

**BAC Resolution No.** PROC-BCR-2024-05-116  
**Date** 06/04/2024  
**Name of Project** SUPPLY AND DELIVERY OF VARIOUS PARTS FOR CONCRETE CUTTER, POWER SPRAYER & PORTABLE GENERATOR

**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. GS-2024-04-039  
 Division/Section GENERAL SERVICES DIVISION  
 Purpose To provide various supplies for replacement of worn-out parts of concrete cutter, power sprayer and portable generator  
 Total ABC ₱96,182.00

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

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 05/27/2024

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. A2024-06-175  
 Date 06/03/2024

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 POLARIS GRACE CONSTRUCTION SUPPLY ✓  
 Contract Cost ₱3,500.00 ✓  
 Payment Terms WITHIN 15 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 4th day of June Year 2024

Sgd. *6/6/2024*  
**MARIA LEONORA S. ROMARATE**  
 BAC- Chairperson

Sgd. *06/06/24*  
 Mary Diana S. Dela Cruz, CPA  
 BAC Member -Financial

Sgd. *06/06/2024*  
 Atty/ Joshua E. Bautista  
 BAC Member -Legal

Sgd. *06 JUNE 2024*  
 Engr. Edgardo E. dela Torre, Jr.  
 BAC Member - Technical

Sgd. *06/06/24*  
 Mark Lackie D.J Porciuncula  
 End User

Approved by:

Sgd. *6/10/24*  
**Engr. Carlos N. Santos Jr.**  
 General Manager

"YOUR WATER. OUR OBLIGATION  
 YOUR CONVENIENCE. OUR SERVICE"





# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2024-06-093

June 24, 2024

Grace H. Rivas  
Proprietor  
POLARIS GRACE CONSTRUCTION SUPPLY  
Bagbaguin 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 WORN-OUT PARTS OF CONCRETE CUTTER  
**Purchase/Work Order No.** : B202406-0184  
**Date Approved** : 06/18/2024  
**Contract Cost** : ₱3,500.00  
**Amount in Words** : Three Thousand Five Hundred Pesos

Very truly yours.

Sgd.

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

I acknowledge receipt of this Notice on:

Printed Name: BABY PERVASIN

Signature: *[Signature]* Sgd.

Date: 6-25-2024



# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD

NOA-2024-06-094

June 11, 2024

Grace H. Rivas  
Proprietor  
POLARIS GRACE CONSTRUCTION SUPPLY  
Bagbaguin Santa Maria, Bulacan

### SUPPLY AND DELIVERY OF WORN-OUT PARTS OF CONCRETE CUTTER

PR/WR: GS-2024-04-039

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-2024-05-116  
**Contract Cost** : ₱3,500.00  
**Amount in Words** : Three Thousand Five Hundred Pesos  
**Purchase/Work Order No.** : B202406-0184  
**Date Issued** : 06/11/2024

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:** BABY VERVAS IN  
**Signature:** \_\_\_\_\_ Sgd.  
**Date:** 6-21-24



06/11/24

PURCHASE ORDER

Supplier: POLARIS GRACE CONSTRUCTION SUPPLY  
 Address: Bagbaguin Santa Maria, Bulacan  
 TIN: 114-262-218-000  VAT  NON-VAT  
 Philgeps Ref. No.: 10801408  
 Mode of Procurement: Negotiated Procurement - Small Value Procurement

P.O. No.: B202406-0184  
 Date: 06/11/2024  
 P.R. No.: GS-2024-04-039  
 Date: 04/29/24  
 AOQ No.: A2024-06-175  
 Date: 06/03/2024

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 days upon receipt of P.O  
 Payment Term: 15 Days  
 Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
4B-ACCCWF	PC	CONCRETE CUTTER WHEEL FRONT	2.0	450.00	900.00
4A-ACCCWF	PC	CONCRETE CUTTER WHEEL REAR	4.0	650.00	2,600.00
		*** NOTHING FOLLOWS ***			

(Total Amount in Words) Three Thousand Five Hundred Pesos Only ₱ 3,500.00

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.  
PABX USERVAS IN  
 Signature over Printed Name of Supplier  
 Date: 6-25-24  
 Sgd.

Very truly yours,  
 Sgd.  
ENGR. CARLOS N. SANTOS JR.  
 General Manager  
 Date: 6/18/24

Fund Cluster: Jovita I. Dalmacio  
 Funds Available: Department Manager B

ORS/BURS No.: 24-06-0202  
 Date of the ORS/BURS: 06/13/2024  
 Amount: 3,500.00

Mf 06/11/24