



NOTICE OF AWARD

KRISTINE VILLANUEVA

IFS TRADING
45 Lucia St. 12th Ave,
Caloocan City

Dear **Ms. Villanueva**:

We are pleased to inform you that the contract for the project "**Supply and Delivery of Office Supplies for 2nd Quarter**" as per Bureau of Customs - Bids and Awards Committee Resolution No. 2023-02, is hereby awarded to your company in the amount of **Nine Hundred Fifty Thousand One Hundred Pesos (PHP950,100.00)**.

In this regard, you are hereby required to sign the Purchase Order as stated in Section 37.2 of the Implementing Rules and Regulations of Republic Act No. 9184 within five (5) calendar days upon receipt of this Notice.

Very truly yours,


MICHAEL C. FERMIN
Chairperson, Bids and Awards Committee

Received by: **KRISTINE VILLANUEVA**

Date: 6-27-23

PURCHASE ORDER
Bureau of Customs

Agency

Supplier: **IFS TRADING**
T.I.N. : **103-341-119-000**

P.O. No.: 2023-06-0078
Date : 7-Jun-2023
Mode of Procurement: Small Value Procurement

Gentlemen:

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

Place of Delivery: Delivery Term: 15 Calendar Days
Date of Delivery : Payment Term:

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
SPECIFICATIONS					
		Supply and Delivery of Office Supply for 2nd Quarter			
	Piece	Ball Point Pen, Black	1,000	6.50	6,500.00
	Piece	Ball Point Pen, Blue	1,000	6.50	6,500.00
	Piece	Balikbayan Box 20(h)x20(l)x20(w) inches	150	156.00	23,400.00
	Ream	Bond Paper, Multi-Copy, Legal, 80gsm	500	325.00	162,500.00
	Pack	Battery AA (4's)	150	91.00	13,650.00
	Pack	BatteryAAA (4's)	150	91.00	13,650.00
	Box	Clip Back fold, 19mm	250	14.00	3,500.00
	Box	Clip Back fold, 25mm	250	22.00	5,500.00
	Box	Clip Back fold, 32mm	250	27.00	6,750.00
	Box	Clip Back fold, 50mm	250	69.00	17,250.00
	Piece	Data File C27:E66Box	100	104.00	10,400.00
	Piece	Envelope Expanding Legal Brown	2,000	16.00	32,000.00
	Piece	Envelope, Documentary, Legal	2,000	4.00	8,000.00
	Piece	External Hard Drive 1TB	7	3,500.00	24,500.00
	Box	Fastener Plastic 70mm	150	33.00	4,950.00
	Set	File Tab Divider, A4	200	20.00	4,000.00
	Set	File Tab Divider, Long	200	21.00	4,200.00
	Piece	File Folder with Tab, A4	1,500	7.00	10,500.00
	Piece	File Folder with Tab, Legal	1,500	8.00	12,000.00
	Piece	Folder Pressed Board, Legal	1,500	23.00	34,500.00
	Piece	Folder Presentation, A4, Clear Front	150	21.00	3,150.00
	Piece	Folder Presentation, Long, Clear Front	150	23.00	3,450.00
	Piece	Flash Drive 16gb	100	169.00	16,900.00
	Can	Furniture Cleaner	100	195.00	19,500.00
	Pack	Index Card (5x8 inches) (100's)	50	61.00	3,050.00
	Pack	Index Card (3x5 inches) (100's)	50	59.00	2,950.00
	Can	Insecticide 600ml	100	325.00	32,500.00
	Piece	Marker, Highlighter, Regular, Yellow	200	33.00	6,600.00
	Piece	Marker, Highlighter, Regular, Orange	200	33.00	6,600.00
	Piece	Marker, Permanent, Black	100	39.00	3,900.00
	Piece	Marker, Whiteboard, Black	100	39.00	3,900.00
	Piece	Notebook, Steno (60 leaves)	300	34.00	10,200.00
	Pad	Note Pad 2x3 (3M) 100's	300	77.00	23,100.00
	Pad	Note Pad 3x3 (3M) 100's	300	88.00	26,400.00
	Pad	Note Pad 3x4 (3M) 100's	300	122.00	36,600.00
	Box	Pad Paper Clip 50mm	200	26.00	5,200.00
	Box	Pad Paper Clip 33mm	200	23.00	4,600.00
	Piece	Sign Pen, black 0.5	700	25.00	17,500.00
	Piece	Sign Pen, Blue 0.5	700	25.00	17,500.00
	Set	Sign Here Flag 50's 25.4mmx43.2mm	250	189.00	47,250.00
	Pack	Sticker Paper A4	100	51.00	5,100.00
	Piece	Staple Wire Remover Piler Type	100	59.00	5,900.00
	Piece	Storage Box, hard Bound, Durable	150	350.00	52,500.00
	Roll	Tape Packaging, width:48mm (Tan)	150	36.00	5,400.00
	Roll	Tape, Transparent, width:24mm	200	16.00	3,200.00
	Roll	Tape, Transparent, width:48mm	200	31.00	6,200.00
	Cart	Brother TN-3448 Ink Black	12	3,600.00	43,200.00
	Cart	HP 85A Ink, Black	12	2,250.00	27,000.00
	Cart	HP Office Jet Pro 8020 Ink (915XL) Black	12	2,800.00	33,600.00
	Cart	HP Office Jet Pro 8020 Ink (915XL) Magenta	12	2,025.00	24,300.00
	Cart	HP Office Jet Pro 8020 Ink (915XL) Cyan	12	2,025.00	24,300.00
	Cart	HP Office Jet Pro 8020 Ink (915XL) Yellow	12	2,025.00	24,300.00

(Total Amount in Words) **Nine Hundred Fifty Thousand One Hundred Pesos (inclusive of tax)** **950,100.00**

(Terms and Conditions stated at the back page of this P.O.)

Very truly yours,

Conforme:


KRISTINE VILLANUEVA
Signature over Printed Name of Supplier
Date 6/19/23


MICHAEL C. FERMIN
Chairperson, Bids and Awards Committee

Funds Available:


MABILOU A. CABIGON
Collector V/Chief, Accounting Division

ALOBS No.: 02-0110107 2023-06-1320
Amount: 950,100 -



NOTICE TO PROCEED

KRISTINE VILLANUEVA

IFS TRADING

45 Lucia St. 12th Ave,
Caloocan City

Dear **Ms. Villanueva**:

The attached Contract having been approved, notice is hereby given to *IFS TRADING* that work may commence on the project "**Supply and Delivery of Office Supplies for 2nd Quarter**" effective upon receipt and acceptance of this Notice.

You are responsible for performing the services in coordination with General Services Division (GSD) under the terms and conditions of the Purchase Order.

Very truly yours,

MICHAEL C. FERMIN

Chairperson, Bids and Awards Committee

Received by: **KRISTINE VILLANUEVA**

Date: 6-29-23