

**PURCHASE ORDER
PHILIPPINE CARABAO CENTER**

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

Supplier PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
Address Peñabatan, Pulilan, Bulacan
Email Address propentrading@gmail.com
Telephone No. _____
TIN _____

P.O. No 2021-09-0670
Date September 14, 2021
Mode of Procurement Small Value Procurement

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	units	Supply, Delivery and Installation of Heavy Duty Electric Dryer 15kg Offer: Whirlpool (4KWED4815FW) <i>(Please see attached specifications for full details)</i>	2	₱67,478.00	₱134,956.00

BY: *[Signature]* **9/14**

PHILIPPINE CARABAO CENTER
Office of The Auditor
RECEIVED
OCT 27 2021
DATE

PHILIPPINE CARABAO CENTER
ACCOUNTING SECTION
OCT 08 2021
RECEIVED

** 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 2021-08-444-HO
 PhilGEPS 79588560
 BAC Reso 2021-568
 Fund Cluster Regular Agency - Revolving Fund - Hostel

(Total Amount in Words) ONLY
 ONE HUNDRED THIRTY-FOUR THOUSAND NINE HUNDRED FIFTY-SIX PESOS

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: *[Signature]* Larizza Reyes
 Signature over Printed Name of Supplier
 10/21/2021 Date

Very Truly yours,
[Signature]
 RONNIE D. DOMINGO
 Authorized Official

Funds Available: *[Signature]* 10/8
 CHERRY PEARL C. RIVERA/ JEFFREY LAURENCE E. ANTOLIN
 Accountant

ORs/BURS No. 06-2021-10-018 *[Signature]*
Amount PHP 134,956.00



NOTICE OF AWARD

SEP 13 2021

LARIZZA REYES
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
Perifabatan, Pulilan, Bulacan


Dear Ms. Reyes,

Please be informed that based on the result of our evaluation of your offer to undertake the **SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER FOR PCC HOSTEL** with a Total Contract Price amounting to **ONE HUNDRED THIRTY-FOUR THOUSAND NINE HUNDRED FIFTY-SIXPESOS (P 134,956.00)** 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	2	units	Supply, Delivery and Installation of Heavy Duty Electric Dryer 15kg Offer: Whirlpool (4KWED4815FW) <i>(Please see attached specifications for full details)</i>	PHP 67,478.00	PHP 134,956.00
TOTAL					PHP 134,956.00

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: 
Larizza Reyes

(Bidder/Authorized Representative)
Date: 10/21/2021



Department of Agriculture
PHILIPPINE CARABAO CENTER
CANTERBURY, SOBROTO (PSO - 4071) CORDOBA, 30001

NOTICE TO PROCEED

SEP 14 2021

LARIZZA REYES
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
Pefabatan, Pulilan, Bulacan

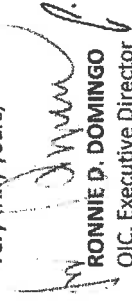
Dear Ms. Reyes,

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING that work may commence to be completed within the arranged schedule for the **SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER FOR PCC HOSTEL** 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:

LARIZZA REYES
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
Date: 10/21/2021



RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS)

WHEREAS, on 4 August 2021, OIC Executive Director RONNIE D. DOMINGO, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the PCC HOSTEL upon favorable recommendation of the Bids and Awards Committee (BAC).

WHEREAS, included in the APP is the **SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS)** 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, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS)** has the following Approved Budget for the Contract (ABC) as follows:

Item No.	Item Description	ABC per Line Item/Lot (P)
1	SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS)	P 140,000.00

WHEREAS, on 28 August 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. Pro Pen Office Supplies and Equipment Trading
2. AC Victory Non-specialized Wholesale Trading

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 **PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING** complied with the eligibility requirement as per attached document/s;

WHEREAS, the TWG determined that among the financial proposals submitted by the suppliers **PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING** has submitted the lowest calculated quotation for the SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS);

WHEREAS, upon review and evaluation of the compliance with the technical requirements of the procurement at hand, the TWG recommended to declare **PRO PEN OFFICE SUPPLIES AND EQUIPMENT 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;

[Handwritten signature]
[Handwritten initials]
[Handwritten initials]

A food-secure and resilient Philippines
with empowered and 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 **PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING** for the **SUPPLY, DELIVERY AND INSTALLATION OF HEAVY DUTY ELECTRIC DRYER (2 UNITS)** in the amount of **One Hundred Thirty-Four Thousand Nine Hundred Fifty-Six Pesos (P 134,956.00)**.

This resolution shall take effect immediately.


APPROVED this 13th day of September, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

BIDS AND AWARDS COMMITTEE


ERIK P. PALACPAC
Chairperson


LERMAYOC OCAMPO
Vice Chairperson

JEFFREY JEROME M. BALAOING
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