



NOTICE OF AWARD

Date: FEB 10 2023

JOLAN G. SILLOTE
Authorized Representative
ZION INK RETAILING
P-5,
Bading,
Butuan City

Dear Sir/Madam,

We are pleased to inform you that PhilRice awarded you the procurement of the following with reference to your quotation for PR Reference Number 2023-01-0012, 2023-01-0014, 2023-01-0016, 2023-01-0017, .

PARTICULARS	DEPT/OFFICE	TOTAL AMOUNT
Supply & Delivery of Office Supplies and Equipment for Admin Office for the 1st Quarter 2023	Administrative Support Division (ADMIN)	Php100,889.00

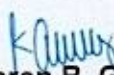
We shall send an approved Purchase Order for the said project at the soonest possible time.

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 three (3) days from receipt hereof.

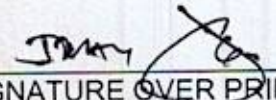
For any queries, please coordinate with the Procurement Management Unit (PMU) at telephone number 09088808976.

Thank you very much.

Very truly yours,


Kharen R. Galvez
AO II

Conforme:

 **SILLOTE**
SIGNATURE OVER PRINTED NAME
ZION INK RETAILING



Philippine Rice Research Institute
Agusan Branch Station
Basilisa, RTRomualdez, 8611 Agusan del Norte

Quality Rice. Quality Life.

2/13/23

Date and Time of Receipt

A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk



DA-PhilRice Agusan Branch Station, Basilisa, RTRomualdez, 8611 Agusan del Norte
Telefax: (85) 806-0463; Tel.: (85) 806-0463, -0462, -0464 Email: agusan.station@philrice.gov.ph
PhilRice Field Office CMU, Sayre Highway, Musuan, Maramag, Bukidnon
Mobile no.: 0909-822-9813 Email: E-mail: philricefocmu.2019@gmail.com
NOA Control No.: 2023-02-0005 (C)

PURCHASE ORDER

Page 1 of 2

Supplier Address	ZION INK RETAILING P-5, Bading, Butuan City			PO No.	2023-02-0020	
				Date	FEB 15 2023	
TIN	768-979-750-000	Mode of Procurement	Shopping - Ord/Reg Ofc S & E (Sec 52.1b)			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:						
Place of Delivery	Basilisa, RTRomualdez, 8611 Agusal del Norte		Delivery Term	FOB Destination		
Date of Delivery	within 30 calendar day(s) upon receipt of purchase order		Payment Term	Payable n/30		
Item Code	Item Description	Unit	Qty	Cost	Amount	
104040100001-003-02	Battery, Dry cell, AA, 2 pcs/blister pack everyday	pack	10	44.00	440.00	
104040100001-003-03	Battery, Dry cell, AAA, 2 pcs/ blister pack everyday	pack	10	78.00	780.00	
104040100001-020-03	Film, Carbon film, PE, black, size 216mm x 330mm	box	1	205.00	205.00	
104040100001-033-22	Paper, Plain paper copier, legal, min 80gsm. 216 x 330 mm	ream	20	268.00	5,360.00	
104040100001-035-01	Pencil, Pencil lead, w/ eraser, wood cased, hardness: HB	box	5	83.00	415.00	
104040100001-040-01	Sign pen, Black, liquid/gel ink, 0.5 mm needle tip my gel	piece	60	28.00	1,680.00	
104040100002-015-01	Toner cartridge, Toner cartridge, HP CE285A HP toner original	piece	5	7,150.00	35,750.00	
104049900001-002-01	Alcohol, Ethyl alcohol, 68%-70%, Scented, 500ml per piece, branded alcogence	piece	120	113.00	13,560.00	
104049900001-003-03	Broom, Stick broom (TING-TING), usable length: 760mm min	piece	10	33.00	330.00	
104049900001-018-01	Sanitizing agent, Disinfectant spray, aerosol type, 400-550g/can, branded	can	10	495.00	4,950.00	
104049900001-021-02	Soap, Liquid Hand soap,with moisturizer, 1 gallon per piece, branded	piece	3	445.00	1,335.00	
104049900001-022-01	Tissue paper, Toilet tissue paper, 2 ply sheets, virgin pulp, 12 rolls/pack	pack	60	142.00	8,520.00	
104049900001-023-01	Trash bag, Trash bag, black, 37in x 40in, 10 pcs /roll	roll	5	62.00	310.00	
104049900007-108-02	Tape, Electrical tape, black	piece	10	43.00	430.00	
104040100002-015-35	Toner cartridge, HP, CF217A HP original	piece	3	6,450.00	19,350.00	
104040100001-040-05	Sign pen, Green, liquid/gel ink, 0.5mm needle tip mygel	piece	12	28.00	336.00	
104040100001-033-57	Paper, Multi-purpose Letter, 70 gsm	ream	5	218.00	1,090.00	
104049900001-005-17	Cleaning agent, Dish Washing, paste	piece	20	63.00	1,260.00	
104049900007-086-07	PPE, Mask	box	76	63.00	4,788.00	
Amount in Words	One Hundred Thousand Eight Hundred Eighty Nine Pesos And Zero Centavos					100,889.00

PURCHASE ORDER

Page 2 of 2

Supplier Address	ZION INK RETAILING P-5, Bading, Butuan City		PO No.	2023-02-0020
TIN	768-979-750-000	Mode of Procurement	Shopping - Ord/Reg Ofc S & E (Sec 52.1b)	
			Date	FEB 15 2023

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

Place of Delivery	Basilisa, RTRomualdez, 8611 Agusal del Norte	Delivery Term	FOB Destination	
Date of Delivery	within 30 calendar day(s) upon receipt of purchase order	Payment Term	Payable n/30	
Item Code	Item Description	Unit	Qty	Cost
				Amount

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:

JOLAN - G SURE
Signature over Printed Name of Supplier
2-00-23
Date

Very truly yours,
Gerardo F. Estoy, Jr.
Authorized Official
FEB 16 2023
Date

Funds Available:

Jobelle O. Sarate
Accountant II
FEB 15 2023
Date

ORS No.

2023-02-000123

ORS Date

2023-02-15

AMOUNT

100,889.00



NOTICE TO PROCEED

JOLAN G. SILLOTE
Authorized Representative
ZION INK RETAILING
P-5, Bading, Butuan City

Dear Sir/Madam,

In accordance with our signed Purchase Order/Contract, notice is hereby given to ZION INK RETAILING to proceed with the Supply & Delivery of Office Supplies and Equipment for Admin Office for the 1st Quarter 2023 under PO # 2023-02-0020. We will be expecting delivery of the items indicated in the PO not later than Within 30 calendar days upon receipt of PO/NTP.

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

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Kindly return a signed copy thru fax (09088808976), email (mcp.olofernes@philrice.gov.ph), or courier to the Philippine Rice Research Institute, Administrative Support Division.

Thank you very much.

Very truly yours,


Kharen R. Galvez
AO II

ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: 2/20/23

Name of the Representative of the Bidder: Jolan G. Silote

Authorized Signature: 

For Contract Management Use Only

☐ Issued/Served ☐ Conformed ☐ Delivery Confirmed ☐ Database Updated