

**PURCHASE ORDER
PHILIPPINE CARABAO CENTER**

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

Supplier **OFFICE EDGE ENTERPRISES** P.O. No **2021-06-0390**
 Address VMS Building, H. Concepcion, Cabanatuan City, Nueva Ecija Date **June 23, 2021**
 Email Address **officeedgeph@gmail.com** Made of Procurement **Shipping**
 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.
Date of Delivery

Delivery Terms: 30 days


Payment Terms: 15 days after full delivery

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	reams	Paper Multicopy, 70GSM , size: 216mm x 330mm (Long) ** Nothing follows **  NOTE: Please notify Property Section regarding the schedule of delivery. We accept delivery from Mon-Fri 8am to 5pm (Except holidays) P.R. No 2021-05-289-CD PhilGEPS N/A BAC Reso 2021-406 Fund Cluster Regular Agency - Revolving Fund - CDCPF	37	P=180.00	P=6,660.00

(Total Amount in Words) **SIX THOUSAND SIX HUNDRED SIXTY PESOS ONLY** **PHP 6,660.00**

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: **MARIE RAMOS**
OFFICE EDGE ENTERPRISES
 Signature over Printed Name of Supplier

Very Truly yours,

RONNIE D. DOMINGO
 Authorized Official

Date **6/23/21**

Funds Available:

CHERRY PEARL CRIVERA Accountant
JEFFREY LAURENCE E. ANTOLIN

ORS/BURS No.
 Amount

02-2021-07-0364-BE-0101
PHP 6,660.00



NOTICE OF AWARD

JUN 22 2021

MS. MARIEL RAMOS
OFFICE EDGE ENTERPRISES
 VMS Building, 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 MULTI-PURPOSE PAPER FOR CDCPF** with a Total Contract Price amounting to **SIX THOUSAND SIX HUNDRED SIXTY PESOS (PHP 6,660.00)** 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	37	ream	Paper Multicopy, 70GSM, size: 216mm x 330mm (Long)	PHP 180.00	PHP 6,660.00
TOTAL					PHP 6,660.00

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

Very truly yours,

Romnie D. Domingo
ROMNIE D. DOMINGO
 OIC, Executive Director

Mariel Ramos
MARIEL RAMOS
OFFICE EDGE ENTERPRISES
 (Bidder/Authorized Representative)
 Date: *6/22/21*



NOTICE TO PROCEED

JUN 23 2021

MS. MARIEL RAMOS
OFFICE EDGE ENTERPRISES
VMS Building, H. Concepcion
Cabanatuan City, Nueva Ecija

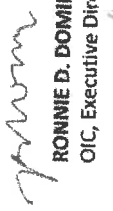
Dear Ms. Ramos,


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 MULTI-PURPOSE PAPER 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:

MARIEL RAMOS
OFFICE EDGE
MS. MARIEL RAMOS
OFFICE EDGE ENTERPRISES
Date: 6/23/21



RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF MULTI-PURPOSE PAPER (37 REAMS)

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 CDCPP upon favorable recommendation of the Bids and Awards Committee (BAC):

WHEREAS, included in the APP is the **SUPPLY AND DELIVERY OF MULTI-PURPOSE PAPER (37 REAMS)** to be undertaken through Section 52.1 (b) (Shopping) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the Revolving Fund;

WHEREAS, the **SUPPLY AND DELIVERY OF MULTI-PURPOSE PAPER (37 REAMS)** 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 MULTI-PURPOSE PAPER (37 REAMS)	P 7,030.00

WHEREAS, on 25 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. AC Victory Trading
3. God's Will Store 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 **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 MULTI-PURPOSE PAPER (37 REAMS)**;

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;

[Handwritten signatures and text]
 M. F. J. *[Signature]*
 AC Victory Trading *[Signature]*
 God's Will Store *[Signature]*
 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 MULTI-PURPOSE PAPER (37 REAMS) in the amount of **Six Thousand Six Hundred Sixty Pesos (P 6,660.00)**.

This resolution shall take effect immediately.

APPROVED this 22nd day of June, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.


BIDS AND AWARDS COMMITTEE


ERIC PALACPAC
Chairperson


LERMAC DCAMPO
Vice Chairperson


JEFFREY JEROME M. SALAOING
Member


AIMEE T. FULGENCIO
Member


ESTER B. FLORES
Member

Attested by:


NOEMI V. BALAIS
Head, BAC Secretariat

Approved by:


RONNIE D. DOMINGO
OIC, Executive Director