

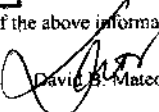
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA
TeleFax No. 7354979

INSPECTION AND ACCEPTANCE REPORT

Supplier : ANSWERS GENERAL MERCHANDISE		IAR No. : 2019-080
Purchase No./Date : Various		Date : March 05, 2019
Requisitioning Office/Dept. : VARIOUS		Invoice No. : 0079 & 0080
Responsibility Center Code : VARIOUS		Date : February 28, 2019
PROPERTY NO.	DESCRIPTION	UNIT QUANTITY
	Self-inking Stamp, Design A	pcs 3
	Self-inking Stamp, Design B	pcs 7
	Self-inking Stamp, Design C replacement	pcs 2
	Self-inking Stamp, Design D	pcs 3
	Self-inking Stamp, Design E	pc 1
	Self-inking Stamp, Design F	pc 1
	Self-inking Stamp, Design G	pc 1
	Self-inking Stamp, Design H	pc 1
	Self-inking Stamp, Design I	pc 1
	Self-inking Stamp, with dater	pc 3
	Self-inking mini dater	pc 1
	Stamp pad Ink	bottle 2
	<i>Nothing follows</i>	
INSPECTION		ACCEPTANCE
Date Inspected : Inspected, verified and found in order as to quantity and specifications <div style="display: flex; justify-content: space-between;"> Michael Dennis D. Chozas PROPERTY OFFICER [Signature] END USER </div> <div style="margin-top: 20px; text-align: center;"> ELLEN MAE A. ESTIPONA <small>Procurement Management Division</small> </div>		Date Received : <input checked="" type="checkbox"/> Complete <input type="checkbox"/> Partial (Quantity) <div style="text-align: right; margin-right: 50px;"> DAVID B. MATEO PROPERTY OFFICER Supply and/or Property Custodian </div>

Fund Cluster:

Date : March 05, 2019

To be filled up by the Supply and/or Property Division/Unit						To be filled up by the Accounting Division/Unit	
RIS No.	Responsibility Center Code	Stock No.	Item	Unit	Quantity Issued	Unit Cost	Amount
			Self-inking Stamp, Design A	pcs	3		
			Self-inking Stamp, Design B	pcs	7		
			Self-inking Stamp, Design C replacement	pcs	2		
			Self-inking Stamp, Design D	pcs	3		
			Self-inking Stamp, Design E	pc	1		
			Self-inking Stamp, Design F	pc	1		
			Self-inking Stamp, Design G	pc	1		
			Self-inking Stamp, Design H	pc	1		
			Self-inking Stamp, Design I	pc	1		
			Self-inking Stamp, with dater		3		
			Self-inking mini dater	pc	1		
			Stamp pad Ink	bottle	2		
			<i>Nothing follows</i>				
Recapitulation:							
Recapitulation:							
I hereby certify to the correctness of the above information.			Posted by:				
 David B. Mateo Signature over Printed Name of Supply and/or Property Custodian			_____ of Designated Accounting Staff				
			_____ Date				

Answers Gen. Merchandise

Room 505, Martinez Bldg. 378 Dasmariñas Street
Brgy. 291 Zone 027 Binondo, Manila
Tel. No. 244-6301
VAT REG. TIN: 103-934-033-000
Rodrigo M. Padasas - Proprietor

CHARGE SALES INVOICE

Nº 0079

Sold to: DBM

Date: 2/28/2019

TIN: _____

Terms: _____

Address: _____

P.O. NO. 2019-017

Business Style: _____

OSCA/PWD ID No. _____

Sc/PWD Sig. _____

Qty	Unit	Articles	UNIT PRICE	AMOUNT
3	pcs.	Self Inking Stamp (Design A)	720.00	2,160.00
7	pcs.	Self Inking Stamp (Design B)	785.00	5,495.00
2	pcs.	" " (Design C) Replacement	195.00	390.00
3	pcs.	Self Inking Stamp (Design D)	625.00	1,875.00
1	pc.	" " " (Design E)		1,370.00
1	pc.	" " " (Design F)		1,165.00
1	pc.	" " " (Design G)		785.00
1	pc.	" " " (Design H)		1,460.00
1	pc.	" " " (Design I)		1,520.00
3	pcs.	Self Inking Stamp w/ Duster	2925.00	8,775.00
Total Sales (VAT Inclusive)				7
Less: VAT				
Amount: Net of VAT				22,316.96
Less: SC/PWD Discount				
Amount Due				
Add: VAT				2,678.04
TOTAL AMOUNT DUE				24,995.00
VATable Sales				
VAT-Exempt Sales				
Zero Rated Sales				
VAT Amount				

TERMS: Interest of 25% per annum is to be charge on all overdue accounts attorney's & courts fees are for buyer's account in case of legal action. Parties expressly submit themselves to the jurisdiction of the courts of Manila City in case of litigation.

Articles Released By: [Signature]

Received by: [Signature]

Authorized Representative

10 Bkts. (50x3) 0001-0500

BIR Authority to Print No. 1AU0001776972

Date Issued: 04-04-2018 ; Valid Until: 04-04-2023

Cura Eriberto R. VAT Reg. TIN: 122-225-903-000

1160-B R. Hidalgo St., Brgy. 393 Zone 40 Quiapo, Manila

Tels. 735-2576 * 736-2304 * CP No. 0922-8352576

Right on the
Budget
PRIORITY

Accreditation No. 032MP0000000010
Accreditation Date: 12-27-2013

THIS CHARGE SALES INVOICE SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP

Room 505, Martinez Bldg. 378 Dasmariñas Street
Brgy. 291 Zone 027 Binondo, Manila
Tel. No. 244-6301
VAT REG. TIN: 103-934-033-000
Rodrigo M. Padasas - Proprietor

№ 0080

Date: 2/28/2019

Terms:

P.O. NO. 2019-017

OSCA/PWD ID No.

Sc/PWD Sig.

Qty	Unit	Articles	UNIT PRICE	AMOUNT
1	pc.	Self Inking mini Duster		360.00
2	boks.	Stump pad Ink	195.00	390.00
				7
		Total Sales (VAT inclusive)		
		Less: VAT		
		Amount: Net of VAT		669.64
		VATable Sales Less: SC/PWD Discount		
		VAT-Exempt Sales Amount Due		
		Zero Rated Sales Add: VAT		80.36
		VAT Amount TOTAL AMOUNT DUE		750.00

TERMS: Interest of 25% per annum is to be charge on all overdue accounts attorney's & courts fees are for buyer's account in case of legal action. Parties expressly submit themselves to the jurisdiction of the courts of Manila City in case of litigation.

Articles Released By:

Received by:

Authorized Representative

10 Bkls. (50x3) 0001-0500

BIR Authority to Print No. 1AU0001776972

Date Issued: 04-04-2018 ; Valid Until: 04-04-2023

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Right on the Budget

Accreditation No. 032MP0000000010

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Room 505, Martinez Bldg. 378 Dasmariñas Street
Brgy. 291 Zone 027 Binondo, Manila
Tel. No. 244-6301
VAT Reg. TIN: 103-934-033-000
Rodrigo M. Padasas - Proprietor


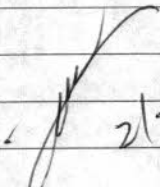
Room 505, Martinez Bldg. 378 Dasmariñas Street
Brgy. 291 Zone 027 Binondo, Manila
Tel. No. 244-6301
VAT Reg. TIN: 103-934-033-000
Rodrigo M. Padasas - Proprietor

DELIVERY RECEIPT

№ 0523

DELIVERED TO: DBM DATE: 2/22/2019
TIN: _____ TERMS: _____
ADDRESS : _____ P.O. NO. 2019-017
BUSINESS STYLE: _____

QTY	UNIT	ARTICLES
3	pc.	Self Inking Stamp (Design A.)
7	pc.	Self Inking Stamp (Design B.)
2	pc.	" " " (Design C.)
3	pc.	" " " (Design D.)
1	pc.	" " " (Design E.)
1	pc.	" " " (Design F.)
1	pc.	" " " (Design G.)
1	pc.	" " " (Design H.)
1	pc.	" " " (Design I.)
3	pc.	Self Inking Stamp w/ Dasher - (J)
1	pc.	Self Inking Mini Dasher
2	bots.	Stampad Ink



 AS TO QTY P. APPROX
 2/28/19

Received the above good and services in good order & condition.

Articles Released By:

Received by: _____
Authorized Representative

5 Bkfs. (50x3) 0501-0750
BIR Authority to Print No. 1AU0001776972
Date Issued: 04-04-2018 ; Valid Until: 04-04-2023
Cura Eriberto R. VAT Reg. TIN: 122-225-903-000
1160-B R. Hidalgo St., Brgy. 393 Zone 40 Quiapo, Manila
Tels. 735-2576 * 736-2034 * CP No: 0922-8352576

Date: _____

Right on the Budget Accreditation No 032MP20130000000010
Accreditation Date: 12-27-2013

"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"

THIS DELIVERY RECEIPT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP

JOSEFINA J. IBAÑEZ
Administrative Officer V, SPIB

Receiving Copy

File Copy

FPRB File Copy

JOYCE D. LABAO
Procurement Management Division

CERTIFIED TRUE COPY

Name and Signature

Date

DEPARTMENT OF BUDGET AND MANAGEMENT

EMILIO T. HULIPAS

DANTE B. DE CHAVEZ
Director IV, IAS

**CERTIFIED
TRUE COPY**

DANTE B. DE CHAVEZ
Director IV, IAS

YOLANDA R. REYES
Assistant Director

COPY FOR

CONFIDENTIAL

THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

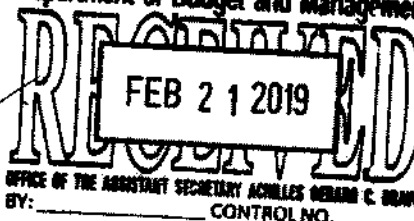
MIRIAM ANNE L. TORIO
Executive Assistant III, OSEC

ABEGAIL D. IGNA
Administrative Officer IV, OSEC

CLOTILDE S. LACSAMANA-DRAPETE
Director IV, SPIB

EMELITA B. MENGHAMAL
Assistant Director, SPIB

Department of Budget and Management

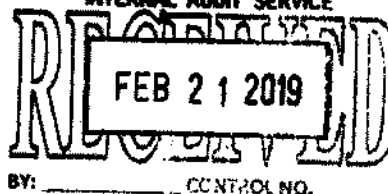


R. only
ROLANDO U. TOLEDO
Assistant Secretary

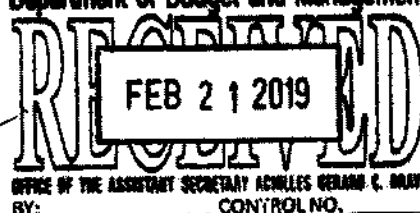
RHEA P. GUTIERREZ
Administrative Officer V

R. only

DEPARTMENT OF BUDGET AND MANAGEMENT
INTERNAL AUDIT SERVICE



Department of Budget and Management





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

NOTICE OF AWARD

February 15, 2019

MR. RODRIGO PADASAS

Answers General Merchandise
Martinez Bldg. Dasmariñas
Binondo, Manila

Dear Mr. Padasas:

We are pleased to inform you that the project "Supply and Delivery of Self-Inking Stamps for Various Offices", is hereby awarded to your company in the amount of Twenty Five Thousand Seven Hundred and Forty Five Pesos only (Php 25,745.00).

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


Conforme / Date 2/20/19



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

NOTICE TO PROCEED

February 15, 2019

MR. RODRIGO PADASAS

Answers General Merchandise
Martinez Bldg. Dasmariñas
Binondo, Manila

Dear Mr. Padasas:

Per attached Purchase Order No. 2019-017, we hereby notify you that your Office may proceed with the delivery of the project "Supply and Delivery of Self-Inking Stamps for Various Offices", 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.

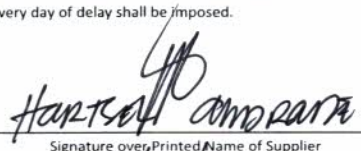

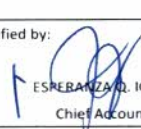
Thank you very much.

Very truly yours,


THEA MARIE CORINNE F. PALARCA 24
Director IV, Administrative Service 48

 2/20/19
Conforme / Date

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

PURCHASE ORDER NO. 2019-017					
Supplier: ANSWERS GENERAL MERCHANDISE		Date: FEBRUARY 15, 2019			
Address: Martinez Bldg. Dasmarinas Binondo, Manila		Mode of Procurement: Small Value Procurement			
TIN:		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: Within 15 working days upon receipt of Purchase Order			
Date of Delivery: Within 15 working days upon receipt of Purchase Order		Payment Term: Upon completion of delivery and acceptance			
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	sets	Self Inking Stamp <i>Size 38 x 14 mm, Black, Two Lines (See attached Design A)</i>	3	P720.00	P2,160.00
	sets	Self Inking Stamp <i>Size: 47 x 18 mm, Black, Two Lines (See attached Design B)</i>	7	P785.00	5,495.00
	pcs	Replacement of Self-Inking Stamp Rubber <i>Size: 38 x 14 mm, Black, Two Lines (See attached Design C)</i>	2	P195.00	390.00
	pcs	Self Inking Stamp <i>Size: 26 X 9 mm, Black, One Line (See attached Design D)</i>	3	P625.00	1,875.00
	pc	Self Inking Stamp <i>Size: 50 x 30 mm, Black, Three Lines (See attached Design E)</i>	1	P1,370.00	1,370.00
	pc	Self Inking Stamp <i>Size: 50 x 30 mm, Black, Two Lines (See attached Design F)</i>	1	P1,165.00	1,165.00
	pc	Self Inking Stamp <i>Size: 47 x 18 mm, Red, One Line (See attached Design G)</i>	1	P785.00	785.00
	pc	Self Inking Stamp <i>Size: 38 x 14 mm, Black, One Line (See attached Design H)</i>	1	P1,460.00	1,460.00
	pc	Self Inking Stamp <i>Size: 70 x 25 mm, Blue, Six Lines (See attached Design I)</i>	1	P1,520.00	1,520.00
	pcs	Self Inking Stamp with Dater <i>Customized Self-Inking Stamp with Dater (See attached Design J)</i>	3	P2,925.00	8,775.00
	pc	Self Inking Mini Dater Stamp (Size: 4 mm)	1	P360.00	360.00
	pcs/ bottle	Ink for Self-Inking Stamps (Size: Small)	2	P195.00	390.00
(Total Amount In Words) Twenty Five Thousand Seven Hundred and Forty Five Pesos only					P25,745.00
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:  Signature over Printed Name of Supplier <u>2/20/19</u> Date			Very truly yours,  THEA MARIE CORINNE F. PALARCA Director IV, Administrative Service Authorized Official (Representing End User)		
Funds Availability Certified by:  ESMERANZA Q. IGNACIO Chief Accountant			OS No : <u>021011012019-02-202</u> Amount : <u>P25,745-</u> Date : <u>02/19/19</u>		
Distribution of Copies: // Original copy for the Supplier's Conforme // Agency's Central Supply and Property Section for file // COA Auditor					

**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. AWARDDEE 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 AWARDDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDDEE 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 from Monday to Thursday: 8:00 am-3:00 pm and Friday: 8:00 am-12 noon 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 AWARDDEE 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 AWARDDEE 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 AWARDDEE, 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 AWARDDEE. Refusal by the DEFAULTING AWARDDEE 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 AWARDDEE shall form part of this Purchase Order.

Accepted By:



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

AWARDEE

ABSTRACT OF QUOTATIONS

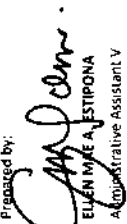
Project Title: Supply and Delivery of Self-Inking Stamps for Various Offices
 ABC: ₱27,000.00
 Date: February 15, 2019

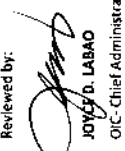
Item/Description			ANSWERS GENERAL MERCHANDISE 244-6301		APBER TRADING 399-2895		TUAN BON INC. 241-4133	
Qty	Unit	Particulars	Unit Cost	Total Price	Unit Cost	Total Price	Unit Cost	Total Price
3	sets	Self Inking Stamp Size: 38 x 14 mm, Black, Two Lines (See attached Design A)	₱770.00	₱2,160.00	₱750.00	₱2,280.00	₱750.00	₱2,250.00
7	sets	Self Inking Stamp Size: 47 x 18 mm, Black, Two Lines (See attached Design B)	₱785.00	₱5,495.00	₱810.00	₱5,670.00	₱798.00	₱5,586.00
2	pcs	Replacement of Self-Inking Stamp Rubber Size: 38 x 14 mm, Black, Two Lines (See attached Design C)	₱195.00	₱390.00	₱250.00	₱500.00	₱205.00	₱410.00
3	pcs	Self Inking Stamp Size: 26 x 9 mm, Black, One Line (See attached Design D)	₱625.00	₱1,875.00	₱685.00	₱2,055.00	₱675.00	₱2,025.00
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Three Lines (See attached Design E)	₱1,370.00	₱1,370.00	₱1,430.00	₱1,430.00	₱1,450.00	₱1,450.00
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Two Lines (See attached Design F)	₱1,165.00	₱1,165.00	₱1,280.00	₱1,280.00	₱1,350.00	₱1,350.00
1	pc	Self Inking Stamp Size: 47 x 18 mm, Red, One Line (See attached Design G)	₱785.00	₱785.00	₱795.00	₱795.00	₱810.00	₱810.00
1	pc	Self Inking Stamp Size: 38 x 14 mm, Black, One Line (See attached Design H)	₱1,450.00	₱1,450.00	₱1,495.00	₱1,495.00	₱1,575.00	₱1,575.00
1	pc	Self Inking Stamp Size: 70 x 25 mm, Blue, Six Lines (See attached Design I)	₱1,520.00	₱1,520.00	₱1,580.00	₱1,580.00	₱1,620.00	₱1,620.00
3	pcs	Self Inking Stamp with Dater Customized Self-Inking Stamp with Dater (See attached Design J)	₱2,925.00	₱8,775.00	₱2,955.00	₱8,865.00	₱3,100.00	₱9,300.00
1	pc	Self Inking Mini Dater Stamp (Size: 4 mm)	₱360.00	₱360.00	₱370.00	₱370.00	₱380.00	₱380.00
2	pcs/bottle	Ink for Self-Inking Stamps (Size: Small)	₱195.00	₱390.00	₱205.00	₱410.00	₱220.00	₱440.00
TOTAL:			₱25,745.00	1	₱26,730.00	2	27,196.00	3
RANK								
Remarks			ANSWERS GENERAL MERCHANDISE, having the lowest calculated responsive quotation, considered as the awardee.					

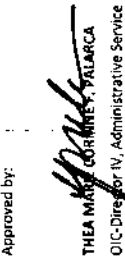
Prepared by:

Reviewed by:

Approved by:


 ELEN MIE AUSTIPONA
 Administrative Assistant V


 JOYD. LABAD
 OIC-Chief Administrative Officer, PMD


 THEA MARY GORNIEZ, PALARCA
 OIC-Director IV, Administrative Service



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

REQUEST FOR PRICE QUOTATION

Date Feb. 19, 2019

Company Consuelto Ag. Indus.
Marikina, Marikina
Tel. No. 8244-69-01
Fax No. _____

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

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

3	sets	Self Inking Stamp Size: 38 x 14 mm, Black, Two Lines (See attached Design A)	720.00	2,160.00
7	sets	Self Inking Stamp Size: 47 x 18 mm, Black, Two Lines (See attached Design B)	785.00	5,495.00
2	pcs	Replacement of Self-Inking Stamp Rubber Size: 38 x 14 mm, Black, Two Lines (See attached Design C)	195.00	390.00
3	pcs	Self Inking Stamp Size: 38 x 14 mm, Black, Two Lines (See attached Design C)	625.00	1,875.00
1	pc	Self Inking Stamp Size: 26 x 9 mm, Black, One Line (See attached Design D)	1,370.00	
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Three Lines (See attached Design E)	1,165.00	
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Two Lines (See attached Design F)	785.00	
1	pc	Self Inking Stamp Size: 47 x 18 mm, Red, One Line (See attached Design G)	1,460.00	
1	pc	Self Inking Stamp Size: 38 x 14 mm, Black, One Line (See attached Design H)	1,500.00	
3	pcs	Self Inking Stamp with Dater Size: 70 x 25 mm, Blue, Six Lines (See attached Design I)	2,925.00	8,775.00
1	pc	Self Inking Mini Dater Stamp (Size: 4 mm) pcs/bottle Ink for Self-Inking Stamps (Size: Small)	195.00	390.00
26	items			
TOTAL:				25,745.00

Very truly yours,

JOYCE B. LABAO

OIC - Chief Administrative Officer

Procurement Management Division

Canvassed by:

JOYCE B. LABAO
Administrative Assistant V
Trunkline: 657-3300 loc. 3115
Fax: 735-4979
Email: eestipona@dbm.gov.ph

Quoted by:

Print Name & Sign
Position/Title

Remarks:



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

REQUEST FOR PRICE QUOTATION

Date _____

Company

APPER TRADING
BK1, Lot 1, HSS

Tel. No. 399-28-05

Fax No. _____

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

Quantity	Unit	Item/s	Unit Price	Total Price
3	sets	Self Inking Stamp Size: 38 x 14 mm, Black, Two Lines (See attached Design A)	760-	2,280-
7	sets	Self Inking Stamp Size: 47 x 18 mm, Black, Two Lines (See attached Design B)	810-	5,670-
2	pcs	Replacement of Self-Inking Stamp Rubber Size: 38 x 14 mm, Black, Two Lines (See attached Design C)	250-	500-
3	pcs	Self Inking Stamp Size: 26 x 9 mm, Black, One Line (See attached Design D)	685-	2,055-
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Three Lines (See attached Design E)		1,430-
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Two Lines (See attached Design F)		1,280-
1	pc	Self Inking Stamp Size: 47 x 18 mm, Red, One Line (See attached Design G)		795-
1	pc	Self Inking Stamp Size: 38 x 14 mm, Black, One Line (See attached Design H)		1,495-
1	pc	Self Inking Stamp Size: 70 x 25 mm, Blue, Six Lines (See attached Design I)		1,580-
3	pcs	Self Inking Stamp with Dater Customized Self-Inking Stamp with Dater (See attached Design J)	2,955-	8,865-
1	pc	Self Inking Mini Dater Stamp (Size: 4 mm)		370-
2	pcs/bottle	Ink for Self-Inking Stamps (Size: Small)	205-	410-

TOTAL: 26 items

Total: 26,730-

Very truly yours,

JOYCE D. LABAO

OIC - Chief Administrative Officer
Procurement Management Division

Quoted by:

AIDA ILAGAN
Print Name & Sign
PROP.
Position/Title

Canvassed by:

ELLEN MAE A. ESTIPONA
Administrative Assistant V
Trunkline: 657-3300 loc. 3115
Fax: 735-4979
Email: eestipona@dbm.gov.ph

Remarks:



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

REQUEST FOR PRICE QUOTATION

FEB. 14, 2019
Date

Company

TUAN BON INC.
494 E.T. Yuchengco St.
DINORO, MANILA

Tel. No. _____

Fax No. _____

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

Quantity	Unit	Item/s	Unit Price	Total Price
3	sets	Self Inking Stamp Size: 38 x 14 mm, Black, Two Lines (See attached Design A)	<u>750.00</u>	<u>2,250.00</u>
7	sets	Self Inking Stamp Size: 47 x 18 mm, Black, Two Lines (See attached Design B)	<u>798.00</u>	<u>5,586.00</u>
2	pcs	Replacement of Self-Inking Stamp Rubber Size: 38 x 14 mm, Black, Two Lines (See attached Design C)	<u>205.00</u>	<u>410.00</u>
3	pcs	Self Inking Stamp Size: 26 x 9 mm, Black, One Line (See attached Design D)	<u>675.00</u>	<u>2,025.00</u>
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Three Lines (See attached Design E)		<u>1,450.00</u>
1	pc	Self Inking Stamp Size: 50 x 30 mm, Black, Two Lines (See attached Design F)		<u>1,350.00</u>
1	pc	Self Inking Stamp Size: 47 x 18 mm, Red, One Line (See attached Design G)		<u>810.00</u>
1	pc	Self Inking Stamp Size: 38 x 14 mm, Black, One Line (See attached Design H)		<u>1,575.00</u>
1	pc	Self Inking Stamp Size: 70 x 25 mm, Blue, Six Lines (See attached Design I)		<u>1,620.00</u>
3	pcs	Self Inking Stamp with Dater Customized Self-Inking Stamp with Dater (See attached Design J)	<u>3,100.00</u>	<u>9,300.00</u>
1	pc	Self Inking Mini Dater Stamp (Size: 4 mm)		<u>380.00</u>
2	pcs/bottle	Ink for Self-Inking Stamps (Size: Small)	<u>220.00</u>	<u>440.00</u>
TOTAL:	26	items	Total:	<u>27,196.00</u>

Very truly yours,

JOYCE V. LABAO
OIC - Chief Administrative Officer
Procurement Management Division

Quoted by:

Helen Cabunaga
Print Name & Sign
SACS
Position/Title

Canvassed by:

ELLEN MAE A. ESTIPONA
Administrative Assistant V
Trunkline: 657-3300 loc. 3115
Fax: 735-4979
Email: eestipona@dbm.gov.ph

Remarks:

PURCHASE REQUEST



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

Agency



Department:	DBM
Section:	IAS-OD

PR No.: 19-009
SAI No.: _____

Date: January 8, 2019
Date: January 8, 2019

[illegible]

Purpose: To be used in the proper filing and labeling of documents

	Requested by:	Approved by:
Signature:		
Printed Name:	JOVEN A. PURGANAN	DANTE B. DE CHAVEZ
Designation	Administrative Officer III	Director, Internal Audit 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-2019-03-00063

Date: March 19, 2019

Month: March

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	006	DBM-Internal Audit Service	Purchase of self-inking Customized TRODAT	5.00	800.00	4,000.00
2	Piece	006	DBM-Internal Audit Service	Purchase of self-inking customized Dater	1.00	3,000.00	3,000.00

Total P 7,000.00

Amount In Words **SEVEN THOUSAND PESOS AND 00/100**

Description Purchase of self-inking Customized TRODAT and Dater for proper records management

Requested By:

Approved By:

Signature :





Printed Name :

Joven A. Purganan

DANTE B. DE CHAVEZ

Designation :

Administrative officer III

Director IV, IAS

2019-03-00059 ✓

De l'...
...

PR No.: 19-010

Date: _____

Section: OD

SAI No.:

TOTAL					700.00
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Purpose: For the official use of Dir. Thea Marie Corinne F. Palarca, AS

Approved by:

Nora D. Plan
NORA D. PLAN
AO V

THEA MARIE CORINNE F. PALARCA
Director IV, AS

Designation

PURCHASE REQUEST

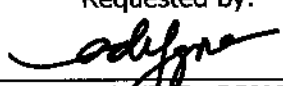
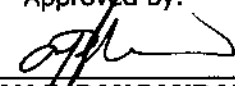
Department of Budget and Management
Agency

BTMS PR No.

Department Department of Budget & Management PR No. 19-012 Date : 1/10/19
Section Office of the Secretary SAI No. _____ Date : _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	piece	Self-inking Stamp Max. text plate size: 70 x 25 mm Ink Color: Blue *Please see attached for sample	1	800.00	800.00
	piece	Self-inking Stamp ("File copy") Max. text plate size: 26 x 9 mm Ink Color: Blue *Please see attached for sample	1	500.00	500.00
	piece	Self-inking Stamp Max. text plate size: 47 x 18 mm Ink Color: Black	2	520.00	1,040.00
	piece	Flash Drive, 16 gb	3	276.64	829.92
	piece	Desk Tray (In and Out Tray) Metal 2 or 3 layer	10	655.00	6,550.00
	set	AA Batteries (2 pcs/set) Dry Cell	10	93.00	930.00
					10,649.92

Purpose: Self-inking stamps to be used by OSEC-Admin and other Office Supplies to be used by OSEC

Signature	Requested by:	Approved by:
Printed Name	 ABEGAIL D. IGNA	 AMENAH F. PANGANDAMAN
Designation	Administrative Officer IV	Undersecretary/Chief of Staff



19-03-0002

PURCHASE REQUEST

Department of Budget and Management

Agency

Department: DBM

PR No.:

01-06001-PR-2019-01-00002

Date: JANUARY 7, 2019


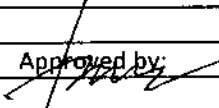
Section: OASEC BRAVO

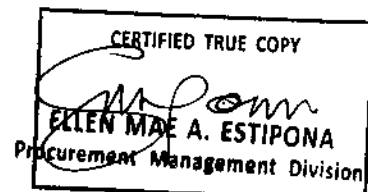
SAI No.:

Date:

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pack	Deli Sign Here Tab	3	200.00	600.00
	Piece	Receiving Dater Stamp	1	1,000.00	3,000.00
	Box	Black Ink for Stamp	2	60.00	120.00
	Piece	Yellow Pad	3	55.00	165.00
	Piece	Two-Layer In and Out Trays	3	400.00	1,200.00
	Piece	Three-Layer In and Out Trays	3	800.00	2,400.00
	Piece	12-Inch Ruler	3	40.00	120.00
	Pair	Scissors	3	80.00	240.00
	Piece	Calculator with Basic Functions	2	300.00	600.00
	Piece	"Receiving Copy" Stamp	1	300.00	300.00
	Piece	4ftx6ft Portable and Magnetic Whiteboard with Aluminum Frame without wheels and with Eraser/Marker Holder	1	3,000.00	3,000.00
	Piece	Self-Inking Mini Dater Stamp 4mm	1	400.00	400.00
	Piece	Black A4 Clip Board	1	200.00	200.00
	Piece	Brother Printer HL-L5100DN Toner	2	3,500.00	7,000.00
	Piece	Cyan Toner for Kyocera FS-C5150DN	1	5,000.00	5,000.00
	Piece	Magenta Toner for Kyocera FS-C5150DN	1	5,000.00	5,000.00
	Piece	Yellow Toner for Kyocera FS-C5150DN	1	5,000.00	5,000.00
	Piece	Black Toner for Kyocera FS-C5150DN	2	5,000.00	10,000.00
	Piece	Sony Digital Voice Recorder 4GB Storage with Micro SD slot and built in USB Connector (w/ auto voice recording)	1	6,000.00	6,000.00
	Box	White Mailing Envelope with Window	1	450.00	450.00
	Box	White Mailing Envelope without Window	1	350.00	350.00

Purpose: Purchase Office Supplies for OASEC Bravo

	Requested by:	Approved by:
Signature:		
Printed Name:	RENISSA MAPAYE	ACHILLES BRAVO
Designation	EXECUTIVE ASSISTANT II	ASSISTANT SECRETARY





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-2019-03-00061

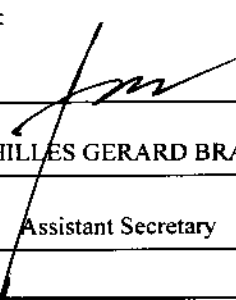
Date: March 19, 2019

Month: March

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	003	DBM-Offices of the Assistant Secretaries	Receiving Dater Stamp	1.00	3,000.00	3,000.00
2	Piece	003	DBM-Offices of the Assistant Secretaries	"Receiving Copy" Stamp	1.00	650.00	650.00
3	Piece	003	DBM-Offices of the Assistant Secretaries	Self-inking Mini Dater Stamp 4mm	1.00	400.00	400.00
						Total	P 4,050.00

Amount In Words **FOUR THOUSAND FIFTY PESOS AND 00/100**

Description Self inking stamps: 1) Receiving Dater Stamp, 2) "Receiving Copy" Stamp, and 3) Mini Dater Stamp

Requested By:	Approved By:
Signature : 	
Printed Name : ACHILLES GERARD BRAVO	
Designation : Assistant Secretary	

2019-03-00080

PR Reviewer Approval

PURCHASE REQUEST**Department of Budget and Management**

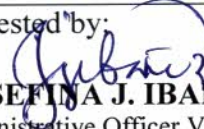

Agency

SPIB 2019-01

Department: Systems & Productivity PR No.: 19-029 Date: January 16, 2019
 Section: Improvement Bureau SAI No. _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		Purchase of TRODAT for:			
1.	piece	DATER	1		
2.	piece	CLOTILDE S. LACSAMANA-DRAPETE Director IV, SPIB	1		
3.	piece	EMELITA B. MENGHAMAL Assistant Director, SPIB	1		
4.	piece	JOSEFINA J. IBANEZ Administrative Officer V, SPIB	1		
		(Font 12)			

Purpose: For the official use of SPIB. The above mentioned item are not available in the PS but are regularly purchased from other sources.

Signature: Printed Name: Designation:	Requested by:  JOSEFINA J. IBANEZ Administrative Officer V, SPIB	Approved by:  CLOTILDE S. LACSAMANA-DRAPETE Acting Director, SPIB
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Department of Budget and Management

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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-2019-03-00080

Date: March 21, 2019

Month: March

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Piece	019	DBM-Systems and Productivity Improvement Bureau	Purchase of TRODAT dater	1.00	3,000.00	3,000.00
2	Piece	019	DBM-Systems and Productivity Improvement Bureau	Purchase of TRODAT (47x18) CLOTILDE S. LACSAMANA-DRAPETE Director IV, SPIB	1.00	800.00	800.00
3	Piece	019	DBM-Systems and Productivity Improvement Bureau	Purchase of TRODAT for: EMELITA B. MENGHAMAL Assistant Director, SPIB	1.00	800.00	800.00
4	Piece	019	DBM-Systems and Productivity Improvement Bureau	Purchase of TRODAT for: JOSEFINA J. IBANEZ Administrative Officer V, SPIB	1.00	800.00	800.00

Total P 5,400.00

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

Description Purchase of TRODAT for:
1. Dater
2. Clotilde S. Lacsamana-Drapete, Director IV, SPIB
3. Emelita B. Menghamal, Assistant Director, SPIB
4. Josefina J. Ibanez, Administrative Officer V, SPIB

Requested By:

Approved By:

Signature :

Printed Name :

CLOTILDE DRAPETE

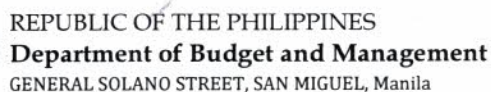
Designation :

Acting Director IV

approved requested

2019-03-0057

PURCHASE REQUEST Department of Budget and Management					
Agency					
Department: Administrative Service		PR No.: 19-032		Date: January 17, 2019	
Section: PMD		SAI No.:		Date:	
Requisition				Issuance	
Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	set	Self-Inking Stamp (Size: 38 x 14 mm, Ink Color: Black)	1	700.00	700.00
		JOYCE D. LABAO Procurement Management Division			
	pc	Self-Inking Numbering Stamp	1	300.00	300.00
				TOTAL:	1,000.00
NOTHING FOLLOWS					
Purpose: <u>For official use</u>					
Signature Printed Name Designation		Requested by: ELLEN MAE A. ESTIPONA Administrative Assistant V		Approved by: JOYCE D. LABAO OIC-Chief AO	



Entity Name : Department of Budget and Management

Division/Unit :

Office : IAS

Requisition

Stock No.

Stock No.

Stock No.

Unit	Description
------	-------------

Unit	Description
------	-------------

QTY

Quantity

Fund Cluster :

Responsibility Center Code :

RIS No. :

Stock Available?

Yes

Yes

Issue

QTY

Quantity

Remarks

Remarks

Purpose:	To be used in the proper filing and labeling of IAS documents
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Requested by:

Approved by:

Issued by:

Received by:

Signature :

Printed Name :

Designation :

Date :

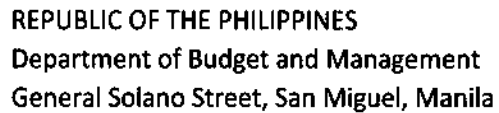
JOVEN A. PURGANAN
Administrative Officer III

DANTE B. DE CHAVEZ
Director IV, IAS

1/8/2019

1/8/2019

TERESA N. SULLIVAN
AD DESIGNNOTE



Entity Name : Department of Budget and Management
Division/Unit : OD
Office : AS

Responsibility Center Code :
RIS No. : AS

Stock Available?	Issue

Purpose: For the use of the AS Director

Approved by: SPRUE
THEA MARIE SPRINNE F. PALARCA

Received by:

[Signature]

3/5/2019

REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
General Solano Street, San Miguel, Manila

REQUISITION AND ISSUE SLIP

Entity Name : Department of Budget and Management
Division/Unit : Administrative Service
Office : SECURITY OFFICE

Fund Cluster :
Responsibility Center Code :
RIS No. :

Requisition

Stock No.	Unit	Description	QTY
Stock No.	Unit	Description	Quantity

Stock Available?

Yes	No
Yes	No

Issue


QTY
Quantity

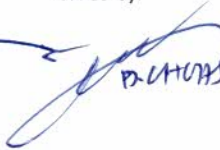
Remarks
Remarks

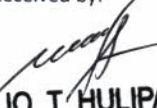
1	pc	SELF-INKING STAMP	1		-	1	
		"EMILIO T HULIPAS"	1		-		
		Nothing follows			-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		

Purpose: For use in admin purposes

Signature : 
Printed Name : EMILIO T HULIPAS
Designation : SECURITY OFFICER IV
Date : 13-Feb-19

Requested by:
Approved by: 
THEA MARIE CORTINA ALARICA
DIRECTOR

Issued by: 
EMILIO T HULIPAS

Received by: 
EMILIO T HULIPAS 05.3.19



REQUISITION AND ISSUE SLIP

Entity Name : Department of Budget and Management
Division/Unit : Office of the Secretary
Office :
Requisition

Fund Cluster :
Responsibility Center Code : OSEC
RIS No. : OSEC
Stock Available? Issue

Stock No.	Unit	Description	Quantity	Yes	No	Quantity	Remarks
	piece	Self-inking Stamp					
		Max. text plate size:					
		70 x 25 mm					
		Ink Color: Blue					
	piece	Self-inking Stamp					
		Max. text plate size:					
		26 x 9 mm					
		Ink Color: Blue					
	piece	Self-inking Stamp					
		Max. text plate size:					
		47 x 18 mm					
		Ink Color: Black					

Purpose:

For office use

Requested by:

Approved by:

Issued by:

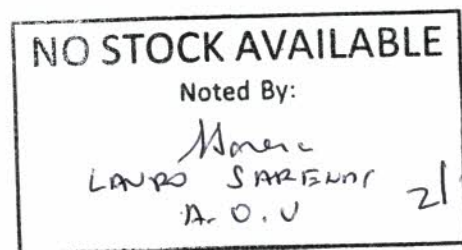
Received by:

Signature :
Printed Name :
Designation :
Date :

ABEGAIL D. IGNA
Administrative Officer IV
1/10/2019

Amelita F. Pangandaman
Undersecretary
1/10/2019

ABEGAIL D. IGNA
Administrative Officer IV
1/10/2019




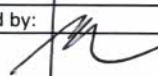
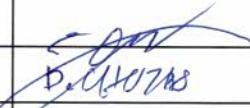



REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
General Solano Street, San Miguel, Manila

REQUISITION AND ISSUE SLIP

Entity Name : **Department of Budget and Management**

Fund Cluster : **01 - Regular Agency Fund**

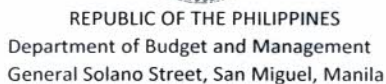
Division/Unit :	Office of the Assistant Secretary Bravo				Responsibility Center Code :		
Office :	Office of the Assistant Secretary Bravo				RIS No. :		
Requisition				Stock Available?		Issue	
Stock No.	Unit	Description	QTY	Yes	No	QTY	Remarks
	Piece	Receiving dater stamp	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	
	Piece	"Receiving Copy" stamp	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	
	Piece	Self-Inking Mini Dater Stamp 4mm	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	
Purpose:		For use of Asec. Bravo in carrying out his functions as Assistant Secretary for Internal Management					
	Requested by:	Approved by:	Issued by:		Received by:		
Signature :							
Printed Name :	RENISSA MAPAYE	ACHILLES GERARD C. BRAVO	D. CRUZ		RENISSA MAPAYE		
Designation :	EXECUTIVE ASSISTANT II	ASSISTANT SECRETARY			EXECUTIVE ASSISTANT II		
Date :	February 14, 2019	February 14, 2019					



REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
General Solano Street, San Miguel, Manila

REQUISITION AND ISSUE SLIP

Entity Name :	Department of Budget and Management				Fund Cluster:		
Division/Unit :	Admin Unit				Responsibility Center Code :		
Office :	Systems and Productivity Improvement Bureau				RIS No. :		
Requisition				Stock Available?		Issue	
Stock No.	Unit	Description	QTY	Yes	No	Quantity	Remarks
		TRODAT for the following:					
	piece	DATER	1	/		1	
	piece	CLOTILDE S. LACSAMANA-DRAPETE Director IV, SPIB	1	/		1	
	piece	EMELITA B. MENGHAMAL Assistant Director, SPIB	1	/		1	
	piece	JOSEFINA J. IBANEZ Administrative Officer V	1	/		1	
Purpose:	For official use in SPIB.						
Requested by:	JOSEFINA J. IBANEZ			Approved by:	CLOTILDE S. LACSAMANA-DRAPETE		Issued by:
Signature :							
Printed Name :	JOSEFINA J. IBANEZ			CLOTILDE S. LACSAMANA-DRAPETE		JOSEFINA J. IBANEZ	
Designation :	Administrative Officer V			Director IV		Administrative Officer V	
Date :	February 15, 2019			February 15, 2019		February 15, 2019	



Entity Name : Department of Budget and Management

Fund Cluster :

Division/Unit OFFICE OF THE ASSISTANT SECRETARY





Responsibility Center Code :

Office : FISCAL PLANNING AND REFORMS BUREAU

RIS No. :

Purpose:	Item #1 &3 For change of position title (Asec. Toledo and Ms. R. Gutierrez) use.
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Item #4 For administrative use.

Signature : Printed Name : Designation : Date :	 CELIA B. DOMINGUEZ-SCOTT Administrative Assistant III January 10, 2019	Approved by:  ROLANDO U. TOLEDO Assistant Secretary January 10, 2019	Issued by:  D. CHOZAS	Received by:  CELIA B. DOMINGUEZ-SCOTT Administrative Assistant III January 10, 2019
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REPUBLIC OF THE PHILIPPINES
 Department of Budget and Management
 General Solano Street, San Miguel, Manila



REQUISITION AND ISSUE SLIP

Entity Name : Department of Budget and Management

Fund Cluster :

Division/Unit : Procurement Management Division

Responsibility Center Code :

Office : Administrative Service

RIS No. : AS

1582

Requisition

Stock Available?

Issue

Stock No.	Unit	Description	Quantity	Yes	No	Quantity	Remarks
	set	Self-Inking Stamp (Size: 38 x 14 mm, Ink Color: Black) JOYCE D. LABAO Procurement Management Division	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	pc	Self-Inking Numbering Stamp	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Purpose:

For official use

Signature :

Requested by:

 ELLEN MAE A. ESTIPONA

Approved by:

JOYCE D. LABAO

Issued by:

D. Alcaraz

Received by:

J. Labao

Printed Name :

Designation :

Date :

Administrative Assistant V

OIC-Chief Administrative Officer

January 16, 2019

January 16, 2019

PRICE

720

720

720

785

785

785

785

785

785

785

195

195

625

625

625

1,370

semi

Design A (Size 38 x 14 mm, Black, Two Lines, Self-Inking Machine and Rubber)

A.1 DANTE B. DE CHAVEZ
Director IV, IAS

A.2 DANTE B. DE CHAVEZ
Director IV, IAS

A.3 YOLANDA R. REYES
Assistant Director

IAS

FPRB

IAS

FPRB

AS

OSEC

SPIB

OFF. OF ASec. Bravo

Design B (Size 47 x 18 mm, Black, Two Lines, Self-Inking Machine and Rubber)

B.1 THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

B.2 MIRIAM ANNE L. TORIO
Executive Assistant III, OSEC

B.3 ABEGAIL D. IGNA
Administrative Officer IV, OSEC

B.4 CLOTILDE S. LACSAMANA-DRAPETE
Director IV, SPIB

B.5 EMELITA B. MENGHAMAL
Assistant Director, SPIB

B.6 JOSEFINA J. IBAÑEZ
Administrative Officer V, SPIB

B.7 JOYCE D. LABAO
Procurement Management Division

AS

OSEC

SPIB

AS

Design C (Size: 38 x 14 mm, Black, Two Lines, Replacement of Self-Inking Stamp Rubber)

C.1 ROLANDO U. TOLEDO
Assistant Secretary

C.2 RHEA P. GUTIERREZ
Administrative Officer V

OSEC

FPRB

Design D (Size: 26 X 9 mm, Black, One Line, Self-Inking Machine and Rubber)

D.1 Receiving Copy

D.2 File Copy

D.3 FPRB File Copy

Office of ASec

OSEC

FPRB

Bravo

Design E (Size: 50 x 30 mm, Black, Three Lines, Self-Inking Machine and Rubber)

CERTIFIED
TRUE COPY

IAS

PRICE

1,165

semi

785

1,460

semi

1,520

semi

2,925

semi

2,925

semi

2,925

semi

360

390

Design F (Size: 50 x 30 mm, Black, Two Lines, Self-Inking Machine and Rubber)	
17	COPY FOR
Design G (Size: 47 x 18 mm, Red, One Line, Self-Inking Machine and Rubber)	
18	CONFIDENTIAL
Design H (Size: 38 x 14 mm, Black, One Line, Self-Inking Machine and Rubber)	
19	EMILIO T HULIPAS
Design I (Size: 70 x 25 mm, Blue, Six Lines, Self Inking Machine and Rubber)	
20	CERTIFIED TRUE COPY
Name and Signature	
Date	
DEPARTMENT OF BUDGET AND MANAGEMENT	
Design J (Customized Self-Inking Stamp with Dater)	
J.1	Department of Budget and Management
21	RECEIVED JAN 10 2019 OFFICE OF THE ASSISTANT SECRETARY ACHILLES GERARD C. BRAVO BY: _____ CONTROL NO. _____
J.2	DEPARTMENT OF BUDGET AND MANAGEMENT INTERNAL AUDIT SERVICE
22	RECEIVED JAN 10 2019 BY: _____ CONTROL NO. _____
J.3	Department of Budget and Management
23	RECEIVED JAN 10 2019 SYSTEMS AND PRODUCTIVITY IMPROVEMENT BUREAU BY: _____ CONTROL NO. _____

24 * Mini Dater stamp - office of Asst. Brno

25 * Ink for Self-Inking Stamps

24 (2 pcs)

- FPRB

Total: 26 items

BSO	Text and Sample	Max Text Plate Size	Color	Quantity	Remarks
IAS	DANTE B. DE CHAVEZ Director IV, IAS	38x14 mm	Black	1	set
	DANTE B. DE CHAVEZ Director IV	38 x 14 mm	Black	1	set
	CERTIFIED TRUE COPY	47 x 18	Black	1	set
	CONFIDENTIAL	50 x 10	Red	1	set
	COPY FOR	47 x 18	Black	1	set
	 Internal Audit Service	60 x 40	Black	1	Customized Dater : Please see sample
AS	THEA MARIE CORINNE F. PALARCA Director IV, Administrative Service	38 x 14 mm	Black	1	set
FPRB	ROLANDO U. TOLEDO Assistant Secretary	38 x 14 mm	Black	1	rubber stamp only
	YOLANDA R. REYES Assistant Director	38 x 14 mm	Black	1	Set
	RHEA P. GUTIERREZ Administrative Officer V	38 x 14 mm	Black	1	rubber stamp only
	FPRB File Copy	26 x 9 mm	Black	1	Set
Office of Assistant Secretary Bravo	 Office of the Assistant Secretary Achilles Gerard C. Bravo	60 x 40	Blue	1	Customized Dater : Please see sample
	(Date Only)	4 mm		1	set
	Receiving Copy	38 x 14 mm	Black	1	set
OSEC	CERTIFIED TRUE COPY				
	Name and Signature				
	Date				
	DEPARTMENT OF BUDGET AND MANAGEMENT	70 x 25 mm	Black	1	set
	FILE COPY	26 x 9 mm	Black	1	set
	MIRIAM ANNE L. TORIO Executive Assistant III, OSEC	38 x 14 mm	Black	1	set
	ABEGAIL D. IGNA Administrative Officer IV, OSEC	38 x 14 mm	Black	1	Set
Total				18	

For TRODAT

1	DANTE B. DE CHAVEZ Director IV, IAS ✓	38 x 14
2	DANTE B. DE CHAVEZ ✓ Director IV	38 x 14
3	CERTIFIED TRUE COPY ✓ _____	
4	CONFIDENTIAL ✓ (Red Color)	
5	COPY FOR _____ ✓	

For Dater

6	<p>DEPARTMENT OF BUDGET AND MANAGEMENT INTERNAL AUDIT SERVICE</p> <p>RECEIVED 11 OCT 2010</p> <p>BY: _____ CONTROL NO. _____</p>
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For TRODAT

1		DANTE B. DE CHAVEZ Director IV, IAS
2		DANTE B. DE CHAVEZ Director IV
3		CERTIFIED TRUE COPY _____
4		CONFIDENTIAL (Red Color)
5		COPY FOR _____

For Dater

6	<p>DEPARTMENT OF BUDGET AND MANAGEMENT INTERNAL AUDIT SERVICE</p> <p>RECEIVED 11 OCT 2013</p> <p>BY: _____ CONTROL NO. _____</p>
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No. of Day/s Completed:

No. of Day/s Completed:

D3/4

DR 10. 10-050
DR 10. 10-050

DR 10. 10-050
DR 10. 10-050

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Name of Payee: Answers General Merchandise
Title of Project: Supply and Delivery of Various Self-Inking Stamps
Contract Cost: 720,740.00

CHECKLIST OF DOCUMENTS

REMARKS

Checklist of documents forwarded to Finance Service for:

A. FUNDING (OBLIGATION AND CAF)

1. ☒ Purchase Request/ APP
2. ☒ Pre-Inspection Report
3. ☒ Obligation Request and Status
4. ☒ Eligibility Documents of Suppliers
5. ☒ Purchase Order/Contract
6. ☒ Request for Price Quotation
7. ☒ Abstract of Quotation
8. ☒ Notice of Award
9. ☒ Notice to Proceed
10. ☒ Distribution List
11. ☒ Other Documents, if any.

Self-Inking stamp details

2019-017

Received checked items:

J. M. Arroyo

Print Name & Signature

3/12/19

Date and Time

B. PROCESSING OF PAYMENT (DV)

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

3/12/19

Received checked items:

J. M. Arroyo

Print Name & Signature

3/15

Date and Time

C. ADDITIONAL DOCUMENTS, if any

Received checked items:

Print Name & Signature

Date and Time

Handwritten text at the top of the page, possibly a title or header, including the word "Handwritten" and some illegible characters.

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