



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION VIII

NOTICE OF AWARD

April 25, 2024

The Manager
HANZ GRAPHICS
Tacloban City



Dear **Sir/Madam**:

This is to notify you that your Bid for the **Supply and Delivery of Memo Pad with Sticky Notes and Leather Cover, and Twistable Fan** for the contract Price of **Fifty-Two Thousand Five Hundred Pesos (P52,500.00)** 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

For the Regional Director
[Signature]
AVELI N. HERNANDEZ
Director III

Conforme:

[Signature]
REGINE G DEL ROSARIO
(Signature over Printed Name)
Manager / Authorized Representative
HANZ GRAPHICS
Date of Receipt: 4-25-24

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 : Hanz Graphics		P.O. No. : <u>2024-04-013</u>			
Address : Tacloban City		Date : April 25, 2024			
TIN :		Mode of Procurement : Negotiated-SVP			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City		Delivery Term :			
Date of Delivery : See note below.		Payment Term : LDDAP-ADA			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	Supply and Delivery of Memo Pad with Sticky Notes and Leather Cover, and Twistable Fan			₱52,500.00
	pcs	Twistable Fan - Color: White - Design: Please see attached file - Diameter: atleast 10 inches - Print size: atleast 7 inches - Print Type: Colored/Direct To Film (DTF) Delivery Period: Three (3) Calendar Days upon receipt of NOA and PO Payment Period: Within seven (7) calendar days upon receipt of invoice.	500		
	pcs	Memo Pad with Sticky Notes and Leather Cover - Cover: Leather/Faux Leather - 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 (50 Blue Ink Pen & 50 Black Ink Pen) - Memo Pad size: A5, atleast 100 sheets per pad - Print Type: Direct to Film - Print Design: Please see attached file Delivery Period: Five (5) Calendar Days upon receipt of NOA and PO Payment Period: Within seven (7) calendar days upon receipt of invoice.	100		
TOTAL					₱52,500.00

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

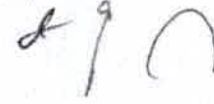
We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.

Very Truly yours,

Conforme:


REGINE G. OZA
(Signature over printed name)

For the Regional Director IMELDA C. LACERAS, CESO III
Regional Director
ALELI N. HERNANDEZ
Director III



Date 4-25-24

Fund Cluster : _____
Funds Available : _____

MA. JOANNA C. LANTAJO
Accountant

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____