

**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 **2021-11-0825**  
 Address Peñabatan, Pulilan, Bulacan Date November 18, 2021  
 Email Address propentradng@gmail.com Mode of Procurement  
 Telephone No. 0968-856-7953 Small Value Procurement  
 TIN 439-997-574-000

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 Muñoz, N.E.

Date of Delivery Delivery Terms: 15 days after full delivery  
 Payment Terms: 30 days

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Light Bulb, LED, 13 watts 1 pc in individual box Offer: Eco shift Offer: Eco shift  ** Nothing followss **	80	₱147.50	₱11,800.00

**NOTE:**  
 Please notify Property Section regarding the schedule of delivery.  
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)  
 2021-11-601-MK  
 N/A  
 2021-954  
 Fund Cluster Regular Agency - Revolving Fund - Milka Krem



(Total Amount in Words) **ELEVEN THOUSAND EIGHT HUNDRED PESOS ONLY** **PHP 11,800.00**

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: Lariz Reyes  
 Signature over Printed Name of Supplier  
 Date 12/20/2021

Very Truly yours, Ronnie D. Domingo  
 RONNIE D. DOMINGO  
 Authorized Official

PHILIPPINE CARABAO CENTER  
 Office of The Auditor  
**RECEIVED**  
 BY: [Signature]  
 DATE 12/23/21

Funds Available:  
 CHERRY PEARL C. RIVERA/ JEFFREY LAURENCE E. ANTOLIN  
 Accountant

ORS/BURS No. Q-2021-12-044-RF-D101  
 Amount PHP 11,800.00

Form No: PCC-PRQF-02

Revision No: 02

Effectivity Date: January 1, 2019

**NOTICE OF AWARD**

**NOV 17 2021**

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


Dear Ms. Reyes,

Please be informed that based on the result of our evaluation of your offer to undertake the **SUPPLY & DELIVERY OF LED LIGHT BULB FOR MILKA KREM** with a Total Contract Price amounting to **ELEVEN THOUSAND EIGHT HUNDRED PESOS (P 11,800.00)** 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	80	pcs	Light Bulb, LED, 13 watts 1 pc in individual box	PHP 147.50	PHP 11,800.00
			Offer: Eco shift		
			<b>TOTAL</b>		<b>PHP 11,800.00</b>

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:   
 Lariz Reyes

(Bidder/Authorized Representative)

Date: 12/20/2021



**NOTICE TO PROCEED**

**NOV 18 2021**

**LARIZZA REYES**  
PRO PEN OFFICE SUPPLIES AND EQUIPMENT TRADING  
Peñabatar, Pullilan, Bulacan

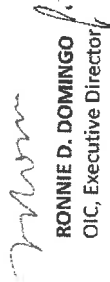
**Dear Ms. Reyes,**

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 LED LIGHT BULB FOR MILKA KREME** 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: 12/20/2021



**RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF LED LIGHT BULB (80 PIECES)**

**WHEREAS**, on 13 July 2021, OIC Executive Director RONNIE D. DOMINGO, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the MILKA KREM upon favorable recommendation of the Bids and Awards Committee (BAC).

**WHEREAS**, included in the APP is the **SUPPLY AND DELIVERY OF LED LIGHT BULB (80 PIECES)** 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 AND DELIVERY OF LED LIGHT BULB (80 PIECES)** 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 LED LIGHT BULB (80 PIECES)	P 12,800.00

**WHEREAS**, on 10 November 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. AC Victory Non-Specialized Wholesale Trading
2. Pro Pen Office Supplies and Equipment 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 AND DELIVERY OF LED LIGHT BULB (80 PIECES)**;


**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;

**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 AND DELIVERY OF LED LIGHT BULB (80 PIECES)** in the amount of **Eleven Thousand Eight Hundred Pesos (P 11,800.00)**.

This resolution shall take effect immediately.

  
 Chairperson

  
*A food-secure and resilient Philippines*  
 with empowered and prosperous farmers and fisherfolk



**APPROVED** this 17th day of November, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija.

**BIDS AND AWARDS COMMITTEE**

  
**ERIC P. PALACPAC**  
Chairperson

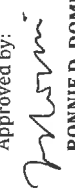
  
**LERMA C. CAMPO**  
Vice Chairperson

  
**JEFFREY JEROME M. ALAOING**  
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  
BAC Reso No. 2021-854