

PURCHASE ORDER

PHILIPPINE CARABAO CENTER

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

Supplier **ERGONOMICS INCORPORATED** P.O. No **2021-06-0398**
Address Teacher's Village, Diliman, Quezon City Date **July 2, 2021**
Email Address corporate@stancephilippines.com **Mode of Procurement**
Telephone No. 0905-649-6267 **Small Value Procurement**
TIN 010-262-515-000

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 Mufioz, N.E.

Date of Delivery **Delivery Terms:** 50 Days
Payment Terms: 15 days after full delivery

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Cradle Unwind Ergonomic Chair Specifications: Height: Approx. 112-130cm with Gas Lift Chair Seat Height: Approx. 42cm-51cm Seat Depth: Approx. 44-50cm Reclining & Locking: 5 Position Full Reclone Locking (Up to 40°) Armrest: Height, Angle & Width Adjustable Headrest: Height & Angle Adjustable Lumbar Support: Height & Depth Adjustable Backrest: 5-Gear Height Adjustable (BIFMA Approved) Seat cushion: Approx. 44-50cm, 5cm Adjustable ** Nothing follows **	1	P28,000.00	P28,000.00

PCC Accounting Unit
 AUG 03 2021
 RECEIVED

9/24

NOTE: Please notify Property Section regarding the schedule of delivery.
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)

P.R. No 2021-06-1056 GAA
 PhilGEPS N/A
 BAC Reso 2021-414
 Fund Cluster Regular Agency - GAA (OED for LBC)

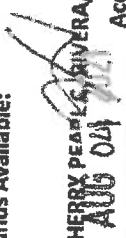

(Total Amount in Words) **TWENTY-EIGHT THOUSAND PESOS ONLY**

PHP 28,000.00

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:  **Very Truly yours,**
 FEELROSS CADAVEDO
Signature over Printed Name of Supplier
 08/31/21
 Date

LIZA G. BATTAD
 Authorized Official

Funds Available: 
 CHERRY PEA /  JEFFREY LAURENCE E. ANTOLIN
 AUG 04 2021 Accountant
 ORS/BURS No. 16-2021-08-1482
 Amount PHP 28,000.00



NOTICE OF AWARD

JUL 0 2 2021

MR/MS. FELLROSS CADAVEDO
 ERGONOMICS INCORPORATED
 Teacher's Village, Diliman, Quezon City

Dear **Mr/Ms. Cadavedo,**

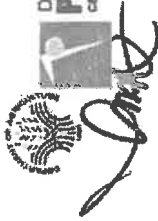
Please be informed that based on the result of our evaluation of your offer to undertake **SUPPLY AND DELIVERY OF CRADLE UNWIND ERGONOMIC CHAIR** with a Total Contract Price amounting to **TWENTY-EIGHT THOUSAND PESOS ONLY (P 28,000.00)** and as per delivery schedule indicated in your quotation, we are 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	1	lot	Cradle Unwind Ergonomic Chair Specifications: Height: Approx. 112-130cm with Gas Lift Chair Seat Height: Approx. 42cm-51cm Seat Depth: Approx. 44-50cm Reclining & Locking: 5 Position Full Reclone Locking (Up to 40°) Armrest: Height, Angle & Width Adjustable Headrest: Height & Angle Adjustable Lumbar Support: Height & Depth Adjustable Backrest: 5-Gear Height Adjustable (BIFMA Approved) Seat cushion: Approx. 44-50cm, 5cm Adjustable	P 28,000.00	P 28,000.00	OED (for LBC)
			TOTAL		P 28,000.00	

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




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



Department of Agriculture
PHILIPPINE CARABAO CENTER
CERTIFIED: ISO 9001 | ISO 14001 | OHSAAS 18001

LIZA G. BATTAD
Executive Director

Conforme: 

Feeliross Cadavedo

(Bidder/Authorized Representative)

Date: 08/31/21



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Department of Agriculture
PHILIPPINE CARABAO CENTER
CERTIFIED: ISO 9001:2015, 14001, 45001, OHSAS 18001

NOTICE TO PROCEED

JUL 0 2 2021

MR/MS. FELLROSS CADAVEDO
ERGONOMICS INCORPORATED
Teacher's Village, Diliman, Quezon City

Dear **Mr/Ms. Cadavedo**,

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **ERGONOMICS INCORPORATED** that work may commence to be completed within the arranged schedule for the **SUPPLY AND DELIVERY OF CRADLE UNWIND ERGONOMIC CHAIR** 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,

LIZA G. BATTAD
Executive Director

Acknowledged:

FELLROSS CADAVEDO
ERGONOMICS INCORPORATED

Date: 08/31/21



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RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF CRADLE UNWIND ERGONOMIC CHAIR

WHEREAS, on 8 January 2021, former OIC Executive Director CLARO N. MINGALA, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the agency upon favorable recommendation of the Bids and Awards Committee (BAC);

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

WHEREAS, the **SUPPLY AND DELIVERY OF CRADLE UNWIND ERGONOMIC CHAIR** 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 CRADLE UNWIND ERGONOMIC CHAIR	P 30,000.00

WHEREAS, on 26 June 2021, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to PhilGEPS/various suppliers;

WHEREAS, only **ERGONOMICS INCORPORATED** has submitted their respective quotation/proposal before the deadline of submission;

WHEREAS, various suppliers were also requested to submit their respective quotations (see attached);

WHEREAS, the Technical Working Group (TWG) determined that based on the financial proposal submitted by the sole supplier, **ERGONOMICS INCORPORATED** has submitted the single calculated quotation for the project;

WHEREAS, as per Annex "H" CONSOLIDATED GUIDELINES FOR ALTERNATIVE METHODS OF PROCUREMENT, Small Value Procurement Procedure (ii) states that:

"The BAC shall prepare and send the RFQs to at least three (3) suppliers, contractors or consultants of known qualifications. This notwithstanding, those who respond through any of the required postings shall be allowed to participate. "Receipt of at least one (1) quotation is sufficient to proceed with the evaluation thereof".

WHEREAS, upon review and evaluation of the compliance with the technical requirements of the procurement at hand, the TWG recommended to declare **ERGONOMICS INCORPORATED** 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 an integral part hereof;

[Signature]

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Po 2021



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 **ERGONOMICS INCORPORATED** for the **SUPPLY AND DELIVERY OF CRADLE UNWINN/ ERGONOMIC CHAIR** in the amount of **Twenty-Eight Thousand Pesos (P 28,000.00)**.


This resolution shall take effect immediately.

APPROVED this 1st day of July, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija.

BIDS AND AWARDS COMMITTEE

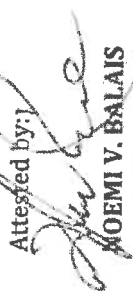

ERIC P. PALACPAC
Chairperson

LERMA C. OCAMPO
Vice Chairperson


JEFFREY JEROME M. MALAOING
Member

AIMEE T. FULGENCIO
Member

ESTER B. FLORES
Member

Attested by:

NOEMI V. BALAIS
Head, BAC Secretariat

Approved by:

LIZA G. BATTAD
Executive Director