



PURCHASE ORDER

COA-DILG-ROV
Document Code
FM-O-011G-AS-RO-10-15
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Appendix 6
MAY 23 2023
SIGNATURE DATE

Supplier LEGAZPI JEBSON TRADING	P.O. No. GDS-2023-127
Address Legazpi City	Date : May 8, 2023
TIN : 928-393-022-00000	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 IT Supplies and Consumables for use during the Conduct of the Newly-Elected Officials Orientation Course for Sangguniang Panlalawigan Members cum Presentation of CAPDEV Analysis Result for Region V

Place of Delivery : DILG Regional Office V	Delivery Term : 7 Calendar Days upon Receipt of PO
Date of Delivery :	Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Acrylic Nameplate Holder (landscape orientation, 3" x 12")	15	405.00	6,075.00
2	pc	Expandable folder , long, white	100	27.00	2,700.00
3	ream	Bookpaper, gsm 70, A4 size	30	220.00	6,600.00
4	ream	Bookpaper, gsm 70, long size, 8x13	15	240.00	3,600.00
5	ream	Board paper, A4 size, 200 gsm, pale cream	2	315.00	630.00
6	box	Gel pen, blue ink, 0.5, 12 pcs perbox	10	258.00	2,580.00
7	box	Gel pen, black ink, 0.5, 12 pcs perbox	3	258.00	774.00
8	box	Gel pen, red ink, 0.5, 12 pcs perbox	1	258.00	258.00
9	box	Paper clip, vynil coated, 33mm, 100 pcs per box	15	13.50	202.50
10	box	Paper clip, vynil coated, 50mm, 120gms	10	29.00	290.00
11	pc	File box, red	50	155.00	7,750.00
12	pc	Official record book, 300 pages	5	185.00	925.00
13	box	Binder clips, 1 inch, assorted color	4	36.00	144.00
14	box	Binder clips, 1 1/2 inches, assorted color	4	68.00	272.00
15	box	Binder clips, 2 inches, assorted color	4	82.50	330.00
16	pc	Heavy duty stapler, long/big size, with staple remover	4	128.00	512.00
17	roll	Double sided tape without foam, 24mmx5m, high shear adhesive with high temperature resistance	2	30.00	60.00
18	roll	double sided tape with foam, 24mmx5m, high shear adhesive with high temperature resistance	2	60.00	120.00
19	roll	Tape, transparent, 1 inch	5	17.00	85.00
20	roll	Tape, masking, 1 inch	3	42.00	126.00
21	pc	Staple remover, plier type	3	78.00	234.00


22	box	Staple wire, #35, galvanized, heavy duty	4	45.00	180.00
23	pc	Correction tape, 8meters	10	27.00	270.00
24	pc	Bluetooth wireless mouse	2	455.00	910.00
25	set	Brother DCP-T720DW ink	6	2,380.00	14,280.00
26	set	Brother T710w ink	1	2,380.00	2,380.00
27	pc	Calculator, extra large display, 2 memories, two way power, 16 digits, metal faceplate	1	770.00	770.00

Fifty-Three Thousand Fifty-Seven Pesos and Fifty Cents Only

53,057.50

Department of Interior and Local Government has approved the rate by the service provider for the supply of the goods in the sum of **Fifty-Three Thousand Fifty-Seven Pesos and Fifty Cents Only (53,057.50).** to be known as the contract price.

Conforme:




Benson Cher

Signature over Printed Name of Supplier

23 MAY 2023

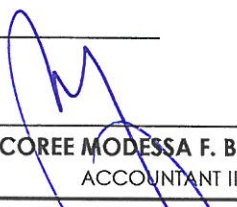
Date

Very truly yours,



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

Fund Cluster : 01
Funds Available :



COREE MODESSA F. BADONG

ACCOUNTANT III

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

LGA Funds

LGA BUD No. 09-205-1447



Republic of the Philippines
Department of the Interior and Local Government
Regional Office V

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

May 8, 2023

The Manager
LEGAZPI JEBSON TRADING
Legazpi City

Dear Sir/Madam:

We are pleased to inform you that your quotation for the **Purchase of IT Supplies and Consumables for use during the Conduct of the Newly-Elected Officials Orientation Course for Sangguniang Panlalawigan Members cum Presentation of CAPDEV Analysis Result for Region V** with the contract price equivalent to Fifty-Three Thousand Fifty-Seven Pesos and Fifty Cents Only (53,057.50) 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:

(Signature over Printed Name)

23 MAY 2023

Date: _____

"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
Legazpi City

BAC RESOLUTION DECLARING LEGAZPI JEBSON TRADING AS THE BIDDER WITH THE SINGLE LOWEST CALCULATED AND RESPONSIVE BID (SLCRB) FOR THE CONTRACT: PURCHASE OF IT SUPPLIES AND CONSUMABLES FOR USE DURING THE CONDUCT OF THE NEWLY-ELECTED OFFICIALS ORIENTATION COURSE FOR SANGGUNIANG PANLALAWIGAN MEMBERS CUM PRESENTATION OF CAPDEV ANALYSIS RESULT FOR REGION V
SLCRB-RFQ NO.GDS-2023-127

WHEREAS, the Department of the Interior and Local Government Regional Office No. 5 requested quotation/s for the **PURCHASE OF IT SUPPLIES AND CONSUMABLES FOR USE DURING THE CONDUCT OF THE NEWLY-ELECTED OFFICIALS ORIENTATION COURSE FOR SANGGUNIANG PANLALAWIGAN MEMBERS CUM PRESENTATION OF CAPDEV ANALYSIS RESULT FOR REGION V** with an Approved Budget for the Contract (ABC): Fifty-Three Thousand Three Hundred Twenty Five Pesos (53,325.00).

WHEREAS, the BAC resorted to **SMALL VALUE PROCUREMENT (53.9)** as an alternative mode of procurement posted in the Project Bulletin Board for the period from April 26, 2023 to May 2, 2023.

WHEREAS, the committee waived the formalities of competitive bidding procedures, the evaluation shall be per lot basis.

WHEREAS, the BAC Secretariat presented Three (3) quotations from bidders/suppliers as follows:

BIDDER	BID AMOUNT	REMARKS
LEGAZPI JEBSON TRADING	Php 53,057.50	S/LCRB
EVANESS EDUCATIONAL SUPPLY	DQ: NO ELIGIBILITY DOCUMENT SUBMITTED	DQ: NO ELIGIBILITY DOCUMENT SUBMITTED
LEGAZPI GENERAL MERCHANDISE	DQ: NO ELIGIBILITY DOCUMENT SUBMITTED	DQ: NO ELIGIBILITY DOCUMENT SUBMITTED

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

WHEREAS, the BAC declared and recommended **LEGAZPI JEBSON 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 IT SUPPLIES AND CONSUMABLES FOR USE DURING THE CONDUCT OF THE NEWLY-ELECTED OFFICIALS ORIENTATION COURSE FOR SANGGUNIANG PANLALAWIGAN MEMBERS CUM PRESENTATION OF CAPDEV ANALYSIS RESULT FOR REGION V** with the amount of Fifty-Three Thousand Fifty-Seven Pesos and Fifty Cents Only (53,057.50).


RESOLVED, at the DILG RO V LGRRRC Library this 5th day of May 2023.


AMALINE R. COLINA
Regular Member


MAE G. CLEMENTE
Regular Member


MA. GRACE JOY U. TANGO
Provisional Member


LUNINGNING Z. BRAZIL
Provisional Member


DARLYN D. AYENDE
BAC Chairperson


MA. RUTHEL P. GIGANTOCA
BAC Vice-Chairperson



Approved



Disapproved


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



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Republic of the Philippines
Department of the Interior and Local Government
Regional Office V

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

May 8, 2023

The Manager
LEGAZPI JEBSON TRADING
Legazpi City

Dear Sir/Madam:

The attached Notice of Award for the **Purchase of IT Supplies and Consumables for use during the Conduct of the Newly-Elected Officials Orientation Course for Sangguniang Panlalawigan Members cum Presentation of CAPDEV Analysis Result for Region V** 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. ESCOBER, JR. CESO V
Regional Director

CONFORME:

By: Benson Chen
(Signature over Printed Name)

Date: 23 MAY 2023

“Matino, Mahusay at Maaasahan”

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