



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
REGION VIII

## NOTICE OF AWARD

December 13, 2024

**The Manager**  
**HANZ GRAPHICS & DIGITAL IMAGING INC.**  
Tacloban City

Dear **Sir/Madam:**

This is to notify you that your Bid for the **"Supply and Delivery of Various Office Supplies for Gender and Development (GAD) Year-End Assessment Kit"** specifically for **Items 4 and 5** for the contract Price of **Eleven Thousand One Hundred Pesos (P11,100.00)** Only is hereby accepted.


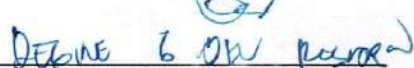
Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

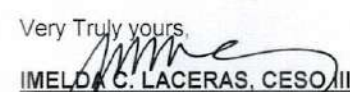
  
**IMELDA C. LACERAS, CESO III**  
Regional Director

Conforme:

  
  
(Signature over Printed Name)  
**Manager / Authorized Representative**  
**HANZ GRAPHICS & DIGITAL IMAGING INC.**  
Date of Receipt: \_\_\_\_\_ 12/13/24

**PURCHASE ORDER**

**Department of Budget and Management**  
**Regional Office VIII**  
 Villa Ruiz, Bgy 77, Marasbaras, Tacloban City  
 Tel. No. (053) 888-0548, & 832-1628

Supplier : <b>HANZ GRAPHICS &amp; DIGITAL IMAGING</b>		P.O. No. : <u>2024-12-053</u>			
Address : <b>Tacloban City</b>		Date : <b>December 13, 2024</b>			
TIN :		Mode of Procurement : <b>Negotiated - SVP</b>			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <b>DBM RO VIII, Marasbaras, Tacloban City</b>		Delivery Term :			
Date of Delivery : <b>See note below.</b>		Payment Term : <b>LDDAP-ADA</b>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Supply and Delivery of Various Office Supplies for Gender and Development (GAD) Year-End Assessment Kit</b>			
	<b>pcs</b>	<b>Personalized UV Print Insulated thermal Bamboo Flask</b>	<b>3</b>	<b>500.00</b>	<b>1,500.00</b>
		Capacity: 350ml			
		Material: Stainless steel body with a wooden lid			
		Engrave Type: Fiber Laser			
	<b>pcs</b>	<b>Memo Notebook Notepad with Multi Size &amp; Color Sticky Notes</b>	<b>32</b>	<b>300.00</b>	<b>9,600.00</b>
		Memo Notebook Notepad with Multi Size & Color Sticky Notes - Cover: Leather/Faux Leather - Size: Atleast 8 inches (h) x 5 inches (w) - With Sticky notes of various color and sizes, 100 sheets per pad - (2) 3"x3" sticky note pad, Color: Yellow and Pink - (1) 3"x atleast 2.8" Sticky note pad, Color: White Smoke or Yellow - (2) 2"x3" Sticky note pad, Color: Light Pink and Mint Green - (1) 3"x4" Sticky note pad, Color: White - (5) flourescent Index Plastic Sticky note Page Marker, Color: Orange, Blue, Pink, Green, Yellow Green" - With Memo Pad and Rectable Pen (32 Blue Ink Pen) - Memo Pad size: A5, atleast 100 sheets per pad			
		Terms and Conditions: 1. Delivery of Item shall be three (3) calendar days from receipt of NOA/PO. 2. Payment shall be made upon receipt of Billing/Statement of Account and valid Tax Clearance. 3. Price shall be inclusive of 12% VAT and delivery charge. 4. Service Delivered: DBM RO VIII Villa Ruiz Road, Brgy. 77 Marasbaras, Tacloban City			
<p>In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.</p> <p>We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.</p>					
Conforme:		Very Truly yours,  <b>IMELDA C. LACERAS, CESO III</b> Regional Director			
DEANE G. AN PUS GRW (Signature over printed name) Date <u>12/13/24</u>					
Fund Cluster : _____		ORS/BURS No. : _____			
Funds Available : _____		Date of the ORS/BURS: _____			
MA. JOANNA C. LANTAJO Accountant		Amount : _____			