



04/22/2025 4:17:33pm

04/22/2025

**Santa Maria**  
WATER DISTRICT**PROCUREMENT**  
Page 1 of 1  
**PRIORITY****PURCHASE ORDER**

**Supplier:** NATIONAL PRINTING OFFICE  
**Address:** EDSA cor. NIA Road, Diliman, QC  
**TIN:** 000-769-754-000 ☐ VAT ☒ NON-VAT  
**Philgeps Ref. No.:** \_\_\_\_\_  
**Mode of Procurement:** Negotiated Procurement - Agency-to-Agency

**P.O. No.:** B202504-0095  
**Date:** 04/22/2025  
**P.R. No.:** CA-2025-01-001, CA-2025-03-002  
**Date:** 03/20/2025, 04/21/2025  
**AOQ No.:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**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:** 2 weeks upon receipt of P.O.  
**Payment Term:** Check Payment upon Deliv  
**Form of Payment:** Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
D-ORC	BOX	OFFICIAL RECEIPT COLLECTORS WHITE / GREEN Size: 7" x 5 1/2"; carbonless paper 2 ply; 1,000 sets/box	120.0	3,900.00	468,000.00
D-SI	BOX	SERVICE INVOICE Size: 8" x 7 1/2"; carbonless paper; *** NOTHING FOLLOWS *** Colored Logo; 3 ply; 1,000 sets/box WHITE / PINK / YELLOW	240.0	4,350.00	1,044,000.00

**RECEIVED**  
MAY 20 2025

BY: \_\_\_\_\_

P-25-05-1301  
10:46 AM  
NATIONAL PRINTING OFFICE  
RECEIVED BY  
MAY 19 2025  
DATE:  
RECORDS SEC. ADM. DIV.  
EC-3228-25

**(Total Amount in Words)** One Million Five Hundred Twelve Thousand Pesos Only

1,512,000.00

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

Very truly yours

ATTY. REVSEE ESCOBEDO  
Director IV

Signature over Printed Name of Supplier

Sgd

ENGR. CARLOS N. SANTOS JR.  
General Manager

**Date:** \_\_\_\_\_**Date:** 4/25/25

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

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





# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD

NOA-2025-04-049

April 23, 2025

Francisco V. Vales, JR.  
Director IV  
NATIONAL PRINTING OFFICE  
EDSA cor. NIA Road, Diliman, QC

### SUPPLY AND DELIVERY OF OFFICIAL RECEIPTS AND SERVICE INVOICES

PR/WR: CA-2025-01-001, CA-2025-03-002

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. : BCR-2025-04-074  
Contract Cost : ₱1,512,000.00  
Amount in Words : One Million Five Hundred Twelve Thousand Pesos  
Purchase/Work Order No. : B202504-0095  
Date Issued : 04/22/2025

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

Conforme:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Sgd

ATTY. REYSEE A. ESCOBEDO  
Director IV





# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2025-05-058

May 14, 2025

Francisco V. Vales, JR.  
Director IV  
NATIONAL PRINTING OFFICE  
EDSA cor. NIA Road, Diliman, QC

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.

<b>Project Name</b>	:	SUPPLY AND DELIVERY OF OFFICIAL RECEIPTS AND SERVICE INVOICES
<b>Purchase/Work Order No.</b>	:	B202504-0095
<b>Date Approved</b>	:	04/25/2025
<b>Contract Cost</b>	:	₱1,512,000.00
<b>Amount in Words</b>	:	One Million Five Hundred Twelve Thousand Pesos

Very truly yours,

Sgd

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

I acknowledge receipt of thi

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Sgd

ATTY. REYES A. ESCOBEDO  
Director IV



BAC Resolution No. BCR-2025-04-074  
Date 04/23/2025  
Project SUPPLY AND DELIVERY OF OFFICIAL RECEIPTS & SERVICE INVOICES

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

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

WR Nos.	CA-2025-01-001 & 002
Division/Section	Customer AccountS Division
Purpose	To be able to provide the concessionaires of evidence of payment and compliance with the BIR RA#11976
Total ABC	₱1,512,000.00

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 Agency to Agency

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	N/A
Philgeps Reference No.	N/A

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.	N/A
Date	N/A

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,

**Reliable Government Printing Office**

Supplier	NATIONAL PRINTING OFFICE
Contract Cost	₱1,512,000.00
Payment Terms	check payment upon delivery

RESOVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 23rd day of April 2025

Sgd  
Maria/Leonora S/ Romarate 4/24/25  
BAC- Chairperson

Sgd 04/24/2025  
Mary Diana S/ dela Cruz, CPA  
BAC Vice-Chairperson

Sgd  
Engr. Edgardo E. dela Torre, Jr.  
BAC Member - Technical 2291  
2025

Sgd 4/23/2025  
Atty. Joshua E. Bautista  
BAC Member - Legal  
Sgd  
Mark Jackie D. J. Porciuncula  
BAC Member - End-user

Approved by: Sgd

Engr. Carlos N. Santos Jr. 4/23/25  
General Manager  
"YOUR WATER. OUR OBLIGATION  
YOUR CONVENIENCE. OUR SERVICE"

