

**PURCHASE ORDER  
PHILIPPINE CARABAO CENTER**

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

Supplier **OFFICE EDGE ENTERPRISES** P.O. No **2021-05-0352**

Address **Lirde Artis Bldg., H. Concepcion, Cabanatuan City, Nueva Ecija** Date **May 28, 2021**

Email Address [officeedgeph@gmail.com](mailto:officeedgeph@gmail.com) Mode of Procurement **Shopping (b)**

Telephone No. \_\_\_\_\_

TIN \_\_\_\_\_

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	INK CART, EPSON C13T003100 (T0031), Black	20	₱265.00	₱5,300.00
2	PCS	INK CART, EPSON C13T003200 (T0032), Cyan	15	₱295.00	₱4,425.00
3	PCS	INK CART, EPSON C13T003300 (T0033), Magenta	15	₱295.00	₱4,425.00
4	PCS	INK CART, EPSON C13T003400 (T0034), Yellow	15	₱295.00	₱4,425.00

**\*\* Nothing follows \*\***

PDC Accounting Unit  
JUN 09 2021  
RECEIVED

PHILIPPINE CARABAO CENTER  
Office of The Administrator  
**RECEIVED**  
BY: \_\_\_\_\_ DATE: **1.98 PM**

(Total Amount in Words) **EIGHTEEN THOUSAND FIVE HUNDRED SEVENTY-FIVE PESOS ONLY** **PHP 18,575.00**

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.

Conformed **MARIEL RAMOS**

**OFFICE**

Signature of the Supplier

**6/11/21**

Date

Very Truly yours,

**RONNIE D. DOMINGO**

Authorized Official

Funds Available:

ORS/BURS No.

**CHERRY PEARL C. RIVERA/ JEFFREY LAURENCE E. ANTONIN**

Accountant

**02 - 2021 - 04 - 285 - 0E - 01/M**

PHP 18,575.00

Form No: PCC-PROF-02

Revision No: 02

Effectivity Date: January 1, 2019



**NOTICE OF AWARD**

**MAY 28 2021**  
**MARIEL D. RAMOS**  
 OFFICE EDGE ENTERPRISES  
 Linde Artis Bldg., H. Concepcion  
 Cabanatuan City, Nueva Ecija

Dear Ms. RAMOS,

Please be informed that based on the result of our evaluation of your offer to undertake the **SUPPLY & DELIVERY OF INK CART FOR CDCPF** with a Total Contract Price amounting **EIGHTEEN THOUSAND FIVE HUNDRED SEVENTY-FIVE PESOS ONLY (Php 18,575.00)** 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	20	pcs	INK CART, EPSON C13T003100 (T0031), Black	Php 265.00	Php 5,300.00
2	15	pcs	INK CART, EPSON C13T003200 (T0032), Cyan	Php 295.00	Php 4,425.00
3	15	pcs	INK CART, EPSON C13T003300 (T0033), Magenta	Php 295.00	Php 4,425.00
4	15	pcs	INK CART, EPSON C13T003400 (T0034), Yellow	Php 295.00	Php 4,425.00
<b>TOTAL</b>					<b>Php 18,575.00</b>

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

*Ronnie D. Domingo*  
**RONNIE D. DOMINGO**  
 O.C. Executive Director

*Mariel D. Ramos*  
**MARIEL D. RAMOS**  
 OFFICE EDGE ENTERPRISES  
 (Bidder/Authorized Representative)  
 Date: 6/11/21



**NOTICE TO PROCEED**

**MAY 28 2021**

**MARIEL D. RAMOS**  
OFFICE EDGE ENTERPRISES  
Linde Artis Bldg., H. Concepcion  
Cabanatuan City, Nueva Ecija

Dear **Ms. RAMOS**,

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby **OFFICE EDGE ENTERPRISES** that work may commence to be completed within the arranged schedule for the **SUPPLY & DELIVERY OF INK CART 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.

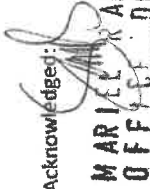
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation schedule.

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**  
DIC, Executive Director

Acknowledged:

  
**MARIEL D. RAMOS**  
**OFFICE EDGE ENTERPRISES**

Date: **6/11/2021**



**RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF VARIOUS INK CARTRIDGES**

**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 VARIOUS INK CARTRIDGES** to be undertaken through Section 5.2.1 (*Shopping (B)*) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the Revolving Fund;

**WHEREAS**, the **SUPPLY AND DELIVERY OF VARIOUS INK CARTRIDGES** 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 VARIOUS INK CARTRIDGES (as per attached list)	P 19,975.00

**WHEREAS**, on 17 May 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. Office Edge Enterprises
2. AFC General Merchandise & Consumer Goods Trading
3. Orogems Tech Marketing Corporation

**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 **OFFICE EDGE ENTERPRISES** complied with the eligibility requirement as per attached document/s;

**WHEREAS**, the TWG determined that among the financial proposals submitted by the suppliers **OFFICE EDGE ENTERPRISES** has submitted the lowest calculated quotation for the **SUPPLY AND DELIVERY OF VARIOUS INK CARTRIDGES** (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 **OFFICE EDGE ENTERPRISES** 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;

*Food-secure Philippines*

*with prosperous farmers and fisherfolk*



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 OFFICE EDGE ENTERPRISES for the SUPPLY AND DELIVERY OF VARIOUS INK CARTRIDGES (as per attached list) in the amount of Eighteen Thousand Five Hundred Seventy-Five Pesos (P 18,575.00).

This resolution shall take effect immediately.

APPROVED this 27th day of May, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija.


**BIDS AND AWARDS COMMITTEE**

  
**LERMA C. OCAMPO**  
Vice Chairperson

  
**JEFFREY JEROME M. BALAOING**  
Member

  
**ERIC S. PALANCPAC**  
Chairperson

  
**AIMEE T. FULGENCIO**  
Member

  
**ESTER B. FLORES**  
Member

Attested by:

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

Approved by:

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