



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
REGION VIII

**NOTICE OF AWARD**

February 19, 2025

**The Manager**  
**NEW FIVE STAR TRADING & PRINTING PRESS**  
Tacloban City

**OFFICIAL  
RELEASE**

☐ EMAIL ONLY ☐ WITH EMAIL ☒ WITH HARDCOPY

BY: LORELIE R. BADAJOS

DATE: 2/19/25

Dear **Sir/Madam**:

This is to notify you that your Bid for the "**SUPPLY AND DELIVERY OF VARIOUS JANITORIAL AND OFFICE SUPPLIES FOR 1ST QUARTER FY 2025**" for the contract Price of **Twenty-Five Thousand Three Hundred Forty Pesos (P25,340.00)** Only is hereby accepted.

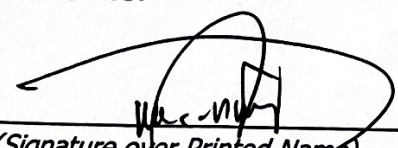
Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

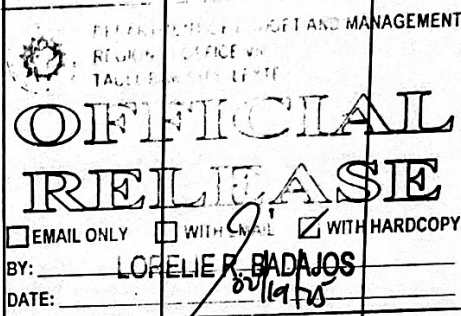
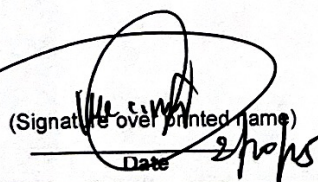
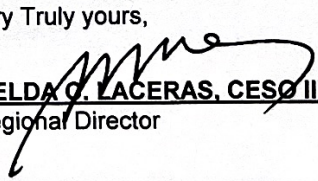
  
**IMELDA C. LACERAS, CESO III**  
Regional Director

Conforme:

  
(Signature over Printed Name)  
**Manager / Authorized Representative**  
**NEW FIVE STAR TRADING & PRINTING PRESS**  
Date of Receipt: 2/19/25



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

<b>Supplier :</b> NEW FIVE STAR TRADING & PRINTING PRESS <b>Address :</b> Tacloban City <b>TIN :</b>		<b>P.O. No. :</b> 2025-02-007 <b>Date :</b> February 19, 2025 <b>Mode of Procurement :</b> Shopping 52.1(b)	
<b>Gentlemen:</b> Please furnish this Office the following articles subject to the terms and conditions contained herein:			
<b>Place of Delivery :</b> DBM RO VIII, Marasbaras, Tacloban City <b>Date of Delivery :</b> See note below.		<b>Delivery Term :</b> <b>Payment Term :</b> LDDAP-ADA	
<b>Stock/ Property No.</b>	<b>Unit</b>	<b>Description</b>	<b>Quantity      Unit Cost      Amount</b>
		SUPPLY AND DELIVERY OF VARIOUS JANITORIAL AND OFFICE SUPPLIES FOR 1ST QUARTER FY 2025	
	ream	FOLDER, tagboard, Legal, 100 pcs per box, white color	2      500.00      1,000.00
	box	FOLDER, pressboard; Pressboard, Legal, 100 pcs per box (Yellow(2), Orange(2), Blue(2), White(1), Green (2))	9      2,600.00      23,400.00
	kilo	RAGS, Random-cut cotton material, absorbent	2      140.00      280.00
	box	RUBBER BAND No. 18, 350g, Large Size	3      220.00      660.00
		<b>Terms and Conditions:</b> 1.Payment shall be made within three (3) working days upon receipt of Bill/Charge Invoice and valid Tax Clearance issued by the BIR.  2.Price shall be inclusive of 12% VAT and delivery charge.  3.Location Delivered: DBM ROVIII, Villa Ruiz Road, Brgy. 77 Marasbaras, Tacloban City.  4.Delivery Period – Ten (10) Calendar Days upon receipt of NOA and PO	<div style="border: 1px solid black; padding: 5px; text-align: center;">   <b>OFFICIAL RELEASE</b>  <input type="checkbox"/> EMAIL ONLY    <input type="checkbox"/> WITH MAIL    <input checked="" type="checkbox"/> WITH HARDCOPY          BY: LORELIE R. BADAJOS          DATE: 02/19/25       </div>
			25,340.00
<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>			
<b>Conforme:</b>  (Signature over printed name) Date: 2/19/25		Very Truly yours,   <b>IMELDA O. LACERAS, CESO III</b> Regional Director	
<b>Fund Cluster :</b> _____ <b>Funds Available :</b> _____  <b>MA. JOANNA C. LANTAJO</b> Accountant		<b>ORS/BURS No. :</b> _____ <b>Date of the ORS/BURS:</b> _____  <b>Amount :</b> _____	