

PURCHASE ORDER
PHILIPPINE CARABAO CENTER

Tel. No. : 044-456-0731 to 32 Fax No. : 044-456-0730 Email : pccproc2022@gmail.com

Supplier **COPYLANDIA OFFICE SYSTEMS INC** P.O. No **2022-01-0023**
 Address **G/F RCBC Bldg. Stall 110-112 Paco Roman St. Supermarket, Cabanatuan City** Date **January 11, 2022**
 Email Address **cabanatuan@copylandia.com** Mode of Procurement **Direct Contracting**
 Telephone No. **09175568497**
 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 _____

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Toner, Konica Develop Ineco 367 - Toner TN323 (A87M0D0) ** Nothing follows ** 1-A-92 R	13	₱7,500.00	₱97,500.00

PHILIPPINE CARABAO CENTER
Office of The AUDITOR
RECEIVED
BY: _____

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- 01- 1885 GAA
 PHILGEPS n/a
 BAC Reso 2022- 824
 Fund Cluster Regular Agency - GAA VARIOUS OFFICE

(Total Amount in Words) **NINETY SEVEN THOUSAND FIVE HUNDRED PESOS** **PHP 97,500.00**

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 over Printed Name of Supplier
FEB 07 2022
 Date
 Very Truly yours,

 RONNIE D. DOMINGO
 Authorized Official

Funds Available: _____
 CHERRY PEARL MORA
 Accountant
 ORS/BURS No. 02-2022-01-0114
 Amount PHP 97,500.00

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



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

NOTICE OF AWARD

DATE: JAN 11, 2022

RAYMUND G. PEDRAZA
 COPYLANDIA OFFICE SYSTEMS, INC.
 G/F RCBCI Bldg, Stall 110-112 Paco Roman St.
 Supermarket, Cabanatuan City
 09175568497 | cabanatuan@copylandia.com

Dear Mr. Pedaraza,

Please be informed that based on the results of our evaluation of your offer to undertake the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGE** with a Total Contract Price amounting to **NINETY SEVEN THOUSAND FIVE HUNDRED PESOS (P 97,500.00)** 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
1-3	13	pc	Toner, Konica Develop inco 367 - Toner TN323 (A87M0D0)	P 7,500.00	P 97,500.00	ACC-3 PROC-7 BUD-3
TOTAL					P 97,500.00	

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

Very truly yours,

RDD
RONNIE D. DOMINGO
 OIC-Executive Director

Conforme: *[Signature]*
 Copy/PA
 (Authorized Representative)
 Date: **FEB 07 2022**

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 with prosperous farmers and fisherfolk





Department of Agriculture
PHILIPPINE CARABAO CENTER
CERTIFIED ISO 9001:2015 ISO 14001:2015 (CNAS 1601)

NOTICE TO PROCEED

DATE: JAN 11, 2022

RAYMUND G. PEDRAZA
COPYLANDIA OFFICE SYSTEMS, INC.
G/F RCBCI Bldg. Stall 110-112 Paco Roman St.
Supermarket, Cabanatuan City
09175568497 | cabanatuan@copylandia.com

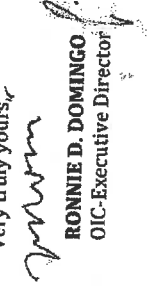
Dear Mr. Pedaraza,

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **COPYLANDIA OFFICE SYSTEMS, INC.** that work may commence for the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGE** 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:


609945001/A
(Authorized Representative)
Date: **FEB-07-2022**



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RECOMMENDING AWARD OF CONTRACT FOR THE SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES

WHEREAS, on 30 September 2021, OIC Executive Director **RONNIE D. DOMINGO**, as Head of Procuring Entity (HOPE), approved the Indicative Annual Procurement Plan (APP) FY 2022 of the agency upon favorable recommendation of the Bids and Awards Committee (BAC);

WHEREAS, included in the APP is the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES** to be undertaken through Section 50 (Direct Contracting) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the GAA Fund;

WHEREAS, the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES** was identified to be procured thru Direct Contracting whereby the supplier is simply asked to submit price quotation together with the conditions of sale and the said procurement of goods were critical components from a specific supplier and has a condition to hold a contractor/supplier to guarantee its performance;

WHEREAS, considering all other factors of procurement and with due consideration of the needs of the operating unit in the performance of their commitments and targets, the adoption of the alternative methods of procurement is advantageous to the government;

WHEREAS, the item requested was identified to be procured thru Direct Contracting based on the document/justification submitted by the end-user that:

- a) PCC has existing Konica Develop Ineo brand copiers which requires specific toners; and
- b) COPYLANDIA OFFICE SYSTEMS CORPORATION is the exclusive distributor of Konica Develop Ineo products in the Philippines.

WHEREAS, the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES** 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 SPECIFIC TONER CARTRIDGES (as per attached list)	P 116,700.00

WHEREAS, on 3 November 2021, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to COPYLANDIA OFFICE SYSTEMS CORPORATION;

WHEREAS, COPYLANDIA OFFICE SYSTEMS CORPORATION submitted their respective quotation/proposal;

WHEREAS, the Technical Working Group (TWG) determined that based on the financial proposal submitted by the supplier, **COPYLANDIA OFFICE SYSTEMS CORPORATION** has submitted the single calculated quotation for the SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES (as per attached list);

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WHEREAS, upon review and evaluation of the compliance with the technical requirements of the end-user/project, the TWG recommended to declare **COPYLANDIA OFFICE SYSTEMS CORPORATION** 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 integral parts hereof;

WHEREAS, after review of the findings, the BAC resolved to consider the recommendation of the TWG;


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 **COPYLANDIA OFFICE SYSTEMS CORPORATION** for the **SUPPLY AND DELIVERY OF SPECIFIC TONER CARTRIDGES (as per attached list)** in the amount of **Ninety-Seven Thousand Five Hundred Pesos (P 97,500.00)**.

This resolution shall take effect immediately.


APPROVED this 12th day of November, 2021 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

BIDS AND AWARDS COMMITTEE


ERIC P. PALACPAC
Chairperson


LEFINA C. OCAMPO
Vice Chairperson


JEFFREY JEROME M. BALAOING
Member

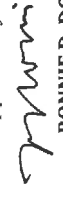

AIMEE T. FULGENCIO
Member


ESTER B. FLORES
Member

Attested by:


NOEMI V. BALAIS
Head, BAC Secretariat

Approved by:


RONNIE D. DOMINGO
OIC, Executive Director
BAC Reso. No. 2021-824