



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE REGION III

Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga

NOTICE OF AWARD

MR. ROBERTO K. LIM

Authorized Representative

LIM'S SCHOOL AND OFFICE SUPPLIES AND GENERAL MERCHANDISE

Sto Nino, Guagua, Pampanga

Dear **MR. LIM**,

Please be informed that your proposal of services may commence on the project "**PROCUREMENT OF OFFICE SUPPLIES TO SUPPORT THE 24/7 OPERATIONS CENTER (1ST QUARTER FY 2022)**", with a total price of **Thirty-One Thousand Seven Hundred Seventy-Five and 50/100 Pesos (Php31,775.50)** only as negotiated and verified in accordance with the requirements of the Office of Civil Defense (OCD) RO III is hereby accepted.

Meantime, you are requested to affix your conformity hereto and send this back to us not later than two (2) working days from receipt of this notice.

Very truly yours,

CESAR M. IDIO, CESE
Regional Director
Head of Procuring Entity

Conformed:

ROBERTO LIM

Authorized Representative of Bidder

Date: 3-17-22

NOA-R3-2022-03-003



PURCHASE ORDER
OFFICE OF CIVIL DEFENSE - REGION 3
 Entity Name

Supplier :	LIM'S SCHOOL AND OFFICE SUPPLIES AND GENERAL MERCHANDISE	P.O. No. :	2022-03-001
Address :	Guagua, Pampanga	Date :	10-Mar-22
TIN :	122-701-110-000	Mode of Procurement :	Shopping

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	bottle	Ink, for stamp pad	1	16	16.00
	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	5	16	80.00
	pad	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	5	25	125.00
	pad	NOTE PAD, stick on, 3" x 3"	5	17	85.00
	ream	PAPER, multi-purpose, legal, 70gsm	9	165	1,485.00
	pack	BATTERY, dry Cell, size AA	10	16	160.00
	pack	BATTERY, dry Cell, size AAA	10	16	160.00
	box	STAPLE WIRE, heavy duty, binder type, 23/13	1	60	60.00
	box	STAPLE WIRE, standard	1	45	45.00
	roll	TAPE, electrical	2	14	28.00
	roll	TAPE, MASKING, 48mm	2	56	112.00
	roll	TAPE, packaging, 48mm	2	28	56.00
	roll	TAPE, transparent, 48mm	2	28	56.00
	piece	CORRECTION TAPE, 8m	5	16	80.00
	piece	DATA FILE BOX	20	90	1,800.00
	piece	DATA FOLDER	15	75	1,125.00
	box	ENVELOPE, documentary, A4	1	680	680.00
	box	ENVELOPE, DOCUMENTARY, for legal size document	1	800	800.00
	piece	ERASER, FELT, for blackboard/whiteboard	4	18	72.00
	box	INDEX TAB, self-adhesive, transparent	20	70	1,400.00
	piece	MARKER, fluorescent	5	12.5	62.50
	piece	MARKER, whiteboard, black	5	20	100.00
	piece	MARKER, whiteboard, blue	5	20	100.00
	piece	MARKER, whiteboard, red	5	20	100.00
	piece	MARKER, permanent, black, bullet type	5	12	60.00
	piece	MARKER, permanent, blue, bullet type	5	12	60.00
	piece	MARKER, permanent, red, bullet type	5	12	60.00
	box	PAPER CLIP, vinyl/plastic coated, 33mm	20	12	240.00
	box	PAPER CLIP, vinyl/plastic coated, 50mm	20	20	400.00
	box	PENCIL, lead, with eraser	5	42	210.00
	piece	STAMP PAD, felt	1	42	42.00
	piece	BLADE, for general purpose cutter / utility knife	1	10	10.00
	piece	CUTTER/UTILITY KNIFE, for general purpose	2	18	36.00
	piece	DATING AND STAMPING MACHINE	2	60	120.00
	piece	PUNCHER, paper, heavy duty	2	140	280.00
	pair	SCISSORS, symmetrical	5	30	150.00
	piece	STAPLER, standard type	2	120	240.00
	piece	STAPLER, heavy duty, binder type	2	400	800.00
	piece	STAPLE REMOVER, plier type	2	60	120.00
	piece	TAPE DISPENSER, table top	2	70	140.00
	piece	SIGN PEN, black	10	16	160.00
	piece	SIGN PEN, blue	10	16	160.00
	pad	Sticky Note, Tab size, 1 in x 1.7 in	15	12	180.00
	pack	Vellum Paper, A4, 220 gsm	15	28	420.00
	piece	Megabox Storage Box, grey, 50L	5	600	3,000.00
	bottle	Ink Bottle, Black, 1L	1	270	270.00
	bottle	Ink Bottle, Magenta, 1L	1	270	270.00
	bottle	Ink Bottle, Light Cyan, 1L	1	270	270.00
	bottle	Ink Bottle, Yellow, 1L	1	270	270.00



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NOTICE TO PROCEED

MR. ROBERTO K. LIM
Authorized Representative
LIM'S SCHOOL AND OFFICE SUPPLIES AND GENERAL MERCHANDISE
Sto Nino, Guagua, Pampanga


Dear **MR. LIM**,


Please be informed that the **Purchase Order No. 2022-03-001** having been approved, notice is hereby given to **LIM'S SCHOOL AND OFFICE SUPPLIES AND GENERAL MERCHANDISE** that delivery of services may commence on the project "**PROCUREMENT OF OFFICE SUPPLIES TO SUPPORT THE 24/7 OPERATIONS CENTER (1ST QUARTER FY 2022)**", effective upon receipt and acceptance of this Notice.

May we request you or your authorized representative to receive this notice and the approve Contract not later than three (3) working days reckoned from the date of this Notice.

Furthermore, failure on your part to receive document on the specified date is a ground for cancellation of the aforesaid Contract.

Very truly yours,


CESAR M. IDIO, CESE
Regional Director, Office of Civil Defense RO III
Head of Procuring Entity

I acknowledge receipt of this Notice on 3-22-2022
Name of Authorized representative ROBERTO LIM
Authorized Signature 

NTP-R3-2022-03-003

TELEFAX: OPERATIONS (045) 455-0033 ; ADMIN (045) 455-1526
MOBILE NOs.: SMART (0939-939-3051) ; GLOBE (0917-547-2805)
EMAIL: ocdregion3@gmail.com / r3.rdrmc.ocd@gmail.com