



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

November 09, 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 21-10-0743:

PARTICULARS	DEPT/ OFFICE	TOTAL AMOUNT
Supply & Delivery of Various Office Supplies for Techno Demo Activities		
Certificate Paper, A4 (Canon; 20's), 50 packs	RCEF	Php 2,250.00
Certificate Frame, A4, 250 pieces		21,250.00
Bond Paper (sub 20), A4, 50 reams		8,500.00
Bond Paper (sub 20), Legal, 50 reams		9,250.00
Expanding Folder (green), 50 pieces		750.00
Eraser, 50 pieces		600.00
	TOTAL	Php 42,600.00

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

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:

SIGNATURE OVER PRINTED NAME

Sungold Commercial

Date and Time of Receipt: 11-9-21

PURCHASE ORDER

Philippine Rice Research Institute - Agusan
Baslisa, Remedios T. Romualdez, Agusan del Norte
Telefax (085) 343-0768, Direct Line (085) 818-4477

Supplier **SUNGOLD COMMERCIAL**

P.O. No. **21-11-0579**

November 10, 2021

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

Reference: PR No.

21-10-0743

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

Delivery Term:

Pick-Up

Payment Term:

Payable n/15 CD

Qty	Unit	Description	Unit Cost	Amount
Supply & Delivery of Various Office Supplies for Techno Demo Activities				
50	pack	Certificate Paper, A4 (Canon; 20's)	P 45.00	P 2,250.00
250	piece	Certificate Frame, A4	85.00	21,250.00
50	ream	Bond Paper (sub 20), A4	170.00	8,500.00
50	ream	Bond Paper (sub 20), Legal	185.00	9,250.00
50	piece	Expanding Folder (green)	15.00	750.00
50	piece	Eraser	12.00	600.00
<i>x-x-x-x nothing follows x-x-x-x-x</i>				

(Total Amount in Words)

FORTY-TWO THOUSAND SIX HUNDRED PESOS ONLY

P

42,600.00

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:

Very truly yours,

SUNGOLD COMMERCIAL

(Signature over printed name)

11-17-21

Date

CAESAR JOVENTINO M. TADO

Branch Director

11-15-21

Date

Requisitioning Office/Dept:

Funds Available:

JASMIN J. REYES

Authorized Official

11-11-21

Date

JOBELLE O. SARATE

Accountant II

11-15-21

Date

BUR/ORS No.:

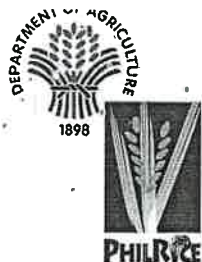
BUR/ORS Date:

Amount

P

42,600.00

Done



Philippine Rice Research Institute

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NOTICE TO PROCEED

November 10, 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. 21-11-0539 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: 11-17-21

Name of the Representative of the Bidder: _____

Authorized Signature: _____