

**PURCHASE ORDER  
PHILIPPINE CARABAO CENTER**

Tel. No. : 044-456-0731 to 32      Fax No. : 044-456-0730      Email : [vjlnartate01.pcc@gmail.com](mailto:vjlnartate01.pcc@gmail.com)



Supplier: 1 **COPYLANDIA OFFICE SYSTEMS CORPORATION**  
 Address: 1 **Mandaluyong City / Cabanatuan City Branch, Nueva Ecija**  
 Email Address: 1 **Cabanatuan@copylandia.com**  
 Telephone No: 1 **0917-5368497**  
 TIN: \_\_\_\_\_

P.O. No **2020-01-0037**  
 Date 1 **January 27, 2020**  
 Mode of Procurement 1 **Direct Contracting**

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained therein:

Place of Delivery 1 **PCC National Headquarters & Gene Pool, Science City of Muñoz, N.E.**  
 Delivery Terms: **60** calendar days  
 Date of Delivery \_\_\_\_\_  
 Payment Terms: **15** days upon full delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Toner, Konica Develop Ineo 283	9	₱3,900.00	₱35,100.00
2	pc	Toner, Konica Develop Ineo 367	6	₱7,500.00	₱45,000.00
*** Nothing Follows ***					
<p align="center">   </p> <p>BY: _____</p> <p>BY: _____                  PHILIPPINE CARABAO CENTER                  OFFICE OF THE AUDITOR                  RECEIVED                  DATE: <u>01/27/2020</u>                  BY: <u>[Signature]</u></p>					
NOTE: Please notify Property Section regarding the schedule of delivery. We accept delivery from Mon-Fri 8am to 5pm (Except holidays) P.R. No 2019-10-1461 EPA PhilGEPS n/a BAC Reso 2019-651 Fund Regular Agency - General Fund (VARIOUS)					<b>PHP 80,100.00</b>

(Total Amount in Words) **EIGHTY THOUSAND ONE HUNDRED PESOS ONLY**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Conforme:

Very Truly yours,

ANITA PASCUAR  
 Signature over Printed Name of Supplier  
02-19-20 Date

[Signature]  
 ARNELM. DEL BARRIO  
 Authorized Official

Funds Available:

[Signature]  
 CHERRY PEARL CRIVERA/ JEFFREY E. LAURENCE ANTOLIN  
 Accountant

ORS/BURS No. 02-2020-02-020  
 Amount PHP 80,100.00

Form No: PCC-PRQF-02

Revision No: 02

Effectivity Date: January 1, 2019



Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
 CERTIFIED ISO 9001 ISO 14001 OHSAS 18001

**NOTICE OF AWARD**

**DATE: JAN 27 2020**

**MR. RAYMUND G. PEDRAZA**

Branch Manager

COPYLANDIA OFFICE SYSTEMS CORPORATION

G/F Insular Life, Rizal St., Brgy. Matadero,

Cabanatuan City, Nueva Ecija

044-464-7497/600-0377

**Dear Mr. Pedraza,**

Please be informed that based on the results of our evaluation of your offer to undertake the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER** with a Total Contract Price amounting to **EIGHTY THOUSAND ONE HUNDRED PESOS (P 80,100.00)** and as per delivery schedule indicated in your quotation, we are happy to notify you that your offer is acceptable to us and hereby awarded you the project.

Item No.	QTY	Unit	Item Description	Unit Cost	Total Cost	End user
1	6	pc	Genuine Toner, Konica Develop ineo 283 (TN217)	P 3,900.00	P 23,400.00	PROP
2	3	pc	Genuine Toner, Konica Develop ineo 283 (TN217)	3,900.00	11,700.00	MSAO
3	6	pc	Genuine Toner, Konica Develop ineo 367 (TN323)	7,500.00	45,000.00	MITHI (BAC)
			<b>TOTAL</b>		<b>P 80,100.00</b>	

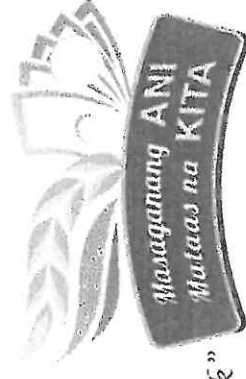
In view thereof, kindly signify your conforme by affixing your signature on the space provided below.

Very truly yours,

**ARNEL N. DELBARRIDO**  
 Executive Director

Conforme:

**ANNELITO PASCUAL**  
 (Bidder/Authorized Representative)  
 Date: 02-19-20



*“A food-secure Philippines with prosperous farmers and fisherfolk”*



Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
 CERTIFIED: ISO 9001 ISO 14001 OHSAS 18001

**PHILIPPINE CARABAO CENTER**

**NOTICE TO PROCEED**

**DATE:** JAN 27 2020

**MR. RAYMUND G. PEDRAZA**

Branch Manager

COPYLANDIA OFFICE SYSTEMS CORPORATION

G/F Insular Life, Rizal St., Brgy. Matadero,

Cabanatuan City, Nueva Ecija

044-464-7497/600-0377

**Dear Mr. Pedraza,**

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **COPYLANDIA OFFICE SYSTEMS CORPORATION** that work may commence to be completed within **Fifteen (15) calendar days** for the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER** effective upon acknowledgement of this notice, subject to such additional time for the completion of the work as may be allowed by the Agency.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below, keep one copy and return the other to the Philippine Carabao Center.

Very truly yours,

*ANNE M. DEL BARRIO*  
 Executive Director

Acknowledged:

*Raymund G. Pedraza*  
**RAYMUND G. PEDRAZA**  
 COPYLANDIA OFFICE SYSTEMS CORPORATION  
 Date: 01-19-20



*"A food-secure Philippines with prosperous farmers and fisherfolk"*

**RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER CONSUMABLES**

**WHEREAS**, on 27 September 2019, Executive Director ARNEL N. DEL BARRIO, as Head of Procuring Entity (HOPE), approved the Indicative Annual Procurement Plan (APP) 2020 of the agency upon favorable recommendation of the Bids and Awards Committee (BAC);

**WHEREAS**, included in the APP is the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER CONSUMABLES** to be undertaken through Direct Contracting (Section 50) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the GAA Fund 2020;

**WHEREAS**, the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER CONSUMABLES** was identified to be procured thru Direct Contracting whereby the supplier is simply asked to submit price quotation together with the conditions of sale and the said procurement of goods were critical components from a specific supplier and has a condition to hold a contractor/supplier to guarantee its performance;

**WHEREAS**, PCC offices/operating units has existing copiers (Konica Develop Ineo brand);

**WHEREAS**, considering all other factors of procurement and with due consideration with the needs of the operating unit in the performance of their commitments and targets, the adoption of the alternative methods of procurement is more advantageous to the government;

**WHEREAS**, the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER CONSUMABLES** has the following Approved Budget for the Contract (ABC) as follows:

Item No.	Item Description	ABC per Line Item/Lot (P)
1	SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/PRINTER CONSUMABLES (as per attached list)	P 88,884.96

**WHEREAS**, on 26 November 2019, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to COPYLANDIA OFFICE SYSTEMS CORPORATION;

**WHEREAS**, COPYLANDIA OFFICE SYSTEMS CORPORATION submitted their respective quotation/proposal;

**WHEREAS**, the Technical Working Group (TWG) determined that based on the financial proposal submitted by the supplier, **COPYLANDIA OFFICE SYSTEMS CORPORATION** has submitted the single calculated quotation for the **SUPPLY AND DELIVERY OF KONICA DEVELOP INEO COPIER/ PRINTER CONSUMABLES** (as per attached list);

**WHEREAS**, upon review and evaluation of the compliance with the technical requirements of the end-user/project, the TWG recommended to declare **COPYLANDIA OFFICE SYSTEMS CORPORATION** as the single calculated and responsive quotation;

**WHEREAS**, the report containing the results of the TWG evaluation is attached hereto as **Annex "A"**, and made integral parts hereof;

**WHEREAS**, after review of the findings, the BAC resolved to consider the recommendation of the TWG;

*[Handwritten signatures and initials]*

**NOW, THEREFORE, WE**, the Members of the **BIDS AND AWARDS COMMITTEE** after duly considering the recommendations of the TWG, hereby resolve to recommend to the Head of the Procuring Entity for his considerations and approval of the contract to **COPYLANDIA OFFICE SYSTEMS CORPORATION** for the **SUPPLY AND DELIVERY OF KONICA DEVELOP\_INEO\_COPIER/ PRINTER CONSUMABLES** (as per attached list) in the amount of **Eighty Thousand One Hundred Pesos (P 80,100.00)**.

This resolution shall take effect immediately.

**APPROVED** this 5th day of December, 2019 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

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**BIDS AND AWARDS COMMITTEE**

  
**ERIC P. PALACPAC**  
Vice Chairperson

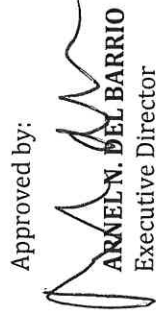
  
**ANNABELLE S. SARABIA**  
Chairperson

  
**PEREGRINO G. DURAN**  
Member

  
**JEFFREY JEROME M. BALAOING**  
Member

  
**LERMA C. OCAMPO**  
Member

Attested by:  
  
**NOEMI V. BAJAIS**  
Head, BAC Secretariat

Approved by:  
  
**ARNEL N. DEL BARRIO**  
Executive Director