

Republic of the Philippines
Office of the President



Bases Conversion and Development Authority

18 March 2013

MS. ERICA NAVERA
Account Representative
BEST CHOICE ENTERPRISES
330 Palon St. Grace Park
Caloocan City

Subject: **NOTICE OF AWARD**
Solicitation/Reference No: BCDA-2013-1795 / 2158336
Various ink and toners, original

Dear **Ms. Navera:**

We are pleased to notify you that the contract for the **Various ink and toners, original** is hereby awarded to **Best Choice Enterprises** having adjudged its bid as the Lowest Calculated & Responsive Bid at a contract price amounting to **PESOS: EIGHTY SIX THOUSAND FIVE HUDNRED & 00/100 (P86,500.00)**, inclusive of all applicable taxes and fees.

You are therefore required, within ten (10) calendar days from receipt of this Notice of Award to formally enter into contract with BCDA through a **Purchase Order**. Failure to enter into the said contract shall constitute a sufficient ground for the cancellation of this Award.

Thank you.

Very truly yours,


ELEANOR L. ATIENZA
Vice President for Corporate Services Group

Republic of the Philippines
Office of the President
BASES CONVERSION AND DEVELOPMENT AUTHORITY
2/F Bonifacio Technology Center, 31st Street Crescent Park West
Bonifacio Global City, 1634 Taguig City
VAT Reg. TIN 002-219-694-000
PURCHASE ORDER

to: Erica

3/25

To: BEST CHOICE ENTERPRISES		Vendor Number	10110
		PO Number	4900000543
330 Palon St., Grace Park Caloocan City		PO Date	18 March 2013
Attention: ERICA NAVERA		Terms of Payment	Within 30 days Due net
TIN: 188141001221		Mode of Procurement	SHOPPING
Tel No: 806-6644		Date of Delivery:	
Fax No:		Within TEN (10) calendar days after date of receipt thereof.	
Place of Delivery:			
2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City			
Tel No.: 575-1700 Loc.: 1782/1784 Fax No.: 816-1030			

NO.	MATERIAL NUMBER AND DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
00010	100013 INK, Canon PG40, Black, ORIGINAL FOR CANON FAX PIXMA	6	PC	758.92	4,553.52
00020	100108 TONER, Samsung CLT-K409S, Black FOR SAMSUNG CLP 315W FOR SAMSUNG CLT-315W	12	PC	1,651.78	19,821.36
00030	100109 TONER, Samsung CLT-C409S, Cyan FOR SAMSUNG CLP 315W FOR SAMSUNG CLP-315W	3	PC	1,607.15	4,821.45
00040	100110 TONER, Samsung CLT-M409S, Magenta FOR SAMSUNG CLP 315W FOR SAMSUNG CLP-315W	3	PC	1,607.15	4,821.45
00050	100111 TONER, Samsung CLT-Y409S, Yellow FOR SAMSUNG CLP 315W FOR SAMSUNG CLP-315W	3	PC	1,607.15	4,821.45
00060	100112 TONER, Samsung ML-1610D2, Black FOR SAMSUNG LASERJET PRINTER	5	PC	1,785.71	8,928.55
00070	100576 TONER, SAMSUNG CLT-K407S, BLACK FOR SAMSUNG CLP-325 PRINTER	6	PC	1,696.43	10,178.58
00080	100578 TONER, SAMSUNG CLT-C407S, CYAN FOR SAMSUNG CLP-325 PRINTER	4	PC	1,607.15	6,428.60
00090	100579 TONER, SAMSUNG CLT-M407S, MAGENTA FOR SAMSUNG CLP-325 PRINTER	4	PC	1,607.15	6,428.60
00100	100580 TONER, SAMSUNG CLT-Y407S, YELLOW FOR SAMSUNG CLP-325 PRINTER	4	PC	1,607.15	6,428.60

Conforme:

Handwritten signature



to: ERICA

3/25

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2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City			
Tel No.: 575-1700 Loc.: 1782/1784 Fax No.: 816-1030			

nothing follows

Sub-Total 77,232.16
 Plus: VAT 9,267.84

TOTAL (Inclusive of VAT):

PESOS: EIGHTY-SIX THOUSAND FIVE HUNDRED ONLY

Php 86,500.00

Requisitioning Office/Dept:
 PPMI for stocking purposes

Reference SAP PR Number: 50000695

Terms and Conditions:

This Purchase Order (PO) shall be governed by the General Terms and Conditions printed at the back hereof.

Note: Please attach the original copy of this order together with your DELIVERY RECEIPT and SALES INVOICE in triplicate.

This is a system generated document. BCDA Officer's signature is not required.

I hereby certify that I am the authorized representative of the company and that by affixing my signature, it shall bind the company I am representing to the terms and conditions of the PO, including its General Terms and Conditions printed at the back of the PO and all applicable provisions of RA 9184.

I further certify that the above prices, which were quoted in the Request for Quotation (RFQ), are inclusive of all taxes, freight, insurance and all other incidental expenses necessary for its delivery within Metro Manila.

CONFORME:

Received copy of P.O. on _____

Printed Name and Signature of Authorized Representative

(The Supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within five (5) working days after issuance.)

PLS REFAX TO 8161030



Bases Conversion and Development Authority

NOTICE TO PROCEED

25 March 2013

MS. ERICA NAVERA
Account Representative
BEST CHOICE ENTERPRISES
330 Palon St. Grace Park
Caloocan City

Dear **Ms. Navera:**

The attached Purchase Order (PO) No. 4900000543 having been approved, notice is hereby given to **BEST CHOICE ENTERPRISES** to proceed with the supply and delivery of various ink and toners, original within ten (10) calendar days after the receipt of this notice.

Upon receipt of this notice, you shall be responsible to perform the services under the terms and conditions of the Purchase Order.

Very truly yours,


ELEANOR L. ATIENZA
Vice President for Corporate Services Group