


**PURCHASE ORDER
DILG REGION 1**

SUPPLIER: MSN Consumer Goods Trading		Purchase Order No. 2023-04-117			
Address : <u>City of San Fernando, La Union</u>		Date : MARCH 23, 2023 <i>h</i>			
TIN : _____		Mode of Procurement : _____			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : _____		Delivery Term : _____			
Date of Delivery: 15 working days		Payment Term : _____			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	rms	A4 Bond Paper (subs 20, 80 gsm	30	270.00	8,100.00
2	pc	Portable printer (WF100, Builtin battery, wireless connection)	1	18,500.00	18,500.00
3	rolls	Scotch tape 2inches	10	45.00	450.00
4	rolls	Scotch tape 1 inch	10	35.00	350.00
5	rolls	Masking tape 2 inches	10	35.00	350.00
6	rolls	Masking tape 1 inch	10	89.00	890.00
7	rolls	Duct tape 1 inch	5	65.00	325.00
8	rolls	Packaging Tape	5	45.00	225.00
9	rolls	Souble sided tape 1 inch	10	35.00	350.00
10	box	Paper clip (50mm colored plastic)	11	40.00	440.00
11	pcs	Correction tape (15m)	45	42.00	1,890.00
12	pcs	Cutter (big durable)	10	54.00	540.00
13	box	Binder Clip (3/4 inch)	47	40.00	1,880.00
14	box	Binder Clip (1 inch)	50	50.00	2,500.00
15	pcs	Sign Pen (0.5 black)	30	65.00	1,950.00
16	pcs	Sign Pen (0.5 red)	30	65.00	1,950.00
17	pcs	Sign Pen (0.5 blue)	30	65.00	1,950.00
18	packs	Post-it Note(3 x 1 inches colored assorted, pack of 3)	4	55.00	220.00
19	bot	Stamp Pad ink (type trodat, color black)	1	320.00	320.00
20	bot	Epson ink 664 - black	10	350.00	3,500.00
21	bot	Epson ink 003 - black	30	280.00	8,400.00
22	bot	Dishwashing liquid - 2 liters	10	75.00	750.00
23	pcs	Scotch brite (smoth and rough side by side)	5	115.00	575.00
24	pcs	Garbage bag (big)	5	120.00	600.00
25	pack	Tissue (2 ply, 12pcs per pack)	10	110.00	1,100.00
		TOTAL			58,105.00
Total Amount in Words:		Fifty Eight Thousand One hundred five pesos			
<p>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 every day of delay shall be imposed on the undelivered item/s.</p>					
Conforme:		Very truly yours,			
<u>MARY ROSU</u> Signature over Printed Name of Supplier <u>5-3-23</u> Date		 AGNES A. DE LEON, CESO V Signature over Printed Name of Authorized OIC-Regional Director Designation			
Fund Cluster : _____ Funds Available : _____ MERCEDES C. LLANES Signature over Printed Name of Chief Budget Officer		ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____			



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1
Regional Office I

Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE TO PROCEED

March 24, 2023

ROLANDO ROMAN VILLALON CACAPIT II

Authorized Representative
MSN Consumer Goods Trading
Dahlia St. Capitol View Subdivision, Poro
City of San Fernando, La Union


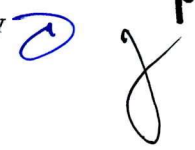
Dear Mr. Cacapit II:

With the attached **PURCHASE ORDER** having been approved, you are hereby notified to provide **Supplies for the Workshop on Criteria of Subaybayani Awarding CY 2023 cum 1st Quarter Meeting on RMBE and LGSF Projects** to DILG Regional Office 1, Sevilla, City of San Fernando, La Union.

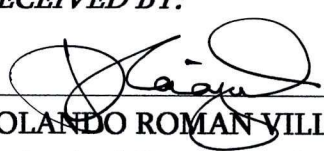
Likewise, you are responsible for performing the required services under the terms and conditions of the Purchase Order, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG 1 and
Head of Procuring Entity 

RECEIVED BY:


ROLANDO ROMAN VILLALON CACAPIT II
Authorized Representative
MSN Consumer Goods Trading
Dahlia St. Capitol View Subdivision, Poro
City of San Fernando, La Union

"Matino, Mahusay at Maaasahan"

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



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NOTICE OF AWARD

March 22, 2023

ROLANDO ROMAN VILLALON CACAPIT II

Authorized Representative
MSN Consumer Goods Trading
Dahlia St. Capitol View Subdivision, Poro
City of San Fernando, La Union



Dear Mr. Cacapit II:

We are pleased to inform you that your quotation amounting to **Fifty Eight Thousand One Hundred Five Pesos Only (P58,105.00)** for the **Procurement of Supplies for the Workshop on Criteria of Subaybayani Awarding CY 2023 cum 1st Quarter Meeting on RMBE and LGSF Projects** has been determined to be the Single Calculated and Responsive Bidder (SCRB).

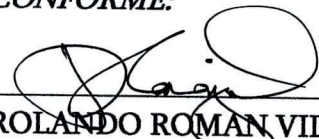
You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG R1 and
Head of Procuring Entity 

CONFORME:


ROLANDO ROMAN VILLALON CACAPIT II
Authorized Representative
MSN Consumer Goods Trading
Dahlia St. Capitol View Subdivision, Poro
City of San Fernando, La Union



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 1

Aguila Road, Sevilla, City of San Fernando, La Union
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BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2023-14

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF SUPPLIES FOR THE WORKSHOP ON CRITERIA OF SUBAYBAYANI AWARDING CY 2023 CUM 1ST QUARTER MEETING ON RBME AND LGSF PROJECTS

WHEREAS, as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness governing this Act;

WHEREAS, the Procuring Entity intends to procure **Supplies for the Workshop on Criteria of Subaybayani Awarding CY 2023 Cum 1st Quarter Meeting on RBME and LGSF Projects** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **Fifty-Eight Thousand Five Hundred Fifty-Eight Pesos (Php58,558.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **March 15-21, 2023**;

WHEREAS, the BAC scheduled the opening of bids on March 21, 2022;

WHEREAS, Three (3) Suppliers provided Requests for Quotation/ submitted intention to participate in the procurement activity, namely Arlen Specialized Goods Trading, Emberly Enterprises, and MSN Consumer Goods Trading;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only MSN Consumer Goods Trading submitted complete eligibility requirements and quotation;

WHEREAS, below is the result of the opening and evaluation of bids:

SUPPLIER	Valid Business/ Mayor's Permit	Latest Income/ Business Tax Return/Tax Clearance Certificate	PhilGeps Reg. No.	Bid Amount
Arlen Specialized Goods Trading	/	X	/	Incomplete eligibility requirements submitted
Emberly Enterprises	X	X	X	No eligibility requirements submitted
MSN Consumer Goods Trading	/	/	/	Php58,105.00

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare **MSN Consumer Goods Trading** as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **Fifty-Eight Thousand One Hundred Five Pesos (Php58,105.00)**
- To recommend to the HOPE the award of contract to the SCRB.

RESOLVED, to furnish the **Project Development and Management Unit and Finance and Administrative Division** a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, March 21, 2023 via Hybrid Conference.

Certified Correct:

ALETHEA A. CEDO

Head, BAC Secretariat

ATTY. CHESTER S. CAYABAS-DIWAS

BAC Member

ENGR. SHARWIN M. SANGEL

BAC Member

Attested by:

LESLIE CAROL L. ISIP

BAC Member

SHEEN MARK C. PAGADUAN

BAC Member/ End User

LILY-ANN Z. VICTORIO

BAC Member

BENEDICTA M. BARNACHEA

BAC Vice Chairperson/ Presiding Officer

PEDRO D. GONZALES

BAC Chairperson

APPROVED / DISAPPROVED:

AGNES A. DE LEON, CESO V

OIC-Regional Director/ HOPE

"Matino, Mahusay at Maaasahan"

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 Agulla Rd., Barangay Sevilla, City of San Fernando, La Union

Document Code		
FM-QP-DILG-AS-RO-10-06		
Rev. No.	Eff. Date	Page
00	06.15.21	1 of

RFQ NO. 2023-03-ABC: Php 58,558.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
Small Value Procurement

AOQ No. 2023-03-09
Date : March 21, 2023
Time: 02:01 PM

Item	Item/Description	ABC	Qty.	Unit	Arlen Specialize Goods Trading	Emberly	MSN Consumer Goods Trading
1	Supplies for the Workshop on Criteria of Subaybayani Awarding CY 2023 Cum 1st Quarter Meeting on RBME and LGSF Projects	58,558.00	1	lot	Incomplete eligibility requirements	No eligibility requirements submitted.	58,105.00
	PR No. 2023-03-090 Date Received: <u>March 14, 2023</u> PUR: For the conduct of Workshop on Criteria of Subaybayani Awarding 2023 cum 1st Quarter Meeting on RBME and LGSF						
	ELIGIBILITY REQUIREMENTS						
	*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.						
	Valid Business/ Mayor's Permit				/	X	/
	Latest Income/Business Tax Return/Tax Clearance Certificate				X	X	/
	PhilGeps Reg. Number				/	X	/

REMARKS:

Award is hereby recommended to be given to **MSN Consumer Goods Trading** which is the single calculated and responsive bid.

OTHERS:

ENGR. SHARVON M. SANGEL
 BAC Member

LILY ANNE VICTORIO
 BAC Member

LESLIE CAROL L. ISIP
 BAC Member

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

SHEEN MARK G. PAGADUAN
 End User

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

PEDRO D. GONZALES
 BAC Chairperson

APPROVED BY:

AGNES A. DE LEON, CESO V
 OIC-Regional Director / HOPE