



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-2025-03-025

March 19, 2025

Alma Mae Nuñez  
Sales Person  
MOSTACO MARKETING  
68A Lalaine Bennet St., BF Resort Village, Las Pinas City, Manila

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 THERMAL TAPE  
**Purchase/Work Order No.** : B202503-0050  
**Date Approved** : 03/18/2025  
**Contract Cost** : ₱89,240.00  
**Amount in Words** : Eighty Nine Thousand Two Hundred Forty Pesos

Very truly yours,

Sgd

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

I acknowledge receipt

Sgd

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

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

**JULIE K. VELINA**

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

03/21/25





03/12/2025 2:34:02pm

03/12/2025

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

**Supplier:** MOSTACO MARKETING  
**Address:** 68A Lalaine Bennet St., BF Resort Village, Las Pinas City, Manila  
**TIN:** 915-524-116-000 ☒ VAT ☐ NON-VAT  
**Philgeps Ref. No.:** 11808055  
**Mode of Procurement:** Negotiated Procurement - Small Value Procurement

**P.O. No.:** B202503-0050  
**Date:** 03/12/2025  
**P.R. No.:** GS-2025-01-005  
**Date:** 01/22/2025  
**AOQ No.:** A2025-03-055  
**Date:** 03/03/2025

**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:** 7-15 days upon receipt of F  
**Payment Term:** 30 Days  
**Form of Payment:** Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-PPRTT	PC	THERMAL TAPE 55gsm, white, 57mm x 15m, coreless	6,880.0	11.75	80,840.00
A-PPRTTQ	PC	THERMAL TAPE FOR QUEUING 30m x 80mm x 54mm dia. *** NOTHING FOLLOWS ***	300.0	28.00	8,400.00

**(Total Amount in Words)** Eighty Nine Thousand Two Hundred Forty Pesos Only

89,240.00

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  
**JOSE R. VELINA**

Signature over Printed Name of Supplier

Date: 03/21/25

Sgd

Sgd

**ENGR. CARLOS N. SANTOS JR.**

General Manager

Date: 3/18/25

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

MOOE

**ORS/BURS No. :** 25-03-0054**Date of the ORS/BURS:** 03/13/2025**Amount :** 89,240.00ADM-PR 004  
Mar 2021  
Rev. 01



## NOTICE OF AWARD

NOA-2025-03-028

March 13, 2025

Alma Mae Nuñez  
Sales Person  
MOSTACO MARKETING  
68A Lalaine Bennet St., BF Resort Village, Las Pinas City, Manila

### SUPPLY AND DELIVERY OF THERMAL TAPE

PR/WR: GS-2025-01-005

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-2025-03-0036  
**Contract Cost** : ₱89,240.00  
**Amount in Words** : Eighty Nine Thousand Two Hundred Forty Pesos  
**Purchase/Work Order No.** : B202503-0050  
**Date Issued** : 03/12/2025

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:** Sgd  
**Printed Name:** \_\_\_\_\_  
**Signature:** JOJE R. VELINA  
**Date:** 03/21/25



**BAC Resolution No.** BCR-2025-03-036  
**Date** 03/03/2025  
**Name of Project** SUPPLY AND DELIVERY OF THERMAL TAPE

**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-2025-01-005
Division/Section	GENERAL SERVICES DIVISION
Purpose	To be able to provide thermal tapes for meter readers and for the queuing system
Total ABC	₱89,840.00

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 02/26/2025

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. A2025-03-055  
Date 03/03/2025

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,

Supplier	<b>MOSTACO MARKETING</b>
Contract Cost	₱89,240.00
Payment Terms	30 DAYS UPON RECEIPT OF THE ITEMS

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 3rd day of March Year 2025

*3/11/25*  
**MARIA LEONORA S. KUMARATE**  
BAC- Chairperson

Sgd *03/07/2025*  
**Mariy Jela Cruz, CPA**  
BAC Member -Financial

Sgd *03/04/2025*  
**Atty Jdshua E. Bautista**  
BAC Member -Legal

Eng *03/03/25*  
**BAC Member - Technical**

Sgd *03/05/25*  
**Mark Lackie D.J. Pociuncula**  
BAC Member-End User

Approved by: Sgd

**Engr. Carlos N. Santos Jr.**  
General Manager

*3/11/25*  
"YOUR WATER. OUR OBLIGATION"  
"YOUR CONVENIENCE. OUR SERVICE."