



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

**NOTICE OF AWARD**

19 FEB 2024

**Ms. Alyssa D. Liwanag**  
A3 TRADING AND ALLIED SERVICES, INC.  
Rm. 2A, Liwanag Bldg.,  
No. 52 Malibu St., Fairview,  
Quezon City

Dear **Ms. Liwanag**:

We are pleased to inform you that the project, "**Procurement of Various Painting Supplies for Building Maintenance**" is hereby awarded to your company in the amount of Three Hundred Fourteen Thousand Eight Hundred Ten Pesos Only (Php 314,810.00).

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

Thank you and God Bless.

Very truly yours,

  
**RAMON VICENTE B. ASUNCION**  
Director IV, Administrative Service

Conforme:

  
\_\_\_\_\_  
Authorized Representative,  
A3 TRADING AND ALLIED SERVICES, INC.  
Date: 2/27/24



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

**NOTICE TO PROCEED**

19 FEB 2024

**Ms. Alyssa D. Liwanag**  
A3 TRADING AND ALLIED SERVICES, INC.  
Rm. 2A, Liwanag Bldg.,  
No. 52 Malibu St., Fairview,  
Quezon City

Dear **Ms. Liwanag**:

Per attached Purchase Order No. 2024-005, we hereby notify you that your office may proceed with the delivery of the project, **"Procurement of Various Painting Supplies for Building Maintenance"** upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our End-User Representative to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Very truly yours,

  
**RAMON VICENTE B. ASUNCION**  
Director IV, Administrative Service

Conforme:

  
\_\_\_\_\_  
Authorized Representative  
A3 TRADING AND ALLIED SERVICES, INC.  
Date: 2/27/24



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

**PURCHASE ORDER NO. 2024-005**

Supplier: **A3 TRADING AND ALLIED SERVICES, INC.** Date: **19 FEB 2024**  
 Address: Rm. 2A, Liwanag Bldg., No. 52 Malibu St.,  
 Fairview, Quezon City Mode of Procurement: NP - Small Value Procurement  
 TIN: 010-029-211

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 Central Office Payment Term: Payment shall be made through Landbank's LDDAP- ADA / Bank Transfer facility within Sixty (60) days after submission of Billing and User Inspection and Acceptance of the Product. Bank Transfer fee shall be charged against creditor's account.  
 Delivery Term:  
 - Within thirty (30) days upon receipt of Notice to Proceed  
 - On or before July 7, 2024

Stock No.	Unit	Item and Description /Specification			Total Quantity	Unit Cost	AMOUNT
	lot	<b>Procurement of Various Painting Supplies for Building Maintenance</b>			<b>1</b>		
		Particulars	Within 30 calendar days upon receipt of NTP	On or before July 7, 2024			
	quart	Tinting color, bulletin red	5	-	5	123.00	₱615.00
	pint	Tinting color, lamb black	5	-	5	88.00	₱440.00
	pint	Tinting color, raw siena	5	-	5	102.00	₱510.00
	pint	Tinting color, yellow orche	5	-	5	99.00	₱495.00
	pint	Tinting color, venetian red	5	-	5	102.00	₱510.00
	quart	Plastic wood lacquer type	10	-	10	272.00	₱2,720.00
	pail	Flat latex, white	10	5	15	3,052.00	₱45,780.00
	pail	Semi gloss latex (white)	10	5	15	3,495.00	₱52,425.00
	quart	Q.D.E. chocolate brown	10	-	10	205.00	₱2,050.00
	quart	Q.D.E. maple	10	-	10	210.00	₱2,100.00
	kilo	Patching Compound	5	-	5	95.00	₱475.00
	gallon	Flat wall enamel	8	-	8	918.00	₱7,344.00
	gallon	Acrylic emulsion	5	-	5	742.00	₱3,710.00
	gallon	Sanding sealer	5	-	5	920.00	₱4,600.00
	quart	Wood dough filler	10	-	10	187.00	₱1,870.00
	pail	Lacquer thinner	5	5	10	2,605.00	₱26,050.00
	gallon	Lacquer Flo	15	10	25	940.00	₱23,500.00
	pail	Paint thinner	5	5	10	2,390.00	₱23,900.00
	gram	Super instant glue	10	-	10	41.00	₱410.00
	gallon	Gypsum putty	5	-	5	405.00	₱2,025.00
	bag	Tile cement (boral powder)	10	5	15	918.00	₱13,770.00
	piece	Sanding paper water proof #400	50	-	50	11.00	₱550.00
	piece	Sanding paper water proof #200	50	-	50	11.00	₱550.00
	meter	Floor sanding #100	20	-	20	484.00	₱9,680.00
	piece	Baby roller paint	15	15	30	31.00	₱930.00
	piece	Roller paint w/ handle	15	15	30	35.00	₱1,050.00
	piece	Paint Tray Big	10	-	10	25.00	₱250.00
	piece	Paint Tray Small	10	-	10	48.00	₱480.00
	bag	Skim coat	4	-	4	580.00	₱2,320.00
	roll	Plaster Board jointing tape/mesh 50x150mm	5	-	5	84.00	₱420.00
	piece	Chinese brush	16	-	16	31.00	₱496.00
	piece	Paint brush 4"	10	-	10	84.00	₱840.00
	piece	Paint brush 3"	20	-	20	56.00	₱1,120.00
	piece	Paint brush 2"	30	-	30	29.00	₱870.00
	piece	Paint brush 1"	30	-	30	13.00	₱390.00
	gallon	Wood stain maple	10	-	10	620.00	₱6,200.00
	quart	Latex colour lampblack	8	-	8	111.00	₱888.00
	quart	Latex colour hansa yellow	12	-	12	185.00	₱2,220.00

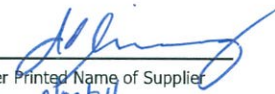
quart	Latex colour raw siena	12	-	12	151.00	P1,812.00
quart	Latex colour venetian red	12	-	12	143.00	P1,716.00
quart	Latex colour Toluidine red	12	-	12	142.00	P1,704.00
quart	Latex colour talo blue	12	-	12	136.00	P1,632.00
pint	Tinting colour talo blue	8	-	8	115.00	P920.00
pint	Tinting colour hansa yellow	8	-	8	124.00	P992.00
gallon	Clear gloss lacquer	10	5	15	905.00	P13,575.00
gallon	Traffic paint white	10	5	15	1,105.00	P16,575.00
gallon	QDE Black	8	-	8	742.00	P5,936.00
kilo	Cotton rags	25	25	50	149.00	P7,450.00
gallon	Primer epoxy gray	5	-	5	1,175.00	P5,875.00
gallon	Clear gloss varnish	10	5	15	742.00	P11,130.00
piece	Spatula 4"	20	-	20	37.00	P740.00
piece	Putty knife 4"	20	-	20	10.00	P200.00
*Nothing follows*						

(Total Amount In Words)  
 Three Hundred Fourteen Thousand Eight Hundred Ten Pesos Only **P314,810.00**

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

Very truly yours,

Conforme:

  
 Signature over Printed Name of Supplier  
 Date 2/27/24

  
**RAMON VICENTE B. ASUNCION**  
 Director IV, Administrative Service  
 Authorized Official

Funds Availability Certified by:  
  
**JEFFREY DM. GALARPE**  
 Chief Accountant - Finance Service

OS No : 02/0110/2024-02-249  
 Amount : P 314,810.-  
 Date : 02/14/24

- Distribution of Copies:**
- // Original copy for the Supplier's Conforme
  - // Agency's Central Supply and Property Section/EUR for IAR and Payment Processing
  - // COA Auditor
  - // AS-PMD Copy for file

**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. Sokano 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 may 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.

11. The Head of the Agency reserves the right to reject any and all Bids, declare a failure of bidding, or not award the contract as prescribed under Section 41 of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act of 2003.

12. The period for the performance of the obligations under this Contract shall not go beyond the validity of the appropriation for this Project.

13. In compliance with Section 4.3 of Appendix 33 of the 2016 Revised IRR of RA No. 9184 and consistent with Administrative Order No. 34, s. 2020, the DBM shall publish in its official website and social media platform the following post-award information:

- a.) Project name;
- b.) Approved budget for the contract;
- c.) Contract period;
- d.) Name of the winning bidder and its official business address;
- e.) Amount of contract awarded;
- f.) Date of award and acceptance; and
- g.) Implementing office/unit/division/bureau of the concerned agency or instrumentality.

Accepted By:

  
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 \_\_\_\_\_, 2024, 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 \_\_\_\_\_, 2024.

Doc No \_\_\_\_\_;  
Page No \_\_\_\_\_;  
Book No \_\_\_\_\_;  
Series of 2024.