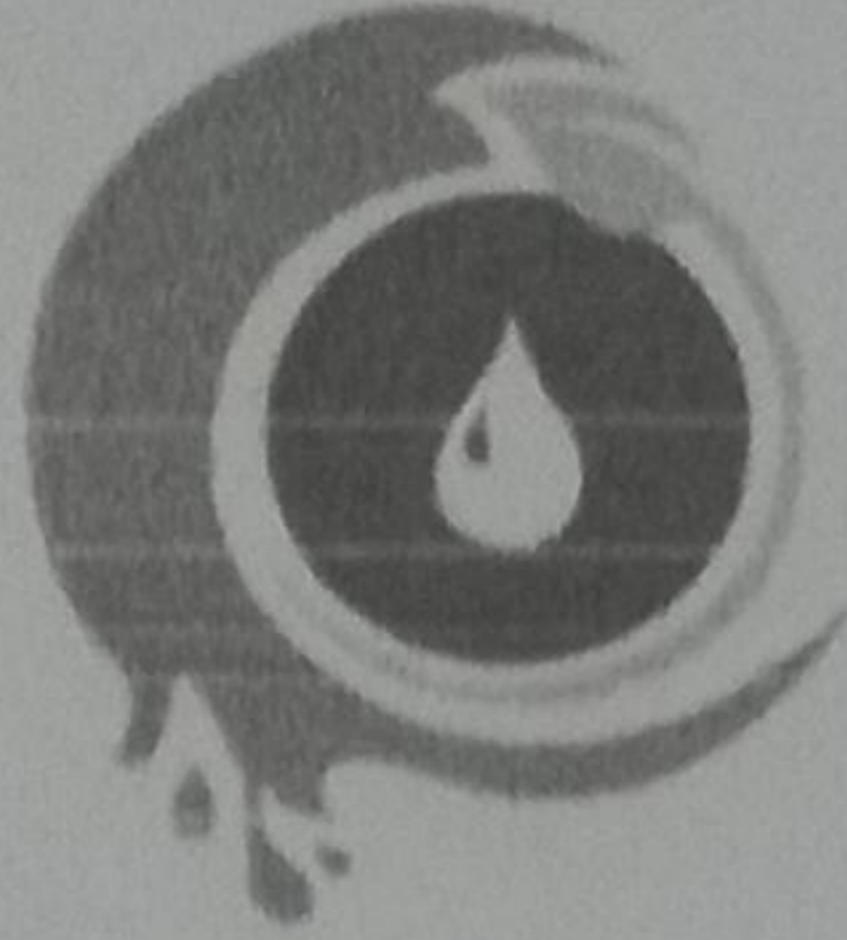
ENGR. CARLOS N. SANTOS, JR.
General Manager

I acknowledge receipt of this Notice on:

Printed Name: Jenny Mata

Signature: _____

Date: 3/25/24



Santa Maria
WATER DISTRICT

NOTICE OF AWARD

NOA-2024-03-036

March 08, 2024

Jenny San Juan Mata
Proprietor
D3JC OFFICE AND SCHOOL SUPPLIES TRADING
Binang 2nd, Bocaue, 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-2024-039
Contract Cost : ₱12,075.00
Amount in Words : Twelve Thousand Seventy Five Pesos
Purchase/Work Order No. : B202403-0056
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,

ENGR. CARLOS N. SANTOS, JR.
General Manager

Conforme:

Printed Name: Jenny Mata
Signature: _____
Date: 03/25/24



Santa Maria WATER DISTRICT

03/07/24

Page 1 of 1

PURCHASE ORDER

Supplier: <u>DAIC OFFICE AND SCHOOL SUPPLIES TRADING</u>	P.O. No.: <u>B202403-0058</u>
Address: <u>Binang 2nd, Bocaue, Bulacan</u>	Date: <u>03/07/2024</u>
TIN: <u>601-691-475-00000</u> <input type="checkbox"/> VAT <input checked="" type="checkbox"/> NON-VAT	P.R. No.: <u>GS-2024-01-004</u>
Philgeps Ref. No.: <u>10588121</u>	Date: <u>01/04/24</u>
Mode of Procurement: <u>Shopping</u>	AOQ No.: <u>A2024-02-054</u>
	Date: <u>02/28/2024</u>

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

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

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
B-FD	PC	FEATHER DUSTER	5.0	55.00	275.00
B-INS	CAN	INSECTICIDE <small>Agrosol: 600ml odorless</small>	50.0	225.00	11,250.00
A-OSP2	PACK	TRANSPARENT PLASTIC 16X24 *** NOTHING FOLLOWS *** <i>100000-00</i>	10.0	55.00	550.00

(Total Amount in Words) Twelve Thousand Seventy Five Pesos Only **P** 12,075.00

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.* **Very truly yours,**
DESIRECHA BALDADO
 Signature over Printed Name of Supplier **ENGR. CARLOS N. SANTOS JR.**
 _____ General Manager
 Date: 4/8/2024 Date: 3/16/24

Division and Cluster: <u>Division of Dalmacio MOOE</u>	ORS/BURS No.: <u>24-03-0058</u>
Funds Available: <u>Department Manager B</u> <i>3/11</i>	Date of the ORS/BURS: <u>03/08/2024</u>
	Amount: <u>12,075.00</u>