

PURCHASE REQUEST

DBM - GPPB-TSO

Agency

Dept. Capacity Development Division PR No.: 2015-009 Date: March 4, 2015

Section _____ SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
		Photocopying and Softbinding of Handouts for the Three (3) Batches of Training on RA 9184 and its IRR	150 sets	150.50	22,575.00

Purpose: To be distributed to participants during the Training on RA 9184 and its IRR on 18-19 March, 15-16 April and 6-7 May, 2015

Signature:

Printed Name:

Designation:

Requested by:


JOCELYN B. BESLIG

PMO IV

Approved by:


MELISSA SANTIAGO-YAN

OIC-Head,CDD

**Photocopying and Soft-binding of Handouts for the Three (3) Batches
of Training on RA 9184 and its IRR**

TECHNICAL SPECIFICATIONS:

I. Photocopying of presentation slides, program, evaluation forms and notes page

- a. No. of pages: 130-170 pages (double-sided/back to back)per set
- b. No. of sets: 150
- c. Size of Paper: A4
- d. Paper Color: Plain white
- e. Weight: at least 56 gsm
- f. Black and white photocopying

II. Soft Binding of Materials

- a. Material to be bound consists of 130-170 sheets which include:
 - i. Program of Activities
 - ii. 7 module presentations
 - iii. Two (2) sheets of notes page inserted after each module
 - iv. Partition page inserted in the beginning of each module

b. Color of cover page: BLUE

c. Provide BLUE partition page every after module

III. Delivery:

Can deliver the goods within 3 days upon receipt of materials to be reproduced and bound



Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE



NOTICE OF AWARD

20 March 2015

MR. ALEX S. ABALOS
AJ & TJ PRINTING
2093 C.M. Recto Ave.
Sampaloc, Manila


Dear Mr. Abalos:


We are pleased to inform you that your quotation for the procurement of **Photocopying and Soft Binding of Training Handouts** with corresponding bid price of **Eighteen Thousand Seven Hundred Fifty Pesos (Php18,750.00)** has been determined to be the lowest calculated and responsive quotation.

A Purchase Order shall be issued at the soonest possible time, unless a request for reconsideration by any of the unsuccessful bidders filed within the period prescribed under Section 55.1 of the Implementing Rules and Regulations of Republic Act 9184 is found meritorious.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,


DENNIS S. SANTIAGO
Executive Director V

Received By: 

Alex Abalos
(Signature above printed name)

3/24/15
(Date and Time of receipt)

**Kindly fax to sender to acknowledge receipt*

PURCHASE ORDER

DBM - GPPB-TSO

Agency

Supplier: <u>AJ & TJ Printing</u> Address: <u>2093 C. M. Recto Ave., Sampaloc, Manila</u> TIN: <u>286-170-356-000</u>	P.O. No.: <u>003-2015</u> Date: <u>20 March 2015</u> Mode of Procurement: <u>SVP - Section 53.9</u>
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

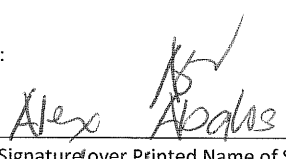
Place of Delivery: <u>Unit 2506, Raffles Corporate Center, F. Ortigas Jr. Rd., Ortigas Center, Pasig City</u>	Delivery Term: _____
Date of Delivery: Within three (3) days upon receipt of materials to be bound and reproduced	Payment Term: <u>Full payment through ADA upon complete delivery</u>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	set	Photocopying and Soft Binding of Training Handouts I. Photocopying of presentation slides, program, evaluation forms and notes page • No. of Pages: 130-170 pages (double-sided/back-to-back) • No. of Sets: 150 • Size of Paper: A4 • Paper Color: White • Weight: at least 56 gsm • Black and white photocopying II. Soft Binding of Materials • Material to be bound consists of 130-170 sheets which include: i. Program of Activities ii. 7 module presentations iii. Two (2) sheets of notes page inserted after each module iv. Blue partition page inserted in the beginning of each module • Color of cover page: Blue • Title printed on the cover page *****nothing follows*****	150	125.00	18,750.00

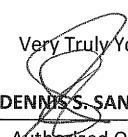
(Total Amount in Words) **Eighteen Thousand Seven Hundred Fifty Pesos Only** **18,750.00**

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.

Conforme:


 Signature over Printed Name of Supplier
3/26/15
 Date

Very Truly Yours,


DENNIS S. SANTIAGO
 Authorized Official

Funds Available: <u>KRISTINE DALE T. CORPUZ</u> Chief Accountant	ALOBS No.: _____ Amount: _____
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