

Republic of the Philippines
Office of the President



Bases Conversion and Development Authority

30 May 2013

MS. MARLYN BALDEDARA

Account Representative

ST. FRANCIS BIBLES, INC.

G/F St. Francis Square

Julia Vargas, Ortigas St.

Mandaluyong City

Subject: **NOTICE OF AWARD**
Solicitation/Reference No: BCDA-2013-1822 / 2238260
Various school supplies

Dear **Ms. Baldedara:**

We are pleased to notify you that the contract for **Various school supplies** is hereby awarded to **ST. FRANCIS BIBLES, INC.** having adjudged its bid as the Lowest Calculated & Responsive Bid at a contract price amounting to **PESOS: SEVENTY ONE THOUSAND FIVE HUNDRED FIFTY SEVEN & 50/100 (₱71,557.50)**, 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

PURCHASE ORDER

To: ST. FRANCIS BIBLES, INC.		PO Number	2013-05-004057		
G/F St. Francis Square Julia Vargas, Ortigas St, Mandaluyong City Attention: Marilyn Baldeara • Tel. No: 632-1010 loc 465 TIN: 005-297-928-000 • Fax No: 637-4430		PO Date	30 May 2013		
		Payment	C.O.D.		
		Mode of Procurement	NP-SVP		
Place of Delivery: 2/F Bonifacio Technology Center, Bonifacio Global City, Taguig City Tel No: 575-1700 • Fax No: 816-1030		Date of Delivery:	Within FIVE (5) days after date of receipt hereof.		

NO.	Ref Code	PRODUCT SPECIFICATIONS, Brand, Country of Origin	Qty.	UNIT	UNIT PRICE	AMOUNT
1		WATERCOLOR	57	piece	27.00	1,539.00
2		CRAYON, LYRA, 16s per box	33	box	21.00	693.00
3		PAD PAPER, PAPERPOX, Grade 1	27	pad	6.50	175.50
4		PAD PAPER, PAPERPOX, Grade 2	27	pad	6.50	175.50
5		PAD PAPER, PAPERPOX, Grade 3	45	pad	6.50	292.50
6		PAD PAPER, PAPERPOX, Grade 4	18	pad	6.50	117.00
7		SPECIAL PAD PAPER, 1/4 SIZE	24	pad	3.25	78.00
8		SPECIAL PAD PAPER, 1/2 CROSSWISE	24	pad	6.25	150.00
9		SPECIAL PAD PAPER, 1/4 LENGTHWISE	24	pad	6.25	150.00
10		CORRECTION TAPE	46	piece	20.00	920.00
11		NOTEBOOK, ADVANCE, with plastic cover	960	piece	12.00	11,520.00
12		PAD PAPER, Intermediate	94	pad	10.50	987.00
13		BALLPEN, 12s per box	80	box	30.00	2,400.00
14		PENCIL, #2, 12s per box	80	box	40.00	3,200.00
15		ERASER for pencil, JOY, white	240	piece	4.00	960.00
16		SHARPENER, MONGOL, Iwin	80	piece	23.00	1,840.00
17		BOND PAPER, 20s per pack, short	160	pack	6.00	960.00
18		SCISSORS, 5in	80	pair	8.50	680.00
19		GLUE for paper, ELMERS, 40ml	80	bottle	20.00	1,600.00
20		COLORED PAPER, 20s per pack, short	160	pack	6.00	960.00
21		PENCIL CASE	80	piece	24.00	1,920.00
22		FOLDER, long	240	piece	2.50	600.00
23		RULER/PROTRACTOR SET	80	set	26.00	2,080.00
24		ENVELOPE, PLASTIC, long	80	piece	4.50	360.00
25		BAG, PARACHUTES, backpack	80	piece	465.00	37,200.00
TOTAL: Seventy One Thousand Five Hundred Fifty Seven and 50/100 only					PhP	71,557.50

Requisitioning Office/Dept: PMD for "Balik-Aral Program 2013"

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.

FUNDS AVAILABLE 71,597.50

Approved by:

(Signature)
ARREY A. PEREZ
Manager, Financial Management Services Dept.

(Signature)
ELEANOR L. ATIENZA
VP Corporate Services Group

Recommended by:

(Signature) 05/30/13
NANCY V. PAJE
Manager, Procurement & Property Mgmt. Dept.

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 RA9184.
I further certify that the above prices, which were quoted in the Price Quotation Request (PQR), 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 MAY 30, 2013

(Signature)
Printed Name and Signature of Authorized Representative

(The Supplier shall sign and return the acknowledgement copy to BCDA-Procurement or through fax within seven (7) calendar days after issuance.)



Bases Conversion and Development Authority

NOTICE TO PROCEED

30 May 2013

MS. MARLYN BALDEDARA

Account Representative

ST. FRANCIS BIBLES, INC.

G/F St. Francis Square

Julia Vargas, Ortigas St.

Mandaluyong City

Dear **Ms. Baldedara:**

The attached Purchase Order (PO) No. 2013-05-004057 having been approved, notice is hereby given to **ST. FRANCIS BIBLES, INC.** to proceed with the supply and delivery of various school supplies as per the said PO, within five (5) 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