

**PURCHASE ORDER  
PHILIPPINE CARABAO CENTER**

Tel. No. : 044-456-0731 to 32 Fax No. : 044-456-0730 Email : mjsarmiento.pcc@gmail.com

Supplier **JESUSA TRADING** P.O. No **2021-02-0103**  
 Address Sto. Tomas, San Jose City Date February 24, 2021  
 Email Address senajesusa@gmail.com Mode of Procurement  
 Telephone No. Small Value Procurement  
 TIN 489-296-424-000

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

Place of Delivery PCC National Headquarters & Gene Pool, Science City of Muñoz, N.E.

Delivery Terms: 30 days  
 Payment Terms: 15 days after full delivery

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Japanese Paper Packaging size: 500pcs/pack	15,000	₱3.00	₱45,000.00
2	pcs	Cellophane Clear	3,500	₱5.95	₱20,825.00

PHILIPPINE CARABAO CENTER  
 Office of The Auditor  
**RECEIVED**  
 BY: *HA* DATE: 02/26/2021 9:41 AM

\*\* Nothing follows \*\*

PHILIPPINE CARABAO CENTER  
 PROCUREMENT SECTION  
**RECEIVED**  
 MAR 18 2021 10:40 AM

PCC Accounting Unit  
**RECEIVED**  
 MAR 09 2021

NOTE: Please notify Property Section regarding the schedule of delivery.  
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)  
 P.R. No 2021-02-070 CD  
 PHILGEPs N/A  
 BAC Reso 2021-102  
 Fund Cluster Regular Agency Revolving Fund - CDCPF

(Total Amount in Words) **SIXTY FIVE THOUSAND EIGHT HUNDRED TWENTY-FIVE PESOS ONLY** **PHP 65,825.00**

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: *Jesusa H. Serna* Very Truly yours,  
 Signature over Printed Name of Supplier **RONNIE D. DOMINGO**  
 Date 3-19-21 Authorized Official

Funds Available:  
**CHERRY PEARL C. RIVERA/ JEFFREY LAURENCE E. ANTOLIN** ORS/BURS No. 62-7021-09-101 MF  
 Accountant Amount PHP 65,825.00

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**

**FEB 23 2021**

**JESUSA H. SENA**  
**JESUSA TRADING**  
 Sto. Tomas, San Jose City  
 Nueva Ecija

**Dear Ms. Sena:**

Please be informed that based on the result of our evaluation of your offer to undertake the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS FOR CDCPF** with a Total Contract Price amounting to **SIXTY-FIVE THOUSAND EIGHT HUNDRED TWENTY-FIVE PESOS (PHP 65,825.00)** 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
1	15,000	pcs	Japanese Paper Packaging size: 500pcs/pack	PHP 3.00	PHP 45,000.00
2	3,500	pcs	Cellophane Clear	5.95	20,825.00
			<b>TOTAL</b>		<b>PHP 65,825.00</b>

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

Very truly yours,

**RONNIE D. DOMINGO**  
 OIC, Executive Director

Conforme:

*[Handwritten Signature]*

(Bidder/Authorized Representative)

Date: 7/19/21



Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
CERTIFIED ISO 9001:2015 | ISO 14001 | OHSAS 18001

**NOTICE TO PROCEED**

**FEB 24 2021**

**JESUSA H. SENA**  
JESUSA TRADING  
Sto. Tomas, San Jose City  
Nueva Ecija

**Dear Ms. Sena:**

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **JESUSA TRADING** that work may commence to be completed within the arranged schedule for the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS FOR CDCPF** 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,

  
**RONNIE D. DOMINGO**  
OIC, Executive Director

Acknowledged:

  
**JESUSA H. SENA**  
JESUSA TRADING  
Date: 3-19-21



**RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF PACKAGING MATERIALS**

**WHEREAS**, on 19 January 2021, former OIC Executive Director CLARO N. MINGALA, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the CDCPF upon favorable recommendation of the Bids and Awards Committee (BAC);

**WHEREAS**, included in the APP is the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS** to be undertaken through Section 53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the Revolving Fund;

**WHEREAS**, the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS** 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 PACKAGING MATERIALS (as per attached list)	P 81,000.00

**WHEREAS**, on 17 February 2021, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to PhilGEPS/various suppliers;

**WHEREAS**, the following suppliers have submitted their respective quotations, viz:

1. Jesusa Trading
2. Expressions Stationery Shop Inc.
3. Sandra's General Merchandise

**WHEREAS**, upon careful review and evaluation of the Technical Working Group (TWG) on the legal and technical requirements submitted by the prospective suppliers, the TWG determined that **JESUSA TRADING** complied with the eligibility requirement as per attached document/s;

**WHEREAS**, the TWG determined that among the financial proposals submitted by the suppliers, **JESUSA TRADING** has submitted the lowest calculated quotation for the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS** (as per attached list);

**WHEREAS**, upon review and evaluation of the compliance with the technical requirements of the procurement at hand, the TWG recommended to declare **JESUSA TRADING** as the lowest calculated and responsive quotation for the said supplies/services;

**WHEREAS**, the report containing the results of the TWG evaluation is attached hereto and made an integral part hereof;

**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 **JESUSA TRADING** for the **SUPPLY AND DELIVERY OF PACKAGING MATERIALS** (as per attached list) in the amount of **Sixty-Five Thousand Eight Hundred Twenty-Five Pesos (P 65,825.00)**.

*M. J. C. A.*

*A food-secure Philippines*

*with prosperous farmers and fisherfolk*

*at rmm*



This resolution shall take effect immediately.

**APPROVED** this 23rd day of February, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija.

**BIDS AND AWARDS COMMITTEE**

  
**ERIC M. PALACPAC**  
Chairperson

  
**LETICIA C. OCAMPO**  
Vice Chairperson

  
**JEFFREY JEROME M. BALAOING**  
Member

  
**AIMEH T. FULGENCIO**  
Member

  
**ESTER B. FLORES**  
Member

Attested by:

  
**ROEMI V. BALAIS**  
Head, BAC Secretariat

Approved by:

  
**RONNIE D. DOMINGO**  
OIC, Executive Director