

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

<b>Supplier</b>		MAJRCK ENTERPRISE	<b>Purchase Order No.</b>		2020-09-373
<b>Address</b>		527 BUA, TUDING, ITOGON, BENGUET	<b>Date</b>		9/15/2020
			<b>Mode of Procurement</b>		SHOPPING
<b>Gentlemen:</b>					
Please furnish this office the following articles subject to the terms and conditions herein.					
<b>Place of Delivery</b>		DSWD-CAR, #40 North Drive, Baguio City		<b>Delivery Term:</b> Complete	
<b>Date of Delivery</b>		12 WORKING DAYS UPON RECEIPT OF PURCHASE ORDER		<b>Payment Term:</b> Charge	
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
<b>PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA</b>					
	bottle	ALCOHOL, 70%, ethyl/isoprophyl, 500 ml	2,207	86.00	189,802.00
	pack	BATTERY, size AAA, alkaline, 2pcs/packet	3	62.00	186.00
	piece	CALCULATOR, compact, electronic, 12 digits cap	85	320.00	27,200.00
	box	CLIP, backfold, 19mm, 12s/box	250	11.00	2,750.00
	box	CLIP, backfold, 25mm, 12s/box	280	17.00	4,760.00
	box	CLIP, backfold, 32mm, 12s/box	130	24.00	3,120.00
	roll	CORRECTION TAPE, disposable, usable length of 6 meters (min), 5mm width	1,000	16.00	16,000.00
	piece	CUTTER, heavy duty, for general use	26	99.00	2,574.00
	box	DATA FILE BOX, (5"x9"x15-3/4"), made of chipboard, with closed ends	336	95.00	31,920.00
	piece	DATA FILE FOLDER, made of chipboard, taglia lock	25	110.00	2,750.00
	box	FASTENER, non-rust metal, 50 sets/box	300	45.00	13,500.00
	pack	FOLDER, tagboard, A4 size, 100pcs/pack	80	380.00	30,400.00
	pack	FOLDER, tagboard, legal size, 100pcs/pack	260	385.00	100,100.00
	bottle	INK REFILL, for Epson L360, Black	20	270.00	5,400.00
	piece	MARKING PEN, permanent, black	1,298	14.00	18,172.00
	piece	MARKING PEN, permanent, blue	1,020	14.00	14,280.00
	pad	NOTEPAD, (3"x3"), 100 sheets/pad	600	19.00	11,400.00
	box	PENCIL, lead, w/eraser, one (1) dozen/box	110	37.00	4,070.00
	book	RECORD BOOK, 300 pages	220	55.00	12,100.00
	piece	RUBER ERASER	10	11.00	110.00
	piece	RULER, 12", plastic	30	5.00	150.00
	piece	SIGN PEN, black, 0.5mm	600	21.00	12,600.00
	piece	SIGN PEN, blue, 0.5mm	800	21.00	16,800.00
	roll	TAPE, transparent, 24mm, 50 meters length	750	14.00	10,500.00
	roll	TAPE, transparent, 48mm, 50 meters	270	22.00	5,940.00
<b>The delivery of the goods is within 12 working days upon receipt of Purchase Order at DSWD-CAR Office.</b>					
<b>TOTAL</b>					<b>536,584.00</b>
<b>(Amount in words)</b>		<b>Five Hundred Thirty Six Thousand Five Hundred Eighty Four Pesos Only</b>			

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: 01 CMF Current

Funds Available: 536,584.00

WILBOURN B. BACOLONG  
ACCOUNTANT III

ORS/ BURS No. : 12-101101-2020-09-05161

Date of the ORS/ BURS: Sept. 17, 2020

Amount: 536,584.00

RCLR/CLJ

**BIDS AND AWARDS COMMITTEE  
 RESOLUTION NO. 443 S. 2020**

**-NEGOTIATED PROCUREMENT- SHOPPING-**

**PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA**

**WHEREAS**, the Department of Social Welfare and Development-Cordillera Administrative Region (DSWD-CAR) has been granted appropriations for the **PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA** with an Approved Budget for the Contract (ABC) of Six Hundred Ninety-Three Thousand Nine Hundred Fifty Pesos and Thirty-Five Centavos (₱693,950.35);

**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**, due to non-availability of concerned goods in the Procurement Services of the Department on Budget and Management (PS-DBM), 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 18<sup>th</sup> day of August 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 24<sup>th</sup> day of August 2020 at 6pm was the set deadline for the submission of quotations wherein five (5) price quotations were obtained from **LASER MARKETING, THE STABLE EDUCATIONAL SUPPLY, TARILJA ENTERPRISES, MAJRCK ENTERPRISE, and LOYOSEN'S ENTERPRISE**;

**WHEREAS**, upon opening of the Request for Quotations held on the **8<sup>th</sup> day of September 2020**, findings were listed in the summary of quotations below:

	NAME OF BIDDER	AS READ	AS CALCULATED	REMARKS
1	LASER MARKETING	N/A	671,562.00	WITHIN ABC
2	THE STABLE EDUCATIONAL SUPPLY	N/A	625,202.00	WITHIN ABC
3	TARILJA ENTERPRISES	643,556.00	643,556.00	WITHIN ABC
4	MAJRCK ENTERPRISE	N/A	536,584.00	WITHIN ABC
5	LOYOSEN'S ENTERPRISE	870,157.00	870,157.00	ABOVE ABC

**WHEREAS**, upon evaluation by the Bids and Awards Committee (BAC), **MAJRCK ENTERPRISE** emerged to be the lowest bidder. Upon further evaluation of said quotation, the same was found to be compliant with the prescribed requirements;

**WHEREAS**, based on the foregoing, the BAC resolved to recommend the award of contract to **MAJRCK ENTERPRISE** an eligible and responsive bidder;

**BIDS AND AWARDS COMMITTEE  
RESOLUTION NO. 443 S. 2020**

**-NEGOTIATED PROCUREMENT- SHOPPING-**

**PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA**

**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 **MAJRCK ENTERPRISE** which offered an amount of Five Hundred Thirty-Six Thousand five Hundred Eighty-Four Pesos (₱536,584.00) inclusive of all the applicable taxes and fees for the **PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA**.

**RESOLVED** at the DSWD-CAR, 40 North Drive, Baguio City this **8<sup>th</sup> day of September 2020**.

**BIDS AND AWARDS COMMITTEE**

  
**ENRIQUE M. GASCON JR.**  
Chairperson

NOT PRESENT  
Vice Chairperson

  
**LIBERTINE A. BALICDANG**  
Alternate Regular Member

NOT PRESENT  
Provisional Member (End-User)

  
**JESSIE F. CHELIM**  
Provisional Member (Expert)

  
**APPROVED/DISAPPROVED**

**LEO L. QUINTILLA**  
OIC Regional Director

  
RCLR/kenneth