

**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** P.O. No **2021-10-0745**
 Address **Corner Timog, Brgy. South Triangle, Quezon City** Date **October 27, 2021**

Email Address **propentradng@gmail.com** Mode of Procurement
 Telephone No. **Small Value Procurement**
 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	unit	Mouse, optical, USB connection type Offer: A4tech	2	₱237.50	₱475.00
2	unit	Paper trimmer cutting machine Offer: Polaris, A4 Size ** Nothing follows ** PHILIPPINE CARABAO CENTER PROCUREMENT SECTION RECEIVED NOV 19 2021 BY:	1	₱8,678.00	₱8,678.00

NOTE:
 Please notify Property Section regarding the schedule of delivery.
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)
 P.R. No 2021-08-509-IP
 PHIGEPS N/A
 BAC Reso 2021-760
 Fund Cluster Regular Agency - Revolving Fund - PCAARRD - IP-TBM Project

(Total Amount in Words) **NINE THOUSAND ONE HUNDRED FIFTY-THREE PESOS ONLY** **PHP 9,153.00**

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: *[Signature]* **Larizza Reyes** **Very Truly yours,**
 Signature over Printed Name of Supplier **RONNIE D. DOMINGO**
 Date **12/13/2021** Authorized Official
 PHILIPPINE CARABAO CENTER ACCOUNTING SECTION
NOV 17 2021
RECEIVED

Funds Available:
CHERRY PEARL C. RIVERA/ JEFFERY LAURENCE E. ANTONIN **ORs/BURS No.**
[Signature] Accountant **Amount**
₱9,153.00

Form No: PCC-PROF-02 Revision No: 02 Effectivity Date: **January 1, 2019**



Department of Agriculture
PHILIPPINE CARABAO CENTER
CHITRALING, 500 000 | 1100, 5000 | 026843, 5000

NOTICE OF AWARD

OCT 26 2021

LARIZZA REYES
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
 12 Peñabatan, Putilan, Bulacan

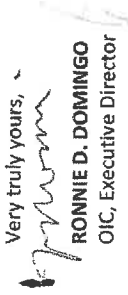
Dear Ms. Reyes,


Please be informed that based on the result of our evaluation of your offer to undertake the **SUPPLY & DELIVERY OF COMPUTER CONSUMABLES FOR IP-TBM PROJECT** with a Total Contract Price amounting to **NINE THOUSAND ONE HUNDRED FIFTY-THREE PESOS (P 9,153.00)** 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
5	2	unit	Mouse, optical, USB connection type Offer: A4tech	PHP 237.50	PHP 475.00
7	1	unit	Paper trimmer cutting machine Offer: Polarix, A4 Size	8,678.00	8,678.00
TOTAL					PHP 9,153.00

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: 12/13/2021



Department of Agriculture
PHILIPPINE CARABAO CENTER
CARRIZO, 6996B | 550 Agri | 50444000

OCT 27 2021

NOTICE TO PROCEED

LARIZZA REYES
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING
12 Peñabatan, 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 OF COMPUTER CONSUMABLES FOR IP-TBM PROJECT** 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: 12/13/2021



Department of Agriculture
PHILIPPINE CARABAO CENTER
CERTIFIED ISO 9001 | ISO 14001 | ISO 45001

BAC RESOLUTION NO. 2021-760

RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF COMPUTER CONSUMABLES

WHEREAS, on 14 June 2021, OIC Executive Director RONNIE D. DOMINGO, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the project (IB-TBM) upon favorable recommendation of the Bids and Awards Committee (BAC).

WHEREAS, included in the APP is the **SUPPLY AND DELIVERY OF COMPUTER CONSUMABLES** to be undertaken through Section 52.1(b) (Shopping) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the DOST-PCAARRD Fund;

WHEREAS, the **SUPPLY AND DELIVERY OF COMPUTER CONSUMABLES** 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 COMPUTER CONSUMABLES (as per attached list)	P 35,297.60

WHEREAS, on 6 September 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 & Equipment Trading
2. Orogems Tech Marketing Corp.
3. Kresal Enterprises

WHEREAS, the Technical Working Group (TWG) determined that based on the financial proposal submitted by the various suppliers, the following list of suppliers has submitted the lowest calculated quotation as follows:

1. Pro Pen Office Supplies & Equipment Trading (item nos. 5 and 7)
2. Orogems Tech Marketing Corp. (item nos. 1-4 and 6)

WHEREAS, upon review and evaluation of the compliance with the technical requirements of the end-user/project, the TWG recommended to declare the following list of suppliers as the lowest calculated and responsive quotation as follows:

1. Pro Pen Office Supplies & Equipment Trading (item nos. 5 and 7)
2. Orogems Tech Marketing Corp. (item nos. 1-4 and 6)

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

A job-secure and resilient Philippines

with empowered and prosperous farmers and fisherfolk

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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 the awards of the contract to the following suppliers:

	Supplier	Line Item Nos. (as per attached list)	Amount
1	Pro Pen Office Supplies & Equipment Trading	(item nos. 5 and 7)	Nine Thousand One Hundred Fifty-Three Pesos (P 9,153.00) ✓
2	Orogems Tech Marketing Corp.	(item nos. 1-4 and 6)	Twenty-Four Thousand Five Hundred Five Pesos (P 24,505.00) ✓

This resolution shall take effect immediately.


APPROVED this 26th day of October, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

BIDS AND AWARDS COMMITTEE


ERIC P. PALACPAC
Chairperson


LERMA C. CAMAMPO
Vice Chairperson

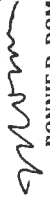

JEFFREY JEROME M. BALAOING
Member


AIMEE T. FULGENCIO
Member


ESTER B. FLORES
Member

Attested by:

NOEMI V. BALAIS
Lead, BAC Secretariat

Approved by:

RONNIE D. DOMINGO
OIC, Executive Director
BAC Reso No. 2021-760