



## NOTICE OF AWARD

NOA-2025-06-069

June 03, 2025

Ma.Cecilia Fernando  
Authorized Representative  
FOUR M'S PRINTING SERVICES  
Narra St. Sta.Clara Santa Maria,Bulacan

### SUPPLY AND DELIVERY OF DISCONNECTION TAG

PR/WR: CSD-2025-04-007

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.** : BCR-2025-05-083  
**Contract Cost** : ₱30,000.00  
**Amount in Words** : Thirty Thousand Pesos  
**Purchase/Work Order No.** : B202506-0134  
**Date Issued** : 06/03/2025

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

**Sgd**

**Conforme:**

Printed Name: Ma. Cecilia Fernando  
Signature: \_\_\_\_\_  
Date: 6-18-25





## NOTICE TO PROCEED

NTP-2025-06-066

June 09, 2025

Ma.Cecilia Fernando  
Authorized Representative  
FOUR M'S PRINTING SERVICES  
Narra St. Sta.Clara 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 DISCONNECTION TAG  
**Purchase/Work Order No.** : B202506-0134  
**Date Approved** : 06/04/2025  
**Contract Cost** : ₱30,000.00  
**Amount in Words** : Thirty Thousand Pesos

Very truly yours,

**Sgd**

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

I acknowledge receipt of this Notice on:

Printed Name: Ma. Cecilia Fernando  
Signature: **Sgd**  
Date: 6-18-25







06/03/2025 8:41:10am

06/03/2025

**Santa Maria**  
WATER DISTRICT

Page 1 of 1

**PURCHASE ORDER**

**Supplier:** FOUR M'S PRINTING SERVICES  
**Address:** Narra St. Sta. Clara Santa Maria, Bulacan  
**TIN:** 740-658-806-000 ☐ VAT ☒ NON-VAT  
**Philgeps Ref. No.:** 12037633  
**Mode of Procurement:** Negotiated Procurement - Small Value Procurement

**P.O. No.:** B202506-0134  
**Date:** 06/03/2025  
**P.R. No.:** CSD-2025-04-007  
**Date:** 04/29/2025  
**AOQ No.:** A2025-05-134  
**Date:** 05/20/2025

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

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-TAGDT	PC	DISCONNECTION TAG PVC; 54mm (H) X 86mm (W) *** NOTHING FOLLOWS ***	1,000.0	30.00	30,000.00

**(Total Amount in Words)** Thirty Thousand Pesos Only**P30,000.00**

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 over Printed Name of Supplier

**Date:****Sgd**

**Fund Cluster :** Jovita T. Daimacio  
**Funds Available :** Department Manager B

**Very truly y****Sgd****ENGR. CARLOS N. SANTOS JR.**

General Manager

**Date:****ORS/BURS No. :****Date of the ORS/BURS:****Amount :**



BAC Resolution No. BCR-2025-05-083  
Date 05/21/2025  
Project SUPPLY AND DELIVERY OF DISCONNECTION TAG

**BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT FOR THE ABOVE STATED PROJECT**

WHEREAS, The **WorkRequest** (WR) was received by the procurement with the following details:

PR/WR Nos.	CSD-2025-04-007
Division/Section	CUSTOMER SERVICE DIVISION
Purpose	To provide supplies for the execution of disconnection order
Total ABC	₱60,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2025 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	05/16/2025
Philgeps Reference No.	12037633

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 the submitted documentary requirements needed.

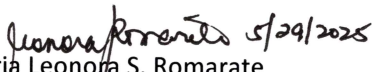
Abstract of Quotation No.	A2025-05-134
Date	05/20/2025

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,


**Terms offered are the most favorable to the SMWD, compliant to the documentary requirements and specification.**


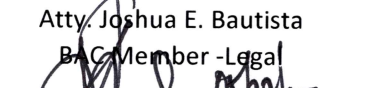
Supplier/Contractor	FOUR M'S PRINTING SERVICES
Contract Cost	₱30,000.00
Payment Terms	within 15 days upon receipt of the items

RESOVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 21ST day of May 2025

  
Maria Leonora S. Romarate  
BAC- Chairperson

  
Mary Diana S. Dela Cruz, CPA  
BAC Vice-Chairperson

  
Engr. Edgardo E. dela Torre, Jr.  
BAC Member - Technical

  
Atty. Joshua E. Bautista  
BAC Member - Legal  
  
Mark Jackie D.J. Porciuncula  
BAC Member - End User

Approved by:

  
Engr. Carlos N. Santos Jr. 5/30/25  
General Manager

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



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