

**PURCHASE ORDER  
NATIONAL PRINTING OFFICE**

Entity Name

National Printing Office	
<b>RECEIVED</b>	
BY <u>MB</u>	Appendix 61
DATE <u>10-15-18</u>	
Bids and Awards Committee	

Supplier : <b>Embu Integrated &amp; Trading Corp.</b>	P.O. No. : <b>RF 18-10-0246</b>
Address : <u>227 Rizal Ave. Ext. Brgy Caloocan City</u>	Date : <u>October 09, 2018</u>
TIN : <u>000-297-204-000</u>	Mode of Procurement : <u>Small Value Procurement</u>
	October 02, 2018

Gentlemen:

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

Place of Delivery : <u>National Printing Office, Property Section</u>	Delivery Term : <u>Ten (10) calendar days</u>
Date of Delivery : <u>Ten (10) calendar days upon receipt of P.O.</u>	Payment Term : <u>upon completion/acceptance of goods</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	reams	<p>Blue Carbonless Paper, CF Bottom Sheet, 55 gsm, Blue Image, Ordinary, size: 28" x 34"</p> <p>Smooth &amp; highly sensitive copying capability, with long term durability, Guillotine trimmed, square on four sides, 500 sheets per ream, wrapped &amp; properly labelled, with numbers, free from creases pinholes and non-blotting, fresh stock, high grade with quality and with pallet.</p> <p>With free sample provided by the supplier (5sheets) date manufactured indicated continuous numbering from the bottom.</p> <p><b>ADDITIONAL REQUIREMENT/CONDITION:</b> Delivery The supplier shall be responsible for the unloading of the delivered papers from the truck/van to the weighing area without additional cost to NPO and the weighing thereof of said items.</p> <p><b>Other Terms &amp; Conditions:</b> All conditions stipulated in the bidding documents shall be form part of this Purchase Order/Contract. <b>"THIS ALSO SERVE AS YOUR NOTICE TO PROCEED"</b></p>	100	2,490.00	249,000.00

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National Printing Office	
<b>RELEASED</b>	
BY <u>MB</u>	
DATE <u>10-16-18</u>	
Bids and Awards Committee	

NATIONAL PRINTING OFFICE  
RECEIVED  
OCT 5 2018  
BY MB  
OFFICE OF THE DIRECTOR  
Tel. No. (02) 771-1111  
Fax No. (02) 771-1111

(Total Amount in Words)	Two Hundred Forty Nine Thousand Pesos Only.	<b>P 249,000.00</b>
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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 everyday of delay shall be imposed on the undelivered item/s.

Conforme:

*Rafael Talla*  
Signature over Printed Name of Supplier  
10-16-18  
Date

Very truly yours,

**FRANCISCO V. VALES, JR.**  
Signature over Printed Name of Authorized Official  
Director IV  
Designation

Fund Cluster : \_\_\_\_\_  
Funds Available : \_\_\_\_\_  
WINIFREDO R. TALLA  
OIC-FMD  
Signature over Printed Name of Chief  
Head of Accounting Division/Unit

ORS/BURS No. : \_\_\_\_\_  
Date of the ORS/BURS: \_\_\_\_\_  
Amount : \_\_\_\_\_

Original Copy Received by  
10-16-18



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**NPO – BAC**

**NOTICE OF AWARD**

Date: October 05, 2018

Embu Integrated & Trading Corp.  
227 Rizal Ave. Ext. Brgy.  
Caloocan City

Notice is hereby served that you have been awarded the contract to supply for the National Printing Office with 100 reams Blue Carbonless Paper, CF Bottom Sheet, 55 gsm, Blue Image, Ordinary, size: 28" x 34" (see back page for complete specifications) for an aggregate amount of P249,000.00 based on terms and conditions in accompanying bid submitted on October 02, 2018 Small Value Procurement Sec. 53.9

A purchase order shall be prepared and will be ready for release within five (5) days from issuance of this NOA. Failure to accept the purchase order within five (5) days from its issuance shall be sufficient ground for the National Printing Office to cancel said purchase order without prejudice to imposing other heavier sanctions against you.

NOTE: Performance Bond not required per Sec. 54.5 of R.A. 9184.

FRANCISCO V. VALES, JR.  
Director IV

Conforme:

Name of Bidder:

Date:

Print Name & Signature

PO# 11-18-D-0246, 10/9/18  
**One NPO, Our NPO, Yes we caNPO!!!**  
Office of the Director (02) 925-2187 / 925-2189 (Telefax) • Administrative Division (02) 925-2182 • Production Planning and Control Division (02) 925-2186 (Telefax)  
Sales and Marketing Division (02) 925-2190 / 925-2197 (Telefax) • Official Gazette Publication (02) 928-6257





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**BIDS AND AWARDS COMMITTEE**

RE: RECOMMENDING FOR  
APPROVAL THE AWARD OF  
CONTRACT TO THE LOWEST  
CALCULATED RESPONSIVE BID

NPO-BAC RESOLUTION No.: 2018-135

WHEREAS, the Bids and Awards Committee (BAC) scheduled the Small Value Procurement on October 02, 2018 for the purchase of Various Paper Supplies under Purchase Request Nos.18-09-0601, 18-09-0602 both dated September 04, 2018 and 18-09-0623 dated September 13, 2018 pursuant to R.A. 9184, Sec. 53.9 with an ABC of Php590,675.00;

WHEREAS, the invitation for submission of price quotations for the above mentioned items was posted at the PhilGEPS on September 26, 2018, NPO Website & Bulletin Board located in conspicuous places of NPO premises to assure full participation from the interested suppliers;

WHEREAS, on the scheduled Small Value Procurement, three (3) bidders submitted their bids and the results were as follows:

**1) 150 reams White Bond Paper, 70gsm, size: 24" x 32"**

Name of Bidder	Bid Amount
1. Nation Paper Products & Printing Corp.	P1,800.00/ream = P270,000.00
2. Embu Integrated & Trading Corp.	P1,829.50/ream = P274,425.00
3. Triplex Enterprises, Inc.	P1,829.50/ream = P274,425.00

**2) 100 reams Blue Carbonless Paper, CF Bottom Sheet, 55 gsm, Blue Image, Ordinary, size: 28" x 34"**

Name of Bidder	Bid Amount
1. Nation Paper Products & Printing Corp.	P2,500.00/ream = P250,000.00
2. Embu Integrated & Trading Corp.	P2,490.00/ream = P249,000.00
3. Triplex Enterprises, Inc.	P2,500.00/ream = P250,000.00

ORIGINAL COPY FILED NO.

Nation Paper Prods. & Printing Corp.  
PO # R# 18-10-0247, dtd 10/9/2018

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3) 5,000 sheets Pink Bristol Board, 180 gsm, Size: 22.5" x 28.5"

Name of Bidder	Bid Amount
1. Nation Paper Products & Printing Corp.	P13.00/sheet = P65,000.00
2. Embu Integrated & Trading Corp.	P13.25/sheet = P66,250.00
3. Triplex Enterprises, Inc.	P13.25/sheet = P65,250.00

WHEREAS, upon careful examination, validation and verification of the participating bidder's capacity to deliver the said item/s, the bid/offer submitted by **Nation Paper Products & Printing Corp. for items 1 & 3 Embu Integrated & Trading Corp. for item 2** were found to be the Lowest Calculated Responsive Bid;

NOW, THEREFORE, we, the members of the Bids and Awards Committee hereby **RESOLVED** as it is hereby **RESOLVE**:

1. Recommend award of item nos. 1 & 3 to Nation Paper Products & Printing Corp. as the Lowest Calculated Responsive Bid/Offer;
2. Recommend award of item no. 2 to Embu Integrated & Trading Corp. as the Lowest Calculated Responsive Bid/Offer;
3. Recommend approval by the Director IV of the National Printing Office (NPO) the foregoing findings.

**RESOLVED**, at the National Printing Office, EDSA cor. NPO Rd., Diliman, Quezon City this 04<sup>th</sup> day of October 2018.

  
**ENGR. NEIL L. MACARAEG**  
Chairman

  
**NAPOLEON G. GONZALES**  
Vice-Chairman

  
**EDDIE B. VISTA**  
Regular Member

**ORIGINAL COPY ATTACHED TO:**  
Nation Paper Prods. & Printing Corp.  
POA RF 18-10-0247, dtd 10/9/2018

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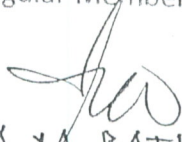
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FLORANTE M. FADUL  
Regular Member

  
MICHELLE F. JAPSON  
Provisional Member

  
YOLANDA B. MARCELO  
Regular Member

  
SOFIA M. BATILANAN  
End-User/Provisional Member

Approved/Disapproved:

  
FRANCISCO V. VALES, JR.  
Director IV

BAC Resolution No. 2018-135

ORIGINAL COPY ATTACHED TO:

Nation Paper Products Printing Corp.

PO# RA 18-10-0247, dt 10/9/2018

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