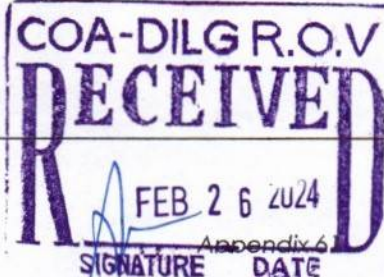




Republic of the Philippines
Department of the Interior and Local Government
Regional Office No. V, Rizal Street, Legazpi City

PURCHASE ORDER



Supplier **ME RAINBOW DRY GOODS TRADING**

Address Naga City

TIN : 926-294-021-00005

P.O. No. **GDS-2024-013C**

Date : February 5, 2024

Mode of Procurement : SMALL VALUE
PROCUREMENT (53.9)

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Purchase of Office Supplies for the Operational Use of the DILG Regional Office V for the First Quarter of 2024

Place of Delivery : **DILG Regional Office V**

Delivery Term : 15 Calendar days upon Receipt of PO

Date of Delivery :

Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	SIGN PEN, Fine Tip, Black	114	27.00	3,078.00
2	pc	SIGN PEN, Medium Tip, Black	20	27.00	540.00
3	pc	SIGN PEN, Extra Fine Tip, Blue	14	30.00	420.00
4	pc	SIGN PEN, Fine Tip, Blue	197	27.00	5,319.00
5	pc	SIGN PEN, Medium Tip, Blue	13	27.00	351.00
6	pc	SIGN PEN, Fine Tip, Red	71	27.00	1,917.00
7	pc	SIGN PEN, Medium Tip, Red	4	27.00	108.00
8	pack	BATTERY, dry cell, size AA	44	35.00	1,540.00
9	pack	BATTERY, dry cell, size AAA	27	35.00	945.00
10	bottle	INK, for stamp pad	24	35.00	840.00
11	box	CARBON FILM, Legal size	1	300.00	300.00
12	jar	GLUE, all-purpose	11	70.00	770.00
13	box	STAPLE WIRE, heavy duty (binder type), 23/13	1	40.00	40.00
14	box	STAPLE WIRE, standard	48	30.00	1,440.00
15	roll	TAPE, electrical	6	28.00	168.00
16	roll	TAPE, masking, 24mm	27	35.00	945.00
17	roll	TAPE, masking, 48 mm	22	70.00	1,540.00
18	roll	TAPE, packaging, 48 mm	30	35.00	1,050.00
19	roll	TAPE, transparent, 24mm	98	20.00	1,960.00
20	roll	TAPE, transparent, 48 mm	30	30.00	900.00
21	roll	TWINE, plastic	3	80.00	240.00
22	pc	RULER, flexible, plastic, 450mm	12	34.00	408.00
23	unit	CALCULATOR, Compact	13	270.00	3,510.00
24	box	CLIP, backfold, 19mm	27	20.00	540.00
25	box	CLIP, backfold, 25mm	42	30.00	1,260.00
26	box	CLIP, backfold, 32mm	27	34.00	918.00
27	box	CLIP, backfold, 50mm	27	65.00	1,755.00

28	pc	CORRECTION TAPE	50	25.00	1,250.00
29	pc	CUTTER/UTILITY KNIFE, for general purpose	7	40.00	280.00
30	pc	DATA FILE BOX	54	100.00	5,400.00
31	pc	DATER STAMP	15	400.00	6,000.00
32	box	ENVELOPE, Expanding, Kraft	2	1,400.00	2,800.00
33	box	ENVELOPE, Mailing	1	320.00	320.00
34	box	ENVELOPE, Mailing, with window	2	550.00	1,100.00
35	box	FASTENER	8	50.00	400.00
36	bundle	FOLDER, Fancy with slide, legal	1	360.00	360.00
37	pack	FOLDER, L-type, A4	10	130.00	1,300.00
38	pack	FOLDER, L-type, Legal	2	200.00	400.00
39	pack	FOLDER, pressboard	6	1,000.00	6,000.00
40	pack	FOLDER with tab, A4	2	400.00	800.00
41	pack	FOLDER with tab, Legal	3	440.00	1,320.00
42	pc	MAGAZINE FILE BOX, Large	35	140.00	4,900.00
43	pc	MARKER, Flourescent	12	25.00	300.00
44	pc	MARKER, Permanent, Black	36	20.00	720.00
45	pc	MARKER, Permanent, Blue	32	20.00	640.00
46	pc	MARKER, Permanent, Red	20	20.00	400.00
47	pc	MARKER, Whiteboard, Black	35	20.00	700.00
48	pc	MARKER, Whiteboard, Blue	35	20.00	700.00
49	pc	MARKER, Whiteboard, Red	20	20.00	400.00
50	box	PAPER CLIP, vinly/plastic coated, 33mm	71	18.00	1,278.00
51	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	70	27.00	1,890.00
52	box	PENCIL, lead/graphite, with eraser	4	57.00	228.00
53	pc	PUNCHER, paper, heavy duty	5	150.00	750.00
54	box	RUBBER BAND No. 18	10	140.00	1,400.00
55	pc	STAMP PAD, felt	12	45.00	540.00
56	pc	SCISSORS, symmetrical/asymmetrical	22	45.00	990.00
57	pc	STAPLER, standard type	15	100.00	1,500.00
58	Unit	STAPLER, heavy duty (binder)	1	850.00	850.00
59	pc	STAPLE REMOVER, plier-type	8	45.00	360.00
60	pc	TAPE DISPENSER, table top	8	90.00	720.00
61	pad	NOTEPAD, stick-on, 50mm x 76mm	78	25.00	1,950.00
62	pad	NOTEPAD, stick-on, 76mm x 100mm	47	45.00	2,115.00
63	pad	NOTEPAD, stick-on, 76mm x 76mm	120	30.00	3,600.00
64	ream	PAPER, MULTICOPY A4	141	210.00	29,610.00
65	ream	PAPER, MULTICOPY LEGAL	72	230.00	16,560.00
66	ream	PAPER, MULTIPURPOSE A4	133	235.00	31,255.00
67	ream	PAPER, MULTIPURPOSE LEGAL	122	260.00	31,720.00

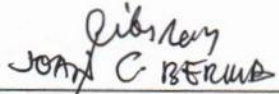
68	box	PAPER, parchment	5	200.00	1,000.00
69	book	RECORD BOOK, 300 PAGES	19	80.00	1,520.00
70	book	RECORD BOOK, 500 PAGES	25	115.00	2,875.00
71	pc	BALLPEN, 0.5"	320	6.50	2,080.00
72	pack	STICKER PAPER, A4	47	48.00	2,256.00
73	roll	DOUBLE SIDED TAPE	5	48.00	240.00
74	pack	PHOTO PAPER	5	80.00	400.00
75	pc	CERTIFICATE HOLDER	25	45.00	1,125.00
76	bottle	DISHWASHING LIQUID	3	60.00	180.00
77	box	PLASTIC FASTENER	21	35.00	735.00
78	pc	STEEL FILING CABINET	2	5,900.00	11,800.00
79	pack	VELLUM BOARD PAPER	100	40.00	4,000.00
80	pc	EXTENSION CORD	10	275.00	2,750.00
81	pc	GLUE STICK (PASTE)	1	40.00	40.00
82	pack	STICKER PAPER, GLOSSY, 14 SIZE, 10PCS/PACK	2	600.00	1,200.00
83	pack	PHOTO PAPER, GLOSSY, A4 SIZE, 200GSM 10PCS/PACK	2	200.00	400.00
84	pack	SIGN HERE STICKY TAB	123	20.00	2,460.00
85	pc	RULER, 12 INCHES, METAL	8	200.00	1,600.00
86	unit	PAPER CUTTER, WOOD, LEGAL SIZE/A4	1	1,000.00	1,000.00
87	ream	BOARD PAPER, A4 SIZE, 200 GSM, PALE CREAM	3	345.00	1,035.00
88	box	STAPLER WIRE, METAL, NO. 35 (26/6)	1	30.00	30.00
89	pad	YELLOW PAD	2	65.00	130.00
90	pc	FASTENER, METAL, NON SHARP EDGES	5	45.00	225.00
91	box	FOLDER, NON-EXPANDING, LEGAL SIZE, BLUE	1	800.00	800.00
92	box	FOLDER, EXPANDABLE	1	1,000.00	1,000.00
93	pc	TRANSPARENT ENVELOPE, LEGAL SIZE	5	60.00	300.00
94	pc	TRANSPARENT ENVELOPE, A4 SIZE	5	45.00	225.00
95	pc	WIRED MOUSE	9	550.00	4,950.00
96	pc	BROWN ENVELOPE SHORT	15	7.00	105.00
97	pc	BROWN ENVELOPE LONG	15	9.00	135.00
98	pad	STICKY NOTE PAD, 5mm X 7.5mm	10	25.00	250.00
99	pc	EXTENSION WIRE	5	250.00	1,250.00
100	pc	STAINLESS STEEL RULER 24 INCHES	3	400.00	1,200.00
101	pc	GREEN FOLDER (LONG)	10	80.00	800.00
102	pc	STAINLESS STEEL RULER 40 INCHES	2	360.00	720.00
103	pc	SHORT FOLDER	10	7.00	70.00
104	pc	STABILO (ASSORTED COLOR)	6	68.00	408.00
105	pc	UNIVERSAL TOWER EXTENSION CORD 8 GANG WITH SWITCH	3	740.00	2,220.00
106	ream	MIMEOGRAPHING PAPER (GROUNDWOVE SHORT SIZE)	3	150.00	450.00
107	pack	SPECIALTY PAPER (LEGAL SIZE)	5	200.00	1,000.00
108	pack	SPECIALTY PAPER (LETTER SIZE)	25	50.00	1,250.00
109	pack	INDEX CARD, 5X8 CROSSWISE	30	45.00	1,350.00

110	pc	INDEX CARD BOX	12	200.00	2,400.00
111	pc	HIGHLIGHTER, GREEN	10	25.00	250.00
112	pc	NUMBERING STAMP MACHINE, 8 DIGITS	1	1,600.00	1,600.00
113	pc	NUMBERING STAMP MACHINE, 10 DIGITS	1	1,800.00	1,800.00
114	pc	NUMBERING STAMP MACHINE INK, RED	6	40.00	240.00
Two Hundred Sixty Thousand Four Hundred Sixty Two Pesos Only					260,462.00

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


Conforme:

Very truly yours,


Signature over Printed Name of Supplier
8 7 FEB 2024
Date


ATTY. ARNALDO E. ESCOBAR JR, CESO V
REGIONAL DIRECTOR

Fund Cluster : 01
Funds Available :


JUNIECEL M. FAJARDO
OIC-REGIONAL ACCOUNTANT

ORS/BURS No. :
Date of the ORS/BURS:
Amount :

Regular Fund



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGIONAL OFFICE V
Rizal St., Legazpi City

BAC RESOLUTION DECLARING ME RAINBOW DRY GOODS TRADING THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PURCHASE OF OFFICE SUPPLIES FOR THE OPERATIONAL USE OF THE DILG REGIONAL OFFICE V FOR THE FIRST QUARTER OF 2024
SLCRB-RFQ NO.GDS-2024-013C

WHEREAS, the Department of the Interior and Local Government Regional Office No. 5 requested quotation/s for the **PURCHASE OF OFFICE SUPPLIES FOR THE OPERATIONAL USE OF THE DILG REGIONAL OFFICE V FOR THE FIRST QUARTER OF 2024** with an Approved Budget for the Contract (ABC): Two Hundred Seventy Six Thousand Four Hundred Seventy Five Pesos (276,475.00).

WHEREAS, the committee waived the formalities of competitive bidding procedures and resorted to **SMALL VALUE PROCUREMENT (53.9)** as an alternative mode of procurement;

WHEREAS, said procurement was posted in the Project Bulletin Board for the period from January 24, 2024 to January 31, 2024, the evaluation shall be per lot basis;

WHEREAS, the BAC Secretariat presented Six (6) quotations from bidders/suppliers as follows:

BIDDER	BID AMOUNT	REMARKS
ME RAINBOW DRY GOODS TRADING	Php 260,462.00	S/LCRB
NEW SILAHIS OFFICE SUPPLIES TRADING	Php 261,347.44	DQ: INCOMPLETE BID
LEGAZPI JEBSON TRADING	Php 264,409.50	DQ: INCOMPLETE BID
LEGAZPI GENERAL MERCHANDISE	Php 265,526.00	DQ: INCOMPLETE BID
NEW EVANESS	Php 266,936.75	DQ: INCOMPLETE BID
LUCKY EDUCATIONAL SUPPLY	Php 499,805.96	DQ: EXCEEDED ABC INCOMPLETE BID

WHEREAS, upon examination, validation and verification of all the eligibility, technical and financial requirements submitted by **ME RAINBOW DRY GOODS TRADING** its bid was found to be responsive;

WHEREAS, the BAC declared and recommended **ME RAINBOW DRY GOODS TRADING** as the Single Lowest Calculated and Responsive Bidder.

NOW, THEREFORE, We, the members of the Bids and Awards Committee, hereby RESOLVE, as it is hereby RESOLVED

To recommend for the approval and awarding of as the bidder with the Single Lowest Calculated and Responsive Bid for the contract **PURCHASE OF OFFICE SUPPLIES FOR THE OPERATIONAL USE OF THE DILG REGIONAL OFFICE V FOR THE FIRST QUARTER OF 2024** with the amount of Two Hundred Sixty Thousand Four Hundred Sixty Two Pesos Only (260,462.00).

RESOLVED, at the DILG RO V Conference Room this 1st day of February 2024.

RICO E. GAURINO
Regular Member

ATTY. MAGDALENA A. BORBE-MALLARI
Regular Member

MAE G. CLEMENTE
Regular Member

GRACE S. MAGO
Provisional Member

MA. GRACE JOY U. TANGO
Provisional Member

MA. RUTHEL P. GIGANTOCA
BAC Vice-Chairperson

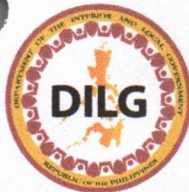
☒

Approved

☐

Disapproved

ATTY. ARNALDO E. ESCOBER, JR. CESO V
Regional Director



BAGONG PILIPINAS

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGIONAL OFFICE V
Rizal St., Legazpi City

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

February 5, 2024

The Manager

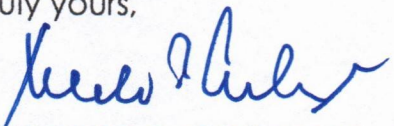
ME RAINBOW DRY GOODS TRADING
Naga City

Dear Sir/Madam:

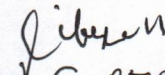
We are pleased to inform you that your quotation for the **Purchase of Office Supplies for the Operational Use of the DILG Regional Office V for the First Quarter of 2024** with the contract price equivalent to Two Hundred Sixty Thousand Four Hundred Sixty Two Pesos Only (260,462.00) is hereby accepted.

Please acknowledge receipt and acceptance of this Notice by signing all copies. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very truly yours,



✓ **ATTY. ARNALDO E. ESCOBAR JR., CESO V**
Regional Director



CONFORME:


By: 
JOAN C. BERMAS
(Signature over Printed Name)


Date: 07 FEB 2024

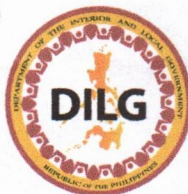
"Matino, Mahusay at Maaasahan"

 Rizal St., Legazpi City

 (052) 4801484; 4801486  (052) 4804023

 <http://region5.dilg.gov.ph>

 region5dilg@gmail.com



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGIONAL OFFICE V
Rizal St., Legazpi City

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

February 5, 2024

The Manager
ME RAINBOW DRY GOODS TRADING
Naga City

Dear Sir/Madam:

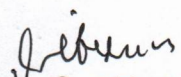
The attached Notice of Award for the **Purchase of Office Supplies for the Operational Use of the DILG Regional Office V for the First Quarter of 2024** has been approved; notice is hereby given to you to proceed on your delivery with the above-mentioned, as stated upon receipt of this Notice.

Please acknowledge receipt and acceptance of this Notice by signing all copies on the space provided below. Retain one copy and return the other to the BAC Secretariat Office, DILG Regional Office V, Rizal Street Legazpi City.

Very truly yours,


✓ **ATTY. ARNALDO E. ESCOBAR JR., CESO V**
Regional Director

CONFORME:

By: 
JOANY C. BERMAT
(Signature over Printed Name)

07 FEB 2024

Date: _____

“Matino, Mahusay at Maaasahan”

 Rizal St., Legazpi City
 (052) 4801484; 4801486  (052) 4804023
 <http://region5.dilg.gov.ph>
 region5dilg@gmail.com