



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

A modernized and credible customs administration that upholds good governance and is among the world's best

NOTICE OF AWARD

MARIFE B. LOYOLA
BOXDEL PRINTING SERVICES
Tupaz St., 2768, Sta. Ana,
Manila

Dear **Ms. Loyola**:

We are pleased to inform you that the contract for the project “**Printing and Delivery of BOC Sintra Board**” as per Bureau of Customs - Bids and Awards Committee Resolution No. 2025-17, is hereby awarded to your company in the amount of **Forty-One Thousand Seven Hundred Seventy-Five Pesos (PHP41,775.00)**.

In this regard, you are hereby required to sign the Purchase Order within five (5) calendar days upon receipt of this Notice.

Very truly yours,


ATTY. ERWIN T. MENDOZA
Chairperson, Bids and Awards Committee

Received by:  **MARIFE B. LOYOLA**

Date: 3/20/2025



Gate 3, South Harbor, Port Area, Manila 1018

+63 (02) 8705-6000, +63 (02) 8527-1968 | www.customs.gov.ph | boc.cares@customs.gov.ph

PURCHASE ORDER
Bureau of Customs

Supplier: **BOXDEL PRINTING SERVICES**
T.I.N. : **413-090-398-000**

Agency
P.O. No.: 2025-02-0012
Date : 26-Feb-2025
Mode of Procurement: Small Value Procurement

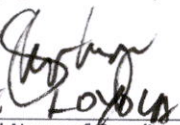
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: Delivery Term: 5 calendar day
Date of Delivery : Payment Term:

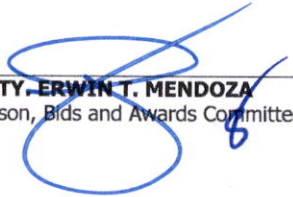
| Stock No. | Unit | Description | Quantity | Unit Cost | Amount |
|-----------|-------|---|----------|-----------|-----------|
| | piece | Printing and Delivery of BOC Sintra Board Size: 21x5.58FT Stocks: Sintra Board 3MM Full Color: Laminated Scope of work: <ul style="list-style-type: none">• Include the dismantling of the old Sintra board in the OCOM Lobby and installation of the new Sintra board• Printing and Delivery with the provision for soft copy Delivery Duration: Complete number of copies shall be delivered within five (5) calendar days upon receipt of Notice to Proceed (NTP) -----nothing follows----- | 1 | | 41,775.00 |

| | | |
|-------------------------|---|------------------|
| (Total Amount in Words) | Forty-One Thousand Seven Hundred Seventy-Five Pesos (inclusive of tax) | 41,775.00 |
|-------------------------|---|------------------|

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

Conforme: 
Signature over Printed Name of Supplier
Date 3/24/25

Very truly yours,


ATTY. ERWIN T. MENDOZA
Chairperson, Bids and Awards Committee

Funds Available: 
DIVINA A. PANDO
Chief, Accounting Division

ALOPS No.: 02-0100007-2025-02-0445
Amount: 41,775.00

- Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.

5. The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods compliance with the technical specifications, and its order and condition will be done in the presence of the representatives of both Supplier and Procuring Entity within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as schedule even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the result of the inspection conducted be the Procuring Entity shall be final and binding upon the Supplier.

6. Rejected deliveries shall be construed as non – delivery of product(s)/ item(s) so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribe under item 4 hereof.

7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/ product(s) that may be discovered by the BOC within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment. The Goods to be delivered must comply with the minimum quality standards prescribed by existing laws, rules and regulations.

8. A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it. The Procuring Entity may also rescind the contract and impose 10% of the amount of the contract as liquidated damages upon non-performance by the Supplier of any of its obligations under the contract.

The imposition of liquidation damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the schedule delivery date. Any request for extension not acted upon before delivery date shall be considered denied

9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. The technical specifications, bid quotation and other documents required from the AWARDEE shall form part of this Purchase Order.

Accepted By:

MARIFE

AWARDEE

REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S

24 MAR 2025

BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this _____ day of _____, 2025, personally appeared _____ known to me
be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who acknowledge to me that the same is his free and voluntary act and deed
and of the entity that he represents.

This Instrument refers to a _____ consisting of _____ (____) pages including this pages and its Annexes, signed by the parties and their materials witnesses.

WITNESS MY HAND AND SEAL this 24 MAR 2025 day of _____, 2025.

Doc No 137;
Page No 27;
Book No #;
Series of 2025

ATTY. NELSON H. MANALILI

Notary Public Until 12-31-2025

IBP No. 2019-2622-2019-27 Manila
P/R No. 2019-2761-2019-28 Manila

MCLE Compliance No. VIII-0000043, 12-01-22 / Pasig
648 T.M. Kalaw Avenue, Ermita, Manila



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NOTICE TO PROCEED

MARIFE B. LOYOLA
BOXDEL PRINTING SERVICES
Tupaz St., 2768, Sta. Ana,
Manila

Dear **Ms. Loyola**:

The attached contract having been approved, notice is hereby given to *BOXDEL PRINTING SERVICES* that work may commence on the project "**Printing and Delivery of BOC Sintra Board**" 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,

ATTY. ERWIN T. MENDOZA
Chairperson, Bids and Awards Committee

Received by: **MARIFE B. LOYOLA**

Date: 3/24/2025



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