



Philippine Rice Research Institute

PHILRICE Agusan | Basilisa, RTRomualdez, 8611 Agusan del Norte
Tel: (085) 343-0778 | Fax: (085) 343-0768

Quality Rice. Quality Life.

NOTICE OF AWARD

October 29, 2021

MS. ELIT SONGCAYA

Officer In-Charge
Sungold Commercial
P. Burgos St., Butuan City

Dear Ms. Songcaya:

We are pleased to inform you that PhilRice Agusan awarded you the procurement of the following with reference to your quotation for PR Number 21-10-0714:

PARTICULARS	DEPT/ OFFICE	TOTAL AMOUNT
Supply & Delivery of 1 Lot Common Office Supplies and Equipment for 3rd & 4th Quarter		
Alcohol,ethyl,68%-70%,scented (500ml), 120 bottles		Php 13,200.00
Alcohol,ethyl,68%-70%,scented, 50 gallons		25,000.00
Clip,Backfold,all metal,clamping:19mm (-1mm), 10 boxes		220.00
Correction Tape, film-based type,UL 6m min, 20 pieces		380.00
Envelope,Expanding,Kraftboard, for legal size doc, 1 box		1,200.00
Hand Sanitizer, 500ml, 50 bottles		9,750.00
Note Pad,stick on, 50mmx76mm (2"x3") min, 30 pads		600.00
Paper, Multipurpose (copy) A4, 70gsm, 50 reams		8,500.00
Paper, Multipurpose (copy) Legal, 70gsm, 50 reams		9,250.00
Sign Pen,Black,liquid gel ink, 0.5mm needle tip, 36 pieces		756.00
Sign Pen,Blue,liquid gel ink, 0.5mm needle tip, 24 pieces		504.00
Staple Wire, Standard (26/6), 10 boxes		350.00
Toilet Tissue Paper, 2-ply sheet, 150 pulls (12's), 20 packs		3,100.00
Trashbag, plastic, transparent (Large), 20 rolls		1,000.00
	TOTAL	Php 73,810.00

We shall send an approved Purchase Order for the said project at the soonest possible time.



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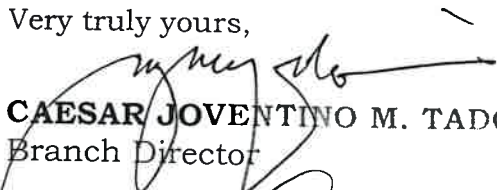
Quality Rice. Quality Life.

Please acknowledge receipt of this Notice by signing the conforme portion in the space provided below and re-fax or email back to us at mcp.olofernes@philrice.gov.ph within two (2) days from receipt hereof.

For any queries, please coordinate with the Procurement and Property Management Division at telephone number (085) 343-0768.

Thank you very much.

Very truly yours,


CAESAR JOVENTINO M. TADO

Branch Director

Conforme:


EMT SONG CAYRA

SIGNATURE OVER PRINTED NAME

Sungold Commercial

Date and Time of Receipt: 12-2-21

PURCHASE ORDER**Philippine Rice Research Institute - Agusan**Basilisa, Remedios T. Romualdez, Agusan del Norte
Telefax (085) 343-0768, Direct Line (085) 818-4477Supplier **SUNGOLD COMMERCIAL**P.O. No. **2-11-0498**

November 02, 2021

Address **P. Burgos St., Butuan City**

Reference: PR No.

21-10-0714

Mode of Procurement:

NP-SVP

Gentlemen:

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

Place of Delivery **Pick-Up**Date of Delivery **7 CD upon receipt of PO/NTP**Delivery Term: **Pick-Up**Payment Term: **Payable n/30 CD**

Qty	Unit	Description	Unit Cost	Amount
		Supply & Delivery of 1 Lot Common Office Supplies and Equipment for 3rd & 4th Quarter		
120	bottle	Alcohol,ethyl,68%-70%,scented (500ml)	₱ 110.00	₱ 13,200.00
50	gallon	Alcohol,ethyl,68%-70%,scented	500.00	25,000.00
10	box	Clip, Backfold, all metal, clamping: 19mm (-1mm)	22.00	220.00
20	piece	Correction Tape, film-based type, UL 6m min	19.00	380.00
1	box	Envelope, Expanding, Kraftboard, for legal size doc	1,200.00	1,200.00
50	bottle	Hand Sanitizer, 500ml	195.00	9,750.00
30	pad	Note Pad,stick on, 50mmx76mm (2"x3") min	20.00	600.00
50	ream	Paper, Multipurpose (copy) A4, 70gsm	170.00	8,500.00
50	ream	Paper, Multipurpose (copy) Legal, 70gsm	185.00	9,250.00
36	piece	Sign Pen,Black,liquid gel ink, 0.5mm needle tip	21.00	756.00
24	piece	Sign Pen,Blue,liquid gel ink, 0.5mm needle tip	21.00	504.00
10	box	Staple Wire, standard (26/6)	35.00	350.00
20	pack	Toilet Tissue Paper, 2-ply sheet, 150 pulls (12's)	155.00	3,100.00
20	roll	Trashbag, plastic, transparent (Large)	50.00	1,000.00
X-X-X-X-X nothing follows X-X-X-X-X				

(Total Amount in Words)

SEVENTY-THREE THOUSAND EIGHT HUNDRED TEN PESOS ONLY

₱

73,810.00

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. In line with the Institute's implementation of Environmental Management System, suppliers of laboratory chemicals and the like are enjoined to collect empty containers from PhilRice once the chemicals are already consumed. A submission of Material Safety Data Sheet (MSDS) is also a must otherwise the delivery will not be accepted by the end-user or the Supply & Property Unit.

As stipulated in Section 3 of Executive Order 398 suppliers shall pay taxes in full and on time, failure to do so will entitle the government to suspend payment for any goods or services delivered.

Conforme:

SUNGOLD COMMERCIAL

(Signature over printed name)

12-13-21

Date

Very truly yours,

CAESAR JOVENTINO M. TADO

Branch Director

12-2-21

Date

Requisitioning Office/Dept:

JASMIN J. REYES

Authorized Official

12-1-21

Date

Funds-Available:

JOBELLE O. SARATE

Accountant II

12-2-21

Date

BUR/ORS No.:

BUR/ORS Date:

Amount

₱

73,810.00



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NOTICE TO PROCEED

November 02, 2021

MS. ELIT SONGCAYA

Officer In-Charge
Sungold Commercial
P. Burgos St., Humabon,
Butuan City

Dear Ms. Songcaya:

With the approval of the attached Purchase Order (PO) No. 21-11-0498 we are pleased to inform you that contract between PhilRice and Sungold Commercial may commence effective three (3) days after receipt of this Notice.

In relation thereto, you are hereby responsible for performing the services or delivering the goods under the terms and conditions of the Purchase Order.

Please acknowledge receipt of this Notice by signing the space provided below and re-fax or email back to us at mcp.olofernes@philrice.gov.ph or courier to the Philippine Rice Research Institute, Procurement and Property Management Division.

Thank you very much.

Very truly yours,


CAESAR JOVENTINO M. TADO
Branch Director

ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: 12-13-21

Name of the Representative of the Bidder: ELIT SONGCAYA

Authorized Signature: _____