



Santa Maria WATER DISTRICT

BAC Resolution No. PROC-BCR-2024-07-142
Date 07/26/2024
Name of Project SUPPLY AND DELIVERY OF VARIOUS OFFICE 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-2024-07-055 & 061
 Division/Section GENERAL SERVICES DIVISION
 Purpose FOR REPLENISHMENT OF STOCKS OF VARIOUS OFFICE SUPPLIES
 Total ABC ₱82,940.25

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 07/22/2024

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. A2024-07-216
 Date 07/25/2024

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 MOST ECONOMICALLY AND RESPONSIVE QUOTATION

Supplier **KKAI TRADING** ✓
 Contract Cost ₱36,988.00 ✓
 Payment Terms WITHIN 30 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 26th day of July Year 2024

Sgd. *30/7/2024*
MARIA LEONORA S. ROMARATE
 BAC- Chairperson

DL
 Mary Diana S. Dela Cruz, CPA
 BAC Member -Financial

Sgd. *7/26/2024*
 Atty. Joshua E. Bautista
 BAC Member -Legal

Sgd. *30/7/2024*
 Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

Sgd. *7/26/2024*
 Mark Carlo D.J Porciuncula
 BAC Member-End User

Approved by:

Sgd. *8/12/24*
 Engr. Carlos N. Santos Jr.
 General Manager

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



07/26/24



Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2024-08-113

August 06, 2024

Stephanie Rosales
Authorized Representative
KKAI TRADING
81 Sta. Rita St., Rosaryville Subd., Sta. Cruz Guiguinto, Bulacan

SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES

PR/WR: GS-2024-07-055

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-2024-07-142
Contract Cost : ₱36,988.00
Amount in Words : Thirty Six Thousand Nine Hundred Eighty Eight Pesos
Purchase/Work Order No. : B202408-0220
Date Issued : 08/06/2024

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.

Sgd.
Very truly yours,

ENGR. CARLOS N. SANTOS, JR.
General Manager

Conforme:

Printed Name: STEPHANIE P. ROSALES
Signature: Sgd.
Date: 08/12/2024



Santa Maria
WATER DISTRICT

NOTICE TO PROCEED

NTP-2024-08-112

August 08, 2024

Stephanie Rosales
Authorized Representative
KKAI TRADING
81 Sta. Rita St., Rosaryville Subd., Sta. Cruz Guiguinto, 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 SUPPLIES
Purchase/Work Order No. : B202408-0220
Date Approved : 08/08/2024
Contract Cost : ₱36,988.00
Amount in Words : Thirty Six Thousand Nine Hundred Eighty Eight Pesos

Very truly yours,

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

I acknowledge receipt of this Notice on:

Printed Name: STEPHANIE P. ROSALES
Signature: Sgd.
Date: 08/12/2024



08/06/24 9:19:21am

Santa Maria WATER DISTRICT

**PROCUREMENT
PRIORITY**

08/06/24

PURCHASE ORDER

Supplier: KKAI TRADING
Address: 81 Sta. Rita St., Rosaryville Subd., Sta. Cruz Guiguinto, Bulacan
TIN: 473-851-368-00000 VAT NON-VAT
Philgeps Ref. No.: 11071729
Mode of Procurement: Shopping

P.O. No.: B202408-0220
Date: 08/06/2024
P.R. No.: GS-2024-07-055
Date: 07/11/24
AOQ No.: A2024-07-216
Date: 07/25/2024

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:** within 5 days upon receipt
Date of Delivery: _____ **Payment Term:** 30 Days
Warranty: _____ **Form of Payment:** Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-PPRA4	REAM	PAPER A4 70 GSM	72.0	199.00	14,328.00
A-PPRL	REAM	PAPER LONG 70 GSM	103.0	220.00	22,660.00
*** NOTHING FOLLOWS ***					

(Total Amount in Words) Thirty Six Thousand Nine Hundred Eighty Eight Pesos Only **₱6,988.00**

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: _____ **Very truly yours,** _____
 Sgd. _____ Sgd. _____
STEPHANIE P. ROSALES **ENGR. CARLOS N. SANTOS JR.**
 Signature over Printed Name of Supplier General Manager
Date: 08/12/2024 **Date:** 8/8/24

Fund Cluster: Jovita L. Dalmacio **MOOE**
Funds Available: Department Manager B **8/8/24**
ORS/BURS No.: 24-08-0243
Date of the ORS/BURS: 08/06/2024
Amount: 36,988.00