

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		TARILJA ENTERPRISES		Purchase Order No.		2020-08-303	
Address		65 A. BONIFACIO ST., BAGUIO CITY		Date		8/18/2020	
				Mode of Procurement		SHOPPING	
Gentlemen:							
Please furnish this office the following articles subject to the terms and conditions herein.							
Place of Delivery				DSWD-CAR, #40 North Drive, Baguio City		Delivery Term: Complete	
Date of Delivery				15 WORKING DAYS UPON RECEIPT OF PURCHASE ORDER		Payment Term: Charge	
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost		
PURCHASE AND DELIVERY OF DRMD OFFICE SUPPLIES FOR CY 2020							
	box	CLIP, BACKFOLD, all metal, clamping: 19mm (- 1mm)/ box	55	12.00	660.00		
	box	CLIP, BACKFOLD, all metal, clamping: 25mm (- 1mm)/ box	55	18.00	990.00		
	piece	CUTTER, heavy duty, for general purpose	18	25.00	450.00		
	pack	Folder, tagboard, legal, brown, 100s/pack	13	360.00	4,680.00		
	pack	Folder, tagboard, legal, white, 100s/pack	12	425.00	5,100.00		
	bottle	Ink Refill, Epson, T6641, black, 70ml	30	315.00	9,450.00		
	bottle	Ink Refill, Epson, T6642, cyan, 70ml	14	333.00	4,662.00		
	bottle	Ink Refill, Epson, T6643, magenta, 70ml	14	333.00	4,662.00		
	bottle	Ink Refill, Epson, T6644, yellow 70ml	13	333.00	4,329.00		
	pad	NOTEPAD, STICK-ON, 3x3, 100 sheets per pad	46	18.00	828.00		
	ream	PAPER MULTICOPY, A4, 80gsm size: 210 mm x 297 mm	123	202.00	24,846.00		
	piece	PUNCHER, paper, heavy duty, with two hole guide	5	150.00	750.00		
	book	Record book, 216mm x 279mm, 300 pages	5	200.00	1,000.00		
	book	Record book, 216mm x 279mm, 500 pages	5	200.00	1,000.00		
	piece	Signpen, 0.5mm, black	60	22.00	1,320.00		
	roll	Tape, transparent, 1" x 50m	20	14.00	280.00		
	roll	Tape, transparent, 2" x 50m	25	25.00	625.00		
OTHER REQUIREMENTS			COMPLIANCE				
The delivery of the goods is within 15 working days upon receipt of Purchase Order.			15 WD				
Delivery Place: DSWD-CAR, #40 North Drive, Baguio City			✓				
					TOTAL		65,632.00
<i>(Amount in words)</i>		Sixty Five Thousand Six Hundred Thirty Two Pesos Only					

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very Truly Yours,



LEO L. QUINTILLA

Signature over Printed Name of Authorized Official
OIC Regional Director
Designation

(Signature over Printed Name)

Date

Bank Account Name

Bank Account Number

TIN Number

*please tick tax type

vat
 non-vat

Date of BIR Registration

Fund Cluster: cmf Current
Funds Available: _____

ORS/ BURS No. : B 04991
Date of the ORS/ BURS: 8/25

WILBOURN B. BACOLONG
ACCOUNTANT III

Amount: 65,632.00

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**BIDS AND AWARDS COMMITTEE
 RESOLUTION NO. 363 S. 2020**

-NEGOTIATED PROCUREMENT- SHOPPING-

PURCHASE AND DELIVERY OF DRMD OFFICE SUPPLIES FOR CY 2020

WHEREAS, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the **PURCHASE AND DELIVERY OF DRMD OFFICE SUPPLIES FOR CY 2020** with an Approved Budget for the Contract (ABC) of Eighty-Three Thousand Four Hundred Twenty-Five Pesos Only (₱83,425.00);

WHEREAS, in consonance with the Republic Act 9184 and its Implementing Rules and Regulations, a Project Procurement Management Plan (PPMP) which has been consolidated into the Annual Procurement Plan (APP) is in order for procurement of the programs, activities and projects for 2020;

WHEREAS, in consonance with the Republic Act 9184, otherwise known as the Government Procurement Reform Act, in its Implementing Rules and Regulations under Section 10, provides that "all procurement shall be done through competitive bidding, except as provided in Rule XVI";

WHEREAS, Section 48.1 of the IRR of the above cited act stipulates that "subject to prior approval of the head of procuring entity, and whenever justified by the conditions provided in this Act, the procuring entity may, in order to promote economy and efficiency, resort to any of the alternative mode of procurement;

WHEREAS, section 52.1 (b) of the Revised Implementing Rules and Regulations (IRR) of the RA 9184 or otherwise known as the Government Procurement Reform Act of 2002 allows the procuring entity to resort to Negotiated Procurement – **SHOPPING**;

WHEREAS, on 29th day of July 2020, Request for Quotations were transmitted to the End-User. On the same day, bid notice was posted in the PhilGEPS website as mandated in the 2016 Revised IRR of RA 9184 for Request for Quotations with an Approved Budget for the Contract (ABC) of above Fifty Thousand Pesos (Php 50,000.00) under Small Value Procurement and Shopping;;

WHEREAS, on 4th day of August 2020 at 6pm was the set deadline for the submission of quotations wherein seven (7) price quotations were obtained from **ESM LEARNING ENTERPRISE, TARILJA ENTERPRISES, BAN BEE COMMERCIAL CO., INC., MAJRCK ENTERPRISE, MLG GREENHOUSE PHARMACEUTICAL TRADING, LOYOSEN'S ENTERPRISE** and **JC COMMERCIAL**;

WHEREAS, upon opening of the Request for Quotations held on the **11th day of August 2020**, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	ESM LEARNING ENTERPRISE	N/A	90,812.00	ABOVE ABC
2	TARILJA ENTERPRISES	65,632.00	65,632.00	WITHIN ABC
3	BAN BEE COMMERCIAL CO., INC.	69,471.00	69,471.00	WITHIN ABC
4	MAJRCK ENTERPRISE	69,425.00	69,425.00	WITHIN ABC
5	MLG GREENHOUSE PHARMACEUTICAL TRADING	82,500.00	82,500.00	WITHIN ABC
6	LOYOSEN'S ENTERPRISE	82,783.00	82,783.00	WITHIN ABC
7	JC COMMERCIAL	N/A	76,280.00	WITHIN ABC

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**BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 363 S. 2020**

-NEGOTIATED PROCUREMENT- SHOPPING-

PURCHASE AND DELIVERY OF DRMD OFFICE SUPPLIES FOR CY 2020

WHEREAS, upon evaluation by the Bids and Awards Committee (BAC), **TARILJA ENTERPRISES** emerged to be the lowest bidder. However, said bidder indicated that their delivery period should be 15 working days instead of 10 working days. Upon deliberation, the End-User (herein seating in her capacity as the Alternate Vice Chairperson) stated that they still have sufficient stock of office supplies to cater their day to day operations. Hence, if the award of contract will be granted to the lowest bidder and compared from the next lowest bidder, an amount of ₱3,793.00 will be saved for the government. Since the items for the procurement at hand does not necessarily require urgency, the wait of another 5 working days for the delivery of concerned goods is justifiable by the savings that can be generated from such;

WHEREAS, based from the above-stated discussion, the BAC resolved to accept the delivery terms of the lowest bidder and recommended the award of contract to **TARILJA ENTERPRISES** an eligible and responsive bidder;

NOW, THEREFORE, foregoing premises considered, We, the Members of the Bids and Awards Committee, hereby **RESOLVED** as it is hereby resolved to recommend to the Regional Director the award of contract to **TARILJA ENTERPRISES** which offered an amount of Sixty-Five Thousand Six Hundred Thirty-Two Pesos Only (₱65,632.00) inclusive of applicable taxes and fees for **PURCHASE AND DELIVERY OF DRMD OFFICE SUPPLIES FOR CY 2020**.

RESOLVED at the DSWD-CAR, 40 North Drive, Baguio City this **11th day of August 2020**.

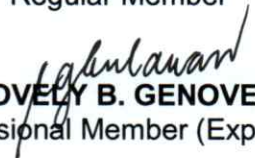
BIDS AND AWARDS COMMITTEE


ENRIQUE H. GASCON JR.
Chairperson


MARY ANN G. BUCLAO
Alternate Vice Chairperson

Not present
Provisional Member (End-User)

Not present
ARNOLD D. LARTEC
Regular Member


LOVELY B. GENOVE
Provisional Member (Expert)


APPROVED/DISAPPROVED

LEO L. QUINTILLA
OIC Regional Director


RCLR/kenneth