

Republic of the Philippines  
 DEPARTMENT OF BUDGET AND MANAGEMENT  
 PROCUREMENT SERVICE - PhilGEPS

PS-DBM Complex  
 Cristobal St., Paco  
 Metro Manila  
 Tel. Nos 563-93-61  
 689-7750 loc. 4020

**CONTRACT/PURCHASE ORDER**

No. **1601836 -**

To: **ADVANCE PAPER CORPORATION**  
 47 Rodriguez Drive, Jordan Valley Villag  
 Caloocan City  
 Metro Manila

Date December 09, 2016  
 Reference: **PUBLIC**  
**BIDDING No.** PB# 15-151-2B  
 Date of PB: 11/12/2015

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
1	FOLDER, FANCY, for legal size documents, thickness: 0.24mm min, with plastic grip of 13mm min, with embossed border design on the front cover, size: 225mm x 345mm, thickness of plastic grip 0.84mm min, assorted colors (blue, maroon, red, green, orange, yellow, peach and violet), 50 pieces per bundle  (Note: For complete and detailed specifications, please refer to the attached Evaluation Report which form part of this Purchase Order.)  -Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference: R.A. 9337 Revenue Regulation Nos. 16-05, 14-02, 12-01 & 2-98 -Delivery shall conform with the minimum labeling requirements under R.A. 7394 -A warranty covered by either retention money or special	1,201	BUNDLE	275.00	330,275.00

*1209-1836*

TOTAL AMOUNT ₱ 330,275.00

PLACE OF DELIVERY:

PS Main Warehouse, PS Complex, RR Road  
 Cristobal St., Paco, Manila

DELIVERY INSTRUCTIONS:

December 19, 2016 9-11AM

FUNDS AVAILABILITY CERTIFIED BY:

*lso* ALLAN RAUL M. CATALAN

ACCOUNTANT

DATE

AUTHORIZED BY:

*RDY* BINGLE B. GUTIERREZ

DIRECTOR

12.13.16  
DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

ADVANCE PAPER CORPORATION

NAME OF SUPPLIER

Ms. Amelia Escudero

AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

DATE RECEIVED

DUE DATE

COPY FOR SUPPLIER



Republic of the Philippines  
 DEPARTMENT OF BUDGET AND MANAGEMENT  
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 689-7750 loc. 4020

# CONTRACT/PURCHASE ORDER

No. **1601836**

To: **ADVANCE PAPER CORPORATION**  
 47 Rodriguez Drive, Jordan Valley Villag  
  
 Caloocan City  
 Metro Manila

Date December 09, 2016  
 Reference: PUBLIC  
 BIDDING No. PB# 15-151-2E  
 Date of PB: 11/12/2015

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
	bank guarantee equivalent to at least 10% of the payment on the contract price shall be required for a period of three (3) months after the end-user's acceptance. -The inspections and tests that will be conducted shall be in accordance with Section VII. Technical Specifications. -For PS STOCKS -Repeat Order				

12-09-1836

TOTAL AMOUNT ₱ **330,275.00**

**PLACE OF DELIVERY:**

PS Main Warehouse, PS Complex, RR Road  
 Cristobal St., Paco, Manila

**DELIVERY INSTRUCTIONS:**

December 19, 2016 9-11AM

**FUNDS AVAILABILITY CERTIFIED BY:**

ALLAN RAUL M. CATALAN  
 ACCOUNTANT

DATE

**AUTHORIZED BY:**

BINGLE B. GUTIERREZ  
 DIRECTOR

DATE

12.13.16

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

**ADVANCE PAPER CORPORATION**  
 NAME OF SUPPLIER

Ms. Amelia Escudero  
 AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

DATE RECEIVED

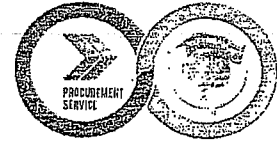
DUE DATE

COPY FOR: SUPPLIER



1601936-149

Republic of the Philippines  
Department of Budget and Management  
**PROCUREMENT SERVICE**  
RR Road, Cristobal Street, Paco, Manila, Philippines 1007  
Trunk line: 889-7750



## NOTICE OF AWARD

December 7, 2016

NOA No.: BAC2016-307  
Resolution No.: BAC2-2016-11-29

*L. And*  
PD PS DEM 9DEC'16 9:41

**MR. ILLUMINADO DE CASTRO IV**  
**ADVANCE PAPER CORPORATION**  
47 Rodriguez Drive, Jordan Valley Village,  
Baesa, Caloocan City

Dear Mr. De Castro:

This is to inform you that the **Bids and Awards Committee (BAC)** of the Procurement Service has recommended the award of contract in your favor for **PE 15-151-2E: Supply and Delivery of Paper Products for the Procurement Service for Lot No. 4** under Alternative Method of Procurement-Repeat Order and you are hereby issued this **NOTICE OF AWARD**:

LOT NO.	ITEM/ S	QTY/ UNIT	UNIT PRICE	TOTAL AMOUNT
5	FOLDER, FANCY, Legal, 50 pieces per bundle	1,201 bundles	₱ 275.00	₱ 330,275.00

Delivery Instructions:

*With a lead time of Seven (7) Calendar Days upon receipt of Purchase Order.*

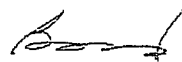
### INSTRUCTIONS:

Please sign the attached Contract/Purchase Order if you have no corrections to the contents of this NOTICE OF AWARD (NOA) and submit Performance Security within five (5) calendar days from receipt hereof. The original copy of the NOA

NOA No.: BAC2016-307

and all copies of the Contract/PO shall be returned to the Procurement Service. Failure to sign and return the documents within the abovementioned period may result in the cancellation of the award.

Very truly yours,



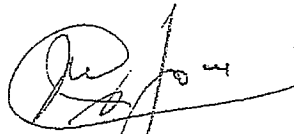
**BINGLE B. GUTIERREZ**

*Executive Director*

NOA No. BAC2016307

CONFORME:

  
\_\_\_\_\_  
PRINTED NAME/POSITION

  
\_\_\_\_\_  
SIGNATURE

12-8-14  
DATE



Republic of the Philippines  
Department of Budget and Management  
PROCUREMENT SERVICE  
BIDS AND AWARDS COMMITTEE



**RESOLUTION NO. BAC2-2016-11-29**

**RESORTING TO REPEAT ORDER**

**WHEREAS**, the Procurement Service has conducted public bidding for the *Supply and Delivery of Paper Products for Procurement Service under PB No. 15-151-2E which includes FOLDER, FANCY, legal;*

**WHEREAS**, an Ordering Agreement (OA-028-16) was executed and awarded in favour of **Advance Paper Corporation**, as results of the abovementioned public bidding, the details of which are the following:

Description	Qty	Unit Price	Total Price
FOLDER, FANCY, legal, 50 pieces per bundle	4,805 bundles	Php 275.00	Php 1,321,375.00

**WHEREAS**, the quantity in the Ordering Agreement was fully exhausted;

**WHEREAS**, the Procurement Service has determined the need to replenish the goods procured under said Ordering Agreement given the expected purchase request from different government agencies for the same item;

**WHEREAS**, Section 10 of the IRR of R.A. 9184 states that "All procurement shall be done through competitive bidding, except as provided in Rule XVI of this IRR";

**WHEREAS**, Rule XVI, Section 51 provides that:

Repeat Order, when provided for in the APP, is a method of procurement of Goods from the previous winning bidder, whenever there is a need to replenish goods procured under a contract previously awarded through Competitive Bidding. Repeat orders shall likewise be subject to the following conditions:

- a) Unit prices of the repeat order must be the same as or lower than those in the original contract: Provided, That such prices are still the most advantageous to the GoP after price verification;
- b) The repeat order will not result in splitting of contracts, requisitions, or purchase orders, as provided for in Section 54.1 of this IRR;
- c) Except in cases duly approved by the GPPB, the repeat orders shall be availed of only within six (6) months from the date of the Notice to Proceed arising from the original contract: Provided, That there has been a partial delivery, inspection and acceptance of the goods within the same 6-month period; and
- d) Repeat orders shall not exceed twenty-five percent (25%) of the quantity of each item in the original contract.

**WHEREAS**, the IRR allows *Repeat Order*, an alternative method of procurement, subject to the conditions stated under Section 51;

**WHEREAS**, the Procurement Service has determined that conditions under Section 51 are present or that it complies with the same, to wit:

- a) The price as awarded is the same price to be awarded in this repeat order and that the price is still advantageous to the government;
- b) The repeat order is being made as there is new demand for the item, and without intent to circumvent any provision of R.A. 9184 and its IRR;
- c) The last Notice to Proceed (Delivery Order Contract in this case) under OA-028-16 was issued on September 22, 2016; and
- d) The quantity under the repeat order is 25% of the quantity under OA-028-16.

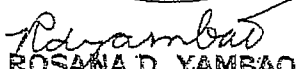
**WHEREAS**, the Procurement Service has determined that resort to *Repeat Order* is proper, economical, and efficient under the present circumstances;

**NOW, THEREFORE**, We, the Members of the DBM-PS Bids and Awards Committee-II hereby RESOLVE, as it is hereby RESOLVED, to recommend to the Head of the Procuring Entity, EXEC. DIR. BINGLE B. GUTIERREZ, the award of contract to **Advance Paper Corporation**, for the *Supply and Delivery of Paper Products for Procurement Service under PB No. 15-151-2E which includes FOLDER, FANCY, legal* with the following details and pursuant to the provision of Section 51 of the revised IRR of R.A. 9184:

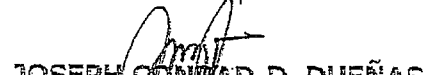
Description	Qty	Unit Price	Total Price
FOLDER, FANCY, legal, 50 pieces per bundle	1,201 bundles	Php 275.00	Php 330,275.00

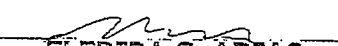
**RESOLVED**, at the PS Conference Room B, PS Complex, RR Road, Cristobal Street, Paco, Manila, this 1<sup>st</sup> day of December, 2016.

  
**JOELE H. EAYTE**  
 Chairperson

  
**ROSANA D. YAMBAO**  
 Regular Member

*On Leave*  
**JULIETA M. LOZANO**  
 Vice-Chairperson

  
**JOSEPH CONRAD D. DUEÑAS**  
 Provisional Member

  
**FLERIDA G. ARIAS**  
 AdHoc Member to the BAC

Approved by: 

**EXEC. DIR. BINGLE B. GUTIERREZ**

Head of the Procuring Entity

Date: 12/21/16  
 aty/vgc/itf