



Santa Maria

WATER DISTRICT

NOTICE OF AWARD

NOA-2024-08-118

August 19, 2024

Mila M. Santos
Store Manager
MERCURY DRUG CORPORATION
Poblacion Santa Maria, Bulacan - Branch

SUPPLY AND DELIVERY OF VARIOUS SUPPLIES FOR HYGIENE KITS

PR/WR: CSD-2024-07-002

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-2024-08-148
Contract Cost : ₱29,437.50
Amount in Words : Twenty Nine Thousand Four Hundred Thirty Seven Pesos And Fifty Centavos
Purchase/Work Order No. : B202408-0231
Date Issued : 08/19/2024

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: Mila Santos

Signature: Sgd. [Signature]

Date: 9/17/2024



Santa Maria

WATER DISTRICT

NOTICE TO PROCEED

NTP-2024-08-121

August 22, 2024

Mila M. Santos
Store Manager
MERCURY DRUG CORPORATION
Poblacion Santa Maria, Bulacan - Branch

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 SUPPLIES FOR HYGIENE KITS
Purchase/Work Order No. : B202408-0231
Date Approved : 08/22/2024
Contract Cost : ₱29,437.50
Amount in Words : Twenty Nine Thousand Four Hundred Thirty Seven Pesos And Fifty Centavos

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

BAC Resolution No. PROC-BCR-2024-08-148
Date 08/08/2024
Name of Project SUPPLY AND DELIVERY OF VARIOUS SUPPLIES FOR HYGIENE KITS

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#CSD-2024-07-002
Division/Section	CUSTOMER SERVICE DIVISION
Purpose	To provide giveaways during implementation of SMWD Water Saver's School Education Program
Total ABC	₱144,000.00

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	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	07/31/2024
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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.	A2024-08-226
Date	08/08/2024

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 THE MOST ECONOMICAL, ADVANTAGEOUS AND RESPONSIVE QUOTATION

Supplier	MERCURY DRUG CORPORATION ✓
Contract Cost	₱29,437.50 ✓
Payment Terms	WITHIN 30 DAYS UPON RECEIPT OF THE ITEMS ✓

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 8th day of August Year 2024

Sgd. *8/16/2024*
MARIA LEONORA S. ROMARATE
 BAC- Chairperson

Sgd. *08/09/2024*
 Mary Diana S. Dela Cruz, CPA
 BAC Member -Financial

Sgd. *08/09/2024*
 Atty. Joshua E. Bautista
 BAC Member -Legal

Sgd. *08/08/2024*
 Engr. Edgardo E. dela Torre, Jr.
 BAC Member - Technical

Sgd. *08/08/24*
 Mark Zackie D.J Porciuncula
 BAC Member-End User

Approved by:

Sgd. *8/10/24*
Engr. Carlos N. Santos Jr.
 General Manager

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





Santa Maria WATER DISTRICT

08/19/24

PURCHASE ORDER

Supplier: MERCURY DRUG CORPORATION
Address: Poblacion Santa Maria, Bulacan - Branch
TIN: 000-388-474-087 VAT NON-VAT
Philgeps Ref. No.: 11098468
Mode of Procurement: Shopping

P.O. No.: B202408-0231
Date: 08/19/2024
P.R. No.: CSD-2024-07-002
Date: 07/12/24
AOQ No.: A2024-08-226
Date: 08/08/2024

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
Payment Term: 30 Days
Form of Payment: Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
4I-PT	PC	POCKET TISSUE for hygiene kit	1,600.0	6.25	10,000.00
A-SSTB	PC	TOOTHBRUSH	1,555.0	12.50	19,437.50
*** NOTHING FOLLOWS ***					

(Total Amount in Words) Twenty Nine Thousand Four Hundred Thirty Seven Pesos And Fifty Centavos **29,437.50**
Only

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. Melin M. Santos
 Signature over Printed Name of Supplier

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

Date: 9/2/24 Sgd.

Date: 8/22/24

Fund Cluster : Jovita I. Dalmacio
Funds Available Department Manager B
5/21/24

ORS/BURS No. : 24-08-0258
Date of the ORS/BURS: 08/20/2024
Amount : 29,437.50