

# SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR MUNICIPAL HEALTH OFFICE

Form Number: SF-GOOD-49  
Issued on: May 24, 2004

Republic of the Philippines  
Local Government Unit of Irosin  
Municipal Compound, San Julian, Irosin, Sorsogon  
Telefax: (056) 557-3043  
[www.irosin.gov.ph](http://www.irosin.gov.ph)  
[info@irosin.gov.ph](mailto:info@irosin.gov.ph)

## Notice of Award


December 9, 2019

**JENNY B. BARAQUIL**  
Earlevanns Enterprises – Prop.  
Bacolod, Irosin, Sorsogon

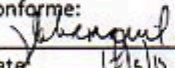
Ma'am/Sir:

We are happy to notify you that the contract for the **Supply and Delivery of Office Supplies for Municipal Health Office** is awarded to you in the Contract Price equivalent to **Forty Nine Thousand Five Hundred Forty Pesos (P 49,540.00)**.

Very truly yours,

  
**ALFREDO J. CIELO, JR.**  
Municipal Mayor

Conforme:

  
Date: 12/9/19

The Head of the Procuring Entity, through the Procurement Office/Unit, immediately upon approval of the recommendation for award, shall issue the Notice of Award to the bidder with the LCRB.

Number: SF-GOOD-56  
May 24, 2004

Republic of the Philippines  
Local Government Unit of Irosin  
Municipal Compound, San Julian, Irosin, Sorsogon  
Telefax: (056) 557-3043  
[www.irosin.gov.ph](http://www.irosin.gov.ph)  
[bac@irosin.gov.ph](mailto:bac@irosin.gov.ph)

**NOTICE TO PROCEED**

December 11, 2019

**JENNY B. BARAQUIL**  
Earlevanns Enterprises – Prop.  
Bacolod, Irosin, Sorsogon

Sir/Madam:

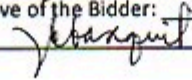
The attached Contract Agreement having been approved, notice is hereby given to **Earlevanns Enterprises** that work may commence on the **Supply and Delivery of Office Supplies for Municipal Health Office** effective on **December 20, 2019**.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Local Government Unit of Irosin.

Very truly yours,

  
**HON. ALFREDO J. CIELO, JR.**  
Local Chief Executive

I acknowledge receipt of this Notice on 12/11/19  
Name of the Representative of the Bidder: JENNY B. BARAQUIL  
Authorized Signature: 

# PURCHASE ORDER

LGU - Irosin, Sorsogon

LGU

P.O. Number: 0461

Date: 12/10/19

Mode of Procurement: Small Value Procurement

PR No. 0777

Please furnish this office the following articles subject to the terms and conditions contain herein

Place of Delivery LGU-Irosin  
 Date of Delivery 12/20/19

Delivery Term: 7 Days  
 Payment Term: COD

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	4	cart	Reso Ink	1,100.00	P 4,400.00
2	4	cart	Toner	2,700.00	P 10,800.00
3	5	sets	Continous Ink (Epson) 100ml	1,390.00	P 6,950.00
4	11	box	paper, book 8 1/2"x13" 70gsm s.20 (5 reams)	1,290.00	P 14,190.00
5	12	box	paper, book 8 1/2"x11" 70gsm s.20 (5 reams)	1,100.00	P 13,200.00
6					
7					
8					
9					
10					
<b>TOTAL: FORTY NINE THOUSAND FIVE HUNDRED FORTY PESOS</b>					<b>P 49,540.00</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 everyday of delay shall be imposed.

Conforme  
  
**JENKY B. BARAQUIL**  
**EARLEVANN'S ENTERPRISES**  
 Dealer/Authorized Representative

Very Truly yours,  
  
 Approved by:

**ADONIS E. FORTES**  
 Municipal Treasurer

**ALFREDO J. CIELO JR.**  
 Municipal Mayor

(In case of Negotiated Purchase pursuant to Section 369 (a) of R.A. 7160, this portion must be accomplished)  
 Approved to be purchased through negotiated per Sangguniang Res. No. \_\_\_\_\_  
 Certified Correct: \_\_\_\_\_  
 Secretary to the Sangguniang

Republic of the Philippines  
BIDS AND AWARDS COMMITTEE  
Municipality of Irosin

Reference Number: BAC-0056A-2019

November 18, 2019

**REQUEST FOR QUOTATION**

The **Local** Government Unit of Irosin, through its Bids & Awards Committee (BAC), requests **suppliers/manufacturers/distributors/contractors** to submit price quotations for the hereunder project:

Name of Project : **SUPPLY AN DELIVERY OF OFFICE SUPPLIES FOR MUNICIPAL HEALTH OFFICE**

Brief Description : **4carts reso ink; 4cart toner; 5sets continuous ink; 11rms paper, book 8 ½"x 13" 70gsm s. 20; 12rms paper, book 8 ½" x 11" 70gsm s. 20**


Approved Budget for the Contract : **Php 50,100.00**

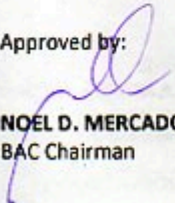
Delivery Period : **7 calendar days**

Contract Duration : **one (1) month**

Source of Fund : **General Fund (RHU)**

For particulars, please contact the Bids & Awards Committee through its BAC Chairman, Noel D. Mercado II or call telephone number (056) 557-3043.

Prepared by:   
**MARIA RACHEL P. GONZALES**  
Head, BAC Secretariat

Approved by:   
**NOEL D. MERCADO II**  
BAC Chairman