



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 Trunkline: 657-3300 | TeleFax No. 7354979

PURCHASE ORDER NO. 2019-069

Supplier: Luxtime Inc.	Date: May 28, 2019
Address: 01170 Robinsons Magnolia Town Center, Aurora Blvd, cor Doña Hemady and Domingo Street, New Manila, Mariana NCR, Second District Quezon City	Mode of Procurement: NP-Small Value Procurement
TIN: 006-814-438-00011	

Gentlemen:
 Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery: DBM Building III	Delivery Term: C.O.D.
Date of Delivery: C.O.D.	Payment Term: C.O.D.

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	piece	Retirement Award for Assistant Secretary Amelita D. Castillo	1	₱ 43,400.00	₱ 43,400.00
C.O.D.					

(Total Amount In Words)
 Forty Three Thousand Four Hundred Pesos ₱ 43,400.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

Conforme: Cherry Genita May 31, 2019
 Signature over Printed Name of Supplier
 Date

Very truly yours,
 THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service MAD
 Authorized Official
 (Representing End User)

Funds Availability Certified by: ESPERANZA Q. IGNACIO Chief Accountant	OS No : <u>02101012019-05-1018</u> Amount : <u>₱ 43,400.00</u> Date : <u>5/29/19</u>
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Distribution of Copies:
 / / Original copy for the Supplier's Conforme
 / / Agency's Central Supply and Property Section for file
 / / COA Auditor



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

May 28, 2019

Ms. Cherry A. Genita
Luxtime Inc.
01170 Robinsons Magnolia Town Center,
Aurora Blvd, cor. Doña Hemady and Domingo Street
New Manila, Mariana NCR, Second District Quezon City

Dear Ms. Genita:


We are pleased to inform you that the Project, "*Retirement Award for Assistant Secretary Amelita D. Castillo,*" is hereby awarded to your company in the amount of Forty Three Thousand Four Hundred Pesos (P 43,400.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service MAD


Cherry Genita May 31, 2019
Conforme / Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

May 28, 2019

Ms. Cherry A. Genita
Luxtime Inc.
01170 Robinsons Magnolia Town Center,
Aurora Blvd, cor. Doña Hemady and Domingo Street
New Manila, Mariana NCR, Second District Quezon City

Dear Ms. Genita:


Per attached Purchase Order No. 2019-069, we hereby notify you that your Office may proceed with the delivery of the Project, "*Retirement Award for Assistant Secretary Amelita D. Castillo*," upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,


THEA MARIE CORINNE F. PALARCA *MD*
Director IV, Administrative Service *MAD*


Cherry Genita May 31, 2019
Conforme / Date

**TERMS AND CONDITIONS
(PURCHASE ORDER)**


1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.
2. AWARDEE shall be responsible for the source(s) of his supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order (PO). Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the DBM Bids and Awards Committee and approved by the Secretary of Budget and Management or his duly authorized representative.
3. The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring entity's Administrative Service located at Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila, not later than 10:00 am up to 3:00 pm on the date of delivery as indicated in PO.

Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but failed to deliver the required product(s) within the time called for in the same order, he shall be extended a maximum period of fifteen (15) calendar days to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE, without prejudice to the imposition of liquidated damages. The DBM shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.
5. The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods' compliance with the technical specifications, and its order and condition, will be done in the presence of the representatives of both Supplier and Procuring Entity within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the results of the inspection conducted by the Procuring Entity shall be final and binding upon the Supplier.
6. Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under item 4 hereof.
7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/product(s) that may be discovered by the DBM within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment.
8. A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it. The Procuring Entity may also rescind the contract and impose 10% of the amount of the contract as liquidated damages, upon non-performance by the Supplier of any of its obligations under the contract

The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. The technical specifications, bid proposal and other documents required from the AWARDEE shall form part of this Purchase Order.

Accepted By:


Cherry Genita May 31, 2019
AWARDEE

REPUBLIC OF THE PHILIPPINES)
CITY OF MANILA) S.S.

BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this _____ day of _____, 2019, personally appeared _____ known to me to be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who acknowledged to me that the same is his free and voluntary act and deed and of the entity that he represents.

This Instrument refers to a _____ consisting of _____ (_____) pages including this page and its Annexes, signed by the parties and their material witnesses.

WITNESS MY HAND AND SEAL this _____ day of _____, 2019

Doc No _____;
Page No _____;
Book No _____;
Series of 2019.



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

Serial No. : 021011017019-05-001018

Date : MAY 29, 2019

Fund Cluster: 01

2019

Payee : LUXTIME INC.

Office :

Address: 00170 Robinsons Magnolia Town Center, Aurora Boulevard, cor Dona Hemady and Domingo Street,

Responsibility Center	Particulars	MFO/PAP	UACS Object Code	Amount
05EC	Payment for the Retirement Award for Assistant Secretary Amelita D. Castillo to AS-GSD. ? Ed... <i>(circled)</i>	100000 0000 000	assigned	43,400.00

SAPP no. 11 || Purchase Order no. 2019-069 43,400.00

A. Certified : Charges to appropriation /allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal

Signature : *Thea Marie Corinne F. Palarca*
 Printed Name : THEA MARIE CORINNE F. PALARCA
 Position : Director IV, AS MAD
 Date : May 28, 2019

B. Certified : Allotment available and obligated for the purpose/adjustment necessary as indicated above

Signature : *Ed Pangilinan*
 Printed Name : EDEN D. PANGILINAN
 Position : Head, Budget Division/Unit/Authorized Representative
 Date : 5-29-19

C. STATUS OF OBLIGATION

Reference			Amount				
Date	Particulars	ORS/JEV/Check/ADA/TRA No.	Obligation	Payable	Payment	Balance	
			(a)	(b)	(c)	Not Yet Due (d)	Due and Demandable (e)

ABSTRACT OF QUOTATIONS

Project Title: Retirement Award for Assistant Secretary Amelita D. Castillo

ABC: 47,740

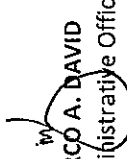
Date: May 24, 2019


Qty	Unit	Particulars	Luxtime Inc.		Offered Specifications	Alexis Watch Store		Citizen Emporium SM Manila		Tagheuer Mall of Asia Branch	
			Unit	Total		Unit	Total	Unit	Total	Unit	Total
1	pc	Retirement Award for Assistant Secretary Amelita D. Castillo	₱ 43,400.00	₱ 43,400.00	Retirement Award for Assistant Secretary Amelita D. Castillo	₱ 51,600.00	₱ 51,600.00	₱ 56,096.00	₱ 56,096.00	₱ 57,100.00	₱ 57,100.00
Total Price			₱	₱ 43,400.00		₱	₱ 51,600.00	₱	₱ 56,096.00	₱	₱ 57,100.00
Ranking				1			2		3		4
Remarks			Luxtime Inc., having the lowest calculated responsive quotation, considered as the awardee.								


Prepared by:

Reviewed by:

Approved by:


MARCO A. DAVID
 Administrative Officer II


JOYCE D. LABAO
 OIC-Chief Administrative Officer, PMD


THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service MAP



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

May 24, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

LUXTIME Inc. (Philip Stein
Robinsons Magnolia)

Tel. No. 442-6882

Fax No.

Email cherry_abat@yahoo.com

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

1	piece	Retirement Award for Assistant Secretary Amelita D. Castillo	₱ 43,400.00	₱ 43,400.00
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Total: ₱ 43,400.00

Very truly yours,

JOYCE B. LABAO
JOYCE B. LABAO
OIC-Chief Administrative Officer, PMD

Quoted by:

Reggie Serrano / Cherry Abat

Printed name & Signature

VP for Operations / Store Head

Position/Title

Canvassed by:

MARCO A. DAVID
MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through
email and confirmed. Please see
attached.

ALEXIS - MALATE
59488733853

* SHERILYN



OFFICE OF THE PHILIPPINES
BUDGET AND MANAGEMENT
Malacañang, Manila

Robinsons

May 24, 2019
Date

REQUEST FOR PRICE QUOTATION

Company

Alexis Watch Store

Tel. No. 9488733853

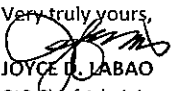
Fax No.

Email

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
1	piece	Retirement Award for Director Lorenzo C. Drapete	₱ 51,600.00	₱ 51,600.00
			Total:	₱ 51,600.00

Very truly yours,


JOYCE D. LABAO
OIC-Chief Administrative Officer, PMD

Quoted by:


Sherilyn

Printed name & Signature

Sales

Position/Title

Canvassed by:


MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979
email: mdavid@dbm.gov.ph

Remarks:

Quotation still valid under Purchase

Order 2019-046 dated 04/17/2019



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

May 24, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Citizen Emporium SM Manila

Tel. No. 522-8855

Fax No. 522-8844

Email yaoepo@yahoo.com

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
1	piece	Retirement Award for Director Lorenzo C. Drapete	₱ 56,096.00	₱ 56,096.00
			Total:	₱ 56,096.00

Very truly yours,


JOYCED LABAO

OIC, Chief Administrative Officer, PMD

Quoted by:


Eryll Sylvania

Printed name & Signature

Sales

Position/Title

Canvassed by:


MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation still valid under Purchase

Order 2019-046 dated 04/17/2019



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

May 24, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Tagheuer SM Mall of Asia

Tel. No. 9175542955 || 556-0328

Fax No.

Email

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

1	piece	Retirement Award for Director Lorenzo C. Drapete	₱ 57,100.00	₱ 57,100.00
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Total: ₱ 57,100.00

Very truly yours,

JOYCE D. LABAO
OIC/Chief Administrative Officer, PMD

Quoted by:

Joey

Printed name & Signature

Sales

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation still valid under Purchase

Order 2019-046 dated 4/17/2019



TAGHeuer
SWISS AVANT-GARDE SINCE 1860

TAGHeuer Boutiques

G/F Glorietta 4, Ayala Center, Makati City
Tel. No: 723-7878
Mobile No: 463 917 554 2880

2/F Main Mall, SM Mall of Asia, Pasay City
Tel. No: 556-6278
Mobile No: 463 917 554 2855

2/F TriHome, North Avenue corner EDSA,
Pasig, Quezon City
Tel. No: 643-2482
Mobile No: 463 917 554 2881

JOEY



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGE
Malacañang, Manila

Date _____

REQUEST FOR PRICE QUOTATION

Company _____

Tel. No. _____

Fax No. _____

Email _____

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

FORMULA I WAZ IIII BASTC

1

piece

Retirement Award for Director Lorenzo C. Drapete

P 57,100 CASH P _____

Total:

P _____

Very truly yours,

JOYCE D. LABAO
JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Printed name & Signature _____

Position/Title _____

Remarks:

Canvassed by:

MARCO A. DAVID

Printed name & Signature _____

Administrative Officer II

Position/Title _____

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph



Republic of the Philippines
 Department of Budget and Management (DBM)
 Office of the Secretary, Central Office
PURCHASE REQUEST

Fund Cluster: 01 - Regular Agency Fund

Funding Source: 01101101 - Specific Budgets of National Government Agencies

PR No.: 01-06001-PR-2019-05-00075

Date: May 24, 2019

Month: May

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	072	DBM-Human Resource Management Division	Retirement Award for Assistant Secretary Amelita D. Castillo	1.00	43,400.00	43,400.00

Total P 43,400.00

Amount In Words ****FORTY THREE THOUSAND FOUR HUNDRED PESOS AND 00/100****

Description Retirement Award for Assistant Secretary Amelita D. Castillo

Requested By:

Approved By:

Signature :

Printed Name :

LOURDES BAYATON-MONTE

Designation :

Supervising Administrative Officer



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

May 2, 2019

MEMORANDUM

FOR : THE CHAIRPERSON, DBM BIDS AND AWARDS COMMITTEE
THRU : The Director, Finance Service
FROM : The Director, Administrative Service (AS)
SUBJECT : SUPPLEMENTAL PROJECT PROCUREMENT MANAGEMENT
PLAN (PPMP) OF THE AS-HUMAN RESOURCE
MANAGEMENT DIVISION

18752019 delegational authority
[Signature]

- 1.0 This is to respectfully request the inclusion of the project, "Retirement Award for Assistant Secretary Amelita D. Castillo" in the Supplemental Annual Procurement Plan of the Department for 2019.
- 2.0 Attached are the Supplemental PPMP, Abstract of Quotations and other supporting documents for the purpose.
- 3.0 For your consideration please. Thank you.

[Signature]
THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

[Initials]

[Initials]

Department of Budget and Management
RECEIVED
MAY 03 2019
[Signature]
BY: _____
Director's Office
FINANCE SERVICE



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

CERTIFICATE OF DUE DILIGENCE

This is to certify that for the project, “Retirement Award for Assistant Secretary Amelita D. Castillo”, Administrative Service (AS) – Human Resource Management Division requested quotations from the following suppliers:

1. Philip Stein Robinsons Galleria
2. Philip Stein Robinsons Magnolia

From the above-listed, only one supplier, Philip Stein Robinsons Magnolia submitted their proposal.

This certification is being issued to support the proposed budget for the contract for the above-mentioned project.



THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service 





**DBM - Administrative Service, Procurement Management Division
SUPPLEMENTAL PROJECT PROCUREMENT MANAGEMENT PLAN CY 2019**

Code	Program/ Activity / Project	Type	Implementing Period	Quantity/ Size	Estimated Budget	Procurement Method	Brief Description of Program/ Project
	Retirement Award for Assistant Secretary Amelita D. Castillo	Goods	May to July 2019	1 piece	47,740.60 62,000.00 gr	Small Value	Provision of gold watch pursuant to Department Order No. 1998-7 (ESIAS)

Prepared by:


JHOSEL V. DE LARA
 Administrative Officer II

Approved by:


THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service 



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO ST., SAN MIGUEL, MANILA

BIDS AND AWARDS COMMITTEE

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CHECKLIST²

The PPMP shall be submitted with the following documents:

1. Memorandum from the end-user unit, specifying the nature of the request, the budget estimate and other pertinent details, duly endorsed by the DBM-Finance Service.
2. Terms of Reference:
- Project Background (nature, participants)
 - Technical Specifications/ Scope of Work
 - Schedule of Requirements
 - Payment Details (One-time Payment or in Tranches)
3. Basis of Approved Budget for the Contract:
- Abstract of Quotations
 - Market Research (at least 3 quotations) – *with attached exclusive distributorship*
4. Designation of an End-User Representative (EUR)¹
Name: **THEA MARIE CORINNE F. PALARCA**
Position: **DIRECTOR IV**
5. Certificate of Due Diligence

Submitted by:


JHOSEL V. DE LARA
Signature over Printed Name

May 2, 2019
Date:

Received by:

Signature over Printed Name

Date

¹ The EUR, occupying a DBM plantilla position, should have technical expertise relevant to the procurement at hand. The EUR has to attend all BAC activities pertaining to the project.

² The DBM-BAC Secretariat shall not accept incomplete submissions where the PPMP, along with the attached documents, shall be automatically returned to the end-user unit for full compliance.

ABSTRACT OF QUOTATIONS

Project Title: Retirement Award for Assistant Secretary Amelita D. Castillo
 ABC: Sixty-Two Thousand Pesos only (Php62,000.00)
 Date: May 2, 2019

Item/Description		Philip Stein Robinsons Magnolia (02) 442-6882	
Qty	Unit	Particulars	Total Price
1	pc	Gold Watch; 8 shape and dual time zone dials; interchangeable straps; Natural Frequency Technology; small two tone; mother of pearl dial	43,400.00
		Total Price	43,400.00
		Unit Cost	62,000.00 (with 30% discount)
		Total Price	62,000.00
		Ranking	-

Prepared by:

Jhosel V. De Lara
JHOSEL V. DE LARA
 Administrative Officer II

Reviewed by:

Lourdes S. Bayaton-Monte
LOURDES S. BAYATON-MONTE
 OIC-CAO, AS-HRMD

Approved by:

Thea Marie Corinne F. Palarca
THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service



Republic of the Philippines
Department of Budget and Management (DBM)
Office of the Secretary, Central Office
PURCHASE REQUEST

Fund Cluster: 01 - Regular Agency Fund

Funding Source: 01101101 - Specific Budgets of National Government Agencies

PR No.: 01-06001-PR-2019-05-00075

Date: May 24, 2019

Month: May

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	072	DBM-Human Resource Management Division	Retirement Award for Assistant Secretary Amelita D. Castillo	1.00	43,400.00	43,400.00

Total P 43,400.00

Amount In Words **FORTY THREE THOUSAND FOUR HUNDRED PESOS AND 00/100**

Description Retirement Award for Assistant Secretary Amelita D. Castillo

Requested By:

Approved By:

Signature :

Printed Name :

LOURDES BAYATON-MONTE

Designation :

Supervising Administrative Officer

DEPARTMENT OF BUDGET AND MANAGEMENT
 Malacanang, Manila
SUPPLEMENTAL ANNUAL PROCUREMENT PLAN No. 11, CY 2019

Code (PAB)	Procurement Program/Project	Procurement User	Mode of Procurement	Schedule for Each Procurement Activity			Contract Signing	Source of Funds	Estimated Budget PIP		CO	Remarks
				Adt/Post of BIREI	Sub/Open of Bids	Notice of Award			Total	MODE		
100010001	Redemption Award for Assistant Secretary Arnelita D. Castillo	AS	NP-Small Value	10-May-19	13-May-19	16-May-19	19-May-19	Gap	49,000.00	49,000.00		Purchase of one (1) air co
100010001	Supply and delivery of one (1) Air Conditioner Unit	AS	NP-Small Value Procurement	10-May-19	13-May-19	16-May-19	19-May-19	Gap	49,000.00	49,000.00		Office of Assistant Secret Management Group as re
GRAND TOTAL:								TOTAL:	96,740.00	96,740.00		96,740.00

Prepared by BAC SECRETARY: *[Signature]*
 JOYCE LABRADO
 AARON ALBERTO A. ESCALONA

RECOMMENDING APPROVAL:

not present
 VIRGILIO A. UMPACAN, JR.
 BUDG. E.T. Representative

THEA MARIE ORTIZ F. PALARCA
 Member

not present
 EDEN D. PANGILINAN
 Member

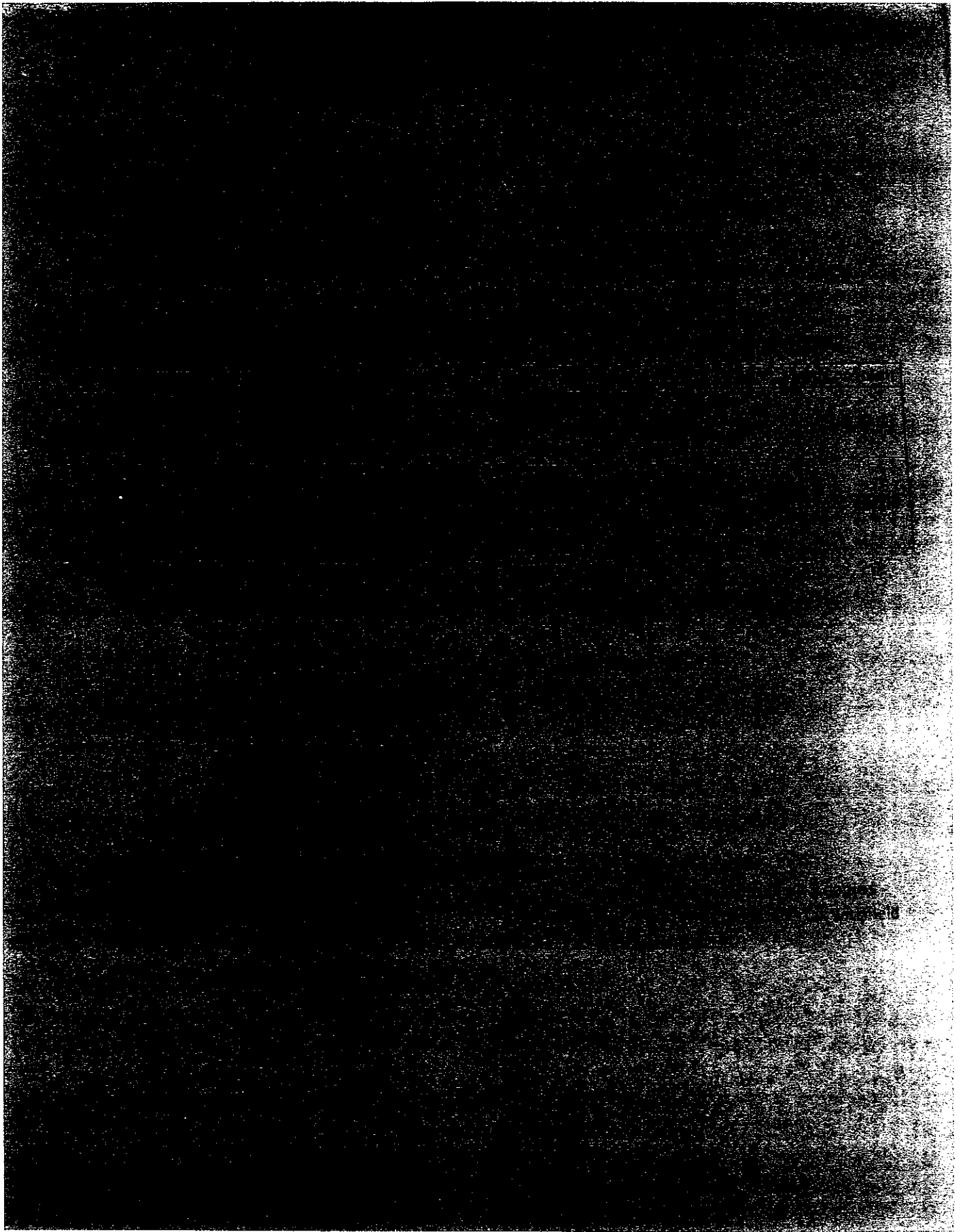
not present
 YOLANDA R. REYES
 Member

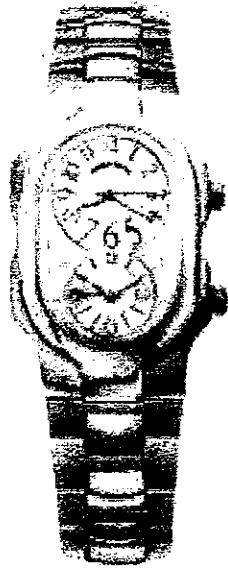
ANDREA CELENE M. MAGTALAS
 Vice Chairperson

ACHILLES GERARD C. BRAVO
 Chairperson

JANET B. ABUEL
 Officer-in-Charge, DBM
 Date: May 7, 2019

Approved
 Disapproved





SIGNATURE SMALL
1TG-FGMOP

RUSH!!



PO 2019-067

LUXTIME INC.

Retirement award

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

Administrative Service (AS) and Finance Service (FS)
TRANSMITTAL AND ACTION SLIP
"Please do not detach from the request form"

Subject: LUXTIME INC. - RETIREMENT AWARD FOR ASSISTANT SECRETARY AMELITA D. CASTILLO
End User: _____

Date & Time Received	FROM	TO	Date & Time Forwarded	REMARKS
	PMD	DIR. THEA	5/28	FOR SIGNATURE
				BTMS PR PENDING APPROVAL, APPROVER UNDER LEAVE.
				BTMS to follow. Retirement award for ASEC Castillo. c/o Justin Galgana

No. of Day/s Completed:

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Name of Payee: LUXTIME INC.
 Title of Project: RETIREMENT AWARD FOR ASSISTANT SECRETARY AMELITA D. CASTILLO
 Contract Cost: 43,400

CHECKLIST OF DOCUMENTS

REMARKS

Checklist of documents forwarded to Finance Service for:

A. FUNDING (OBLIGATION AND CAF)

1.	<input checked="" type="checkbox"/>	Purchase Request/ APP	SAPP # 11
2.	<input checked="" type="checkbox"/>	Pre-Inspection Report	
3.	<input checked="" type="checkbox"/>	Obligation Request and Status	
4.	<input checked="" type="checkbox"/>	Eligibility Documents of Suppliers	
5.	<input checked="" type="checkbox"/>	Purchase Order/Contract	PO # 2017-067
6.	<input checked="" type="checkbox"/>	Request for Price Quotation	
7.	<input checked="" type="checkbox"/>	Abstract of Quotation	
8.	<input checked="" type="checkbox"/>	Notice of Award	
9.	<input checked="" type="checkbox"/>	Notice to Proceed	
10.	<input checked="" type="checkbox"/>	Distribution List	
11.	<input checked="" type="checkbox"/>	Other Documents, if any.	

W
5/25

Received checked items:

Print Name & Signature

Date and Time

B. PROCESSING OF PAYMENT (DV)

1.	<input type="checkbox"/>	Obligation Request and Status	
3.	<input type="checkbox"/>	Pre-Inspection Report	
4.	<input type="checkbox"/>	Inspection and Acceptance Report	
5.	<input type="checkbox"/>	Delivery Receipt	
6.	<input type="checkbox"/>	Sales Invoice/Statement of Account	
7.	<input type="checkbox"/>	Warranty/Guaranty Certificate	
8.	<input type="checkbox"/>	Purchase Request / APP	
9.	<input type="checkbox"/>	Purchase Order/Contract	
10.	<input type="checkbox"/>	Request for Price Quotation	
11.	<input type="checkbox"/>	Abstract of Quotation	
12.	<input type="checkbox"/>	Notice of Award	
13.	<input type="checkbox"/>	Notice to Proceed	
14.	<input type="checkbox"/>	Distribution List	
15.	<input type="checkbox"/>	Certificate of Acceptance from End-user	
16.	<input type="checkbox"/>	F/SMI (Report of Supplies and Materials Issued)	
17.	<input type="checkbox"/>	RIS (Requisition and Issue Slip)	
18.	<input type="checkbox"/>	ICS (Inventory Custodian Slip)	
19.	<input type="checkbox"/>	PAR (Property Acknowledgement Receipt)	
20.	<input type="checkbox"/>	WMR (Waste Material Report)	
21.	<input type="checkbox"/>	Other Documents, if any.	

Received checked items:

Print Name & Signature

Date and Time

C. ADDITIONAL DOCUMENTS, if any

Received checked items:

Print Name & Signature

Date and Time