



PURCHASE ORDER

PURCHASE ORDER NO. : 2024-03-0076	DATE OF P.O. : March 18, 2024
PURCHASE REQUEST NO. : 2024-02-0046	DATE OF P.R. : February 5, 2024
To: APO PRODUCTION UNIT, INC. (Firm/Supplier/Dealer/Contractor)	For delivery within thirty (30) calendar days from Receipts of this Purchase Order the articles at the prices indicated below duly approved by the Committee on Awards:
BRGY. VASRA, VISAYAS AVE., QUEZON CITY (Address)	
Deliver to: SFWD OFFICE San Francisco, Agusan del Sur	Other Terms:

Performance bond is required in the amount of P 0.00, which shall be forfeited for non-delivery/compliance to the terms and conditions.

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	30 0	Box	Official Receipts -2 carbonized copies Specifications Size: 3 2/3 x 9.5 2 ply, 3 ups Carbonless 1st ply top-white 2nd ply bottom-yellow 3,000/box Color Green Supreme Quality Paper 45-158 gsm paper substance -Please see attached sample of our existing official receipt for your reference -Provide sample before printing -Price must be VAT inclusive	2,499.97	74,999.10
GRAND TOTAL					74,999.10

Checked and Evaluated by <i>[Signature]</i> EMERLINDA H LOGO Procurement Assistant B	Funds Available <i>[Signature]</i> JOANNE EVA S RIMANDO AGSO-A	Approved by <i>[Signature]</i> ELMER T LUZON General Manager C
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Note: This is an important paper and will cause great inconvenience if lost. Claim of payment from SFWD shall be supported by this form to be attached to the check voucher.

THIS IS TO ACKNOWLEDGE receipt of this Purchase Order and held myself bound by the terms, conditions and stipulation of the contract and other applicable laws, rules and regulations.

_____ (Signature of Canvasser)	<i>[Signature]</i> Atty. Gil Carlos R. Puyat IV EVP and General Manager Date: _____ Signature: _____ Name: _____
_____ (Signature of Dealer/Bidder or Authorized Representative of the Dealer/Bidder)	_____ Nationality

MAR 2024



"Beyond Providing Water..."

Republic of the Philippines
SAN FRANCISCO WATER DISTRICT
San Francisco, Agusan del Sur

BIDS AND AWARDS COMMITTEE

PROCUREMENT OF ACCOUNTABLE FORM – SFWD’S OFFICIAL RECEIPTS FOR PROOF OF TRANSACTIONS THAT ARE OFFICIALLY ACKNOWLEDGED	
RESOLUTION NO.: 2024-03-070	RESOLUTION RECOMMENDING, BY REFERENDUM, AWARD OF CONTRACT THROUGH NEGOTIATED PROCUREMENT UNDER AGENCY-TO-AGENCY
DATE: March 08, 2024	
<p>WHEREAS, Approved Budget CY 2024 of San Francisco Water District includes PROCUREMENT OF ACCOUNTABLE FORM – SFWD’S OFFICIAL RECEIPTS;</p> <p>WHEREAS, Purchase Request No. 2024-02-0046 dated February 05, 2024 was requested by the ADMIN SECTION for PROCUREMENT OF ACCOUNTABLE FORM – SFWD’S OFFICIAL RECEIPTS FOR PROOF OF TRANSACTIONS THAT ARE OFFICIALLY ACKNOWLEDGED which amounted to Php 75,000.00;</p> <p>WHEREAS, BAC Resolution No. dated February 17, 2024 resolution recommending the use of Negotiated Procurement under Agency-to-Agency as the mode of procurement;</p> <p>WHEREAS, Annex H.V.5.a of RA 9184 of revised IRR of 2016 states, <i>“Agency-to-Agency Agreements shall be governed by the IRR, unless otherwise provided by a special law, such as in the case of Printing Services from Recognized Government Printers and Procurement of Common-use Supplies and Equipment from the DBM-PS”</i>;</p> <p>WHEREAS, Appendix 20.1.2 of the Rule abovementioned states, <i>“Printing of Accountable Forms and Sensitive High Quality/Volume Requirements shall only be undertaken by the recognized government printers, namely: Bangko Sentral ng Pilipinas, National Printing Office, and APO Production Unit, Inc.;</i></p> <p>WHEREAS, Annex A of Appendix 20 lists the accountable forms identified by the recognized government printers;</p> <p>WHEREAS, the BAC Secretariat send a Request for Quotations to the recognized government printers;</p> <p>WHEREAS, in response to the said Quotations, National Printing Office and APO Production Unit, Inc responsive. Hereunder are the results;</p>	
NAME OF BIDDERS & CORRESPONDING BID/QUOTATION	
APO PRODUCTION UNIT, INC.	NATIONAL PRINTING OFFICE
Php 74,999.10	Php 165,600.00
To be delivered at SFWD’s Office withing 30 calendar days upon the receipt of Contract or Purchase Order.	To be delivered at SFWD’s Office withing 30 calendar days upon the receipt of Contract or Purchase Order



WHEREAS, the above result shows that the **APO PRODUCTION UNIT, INC.** has provided the lowest cost of printing services for SFWD's official receipts and **National Printing Office** exceeds the Approved Budget;

WHEREAS, the BAC found that the **APO PRODUCTION UNIT, INC.** has complied with the documentary requirements pursuant to the Rule of Annex H.V.D.5.b;

NOW THEREFORE, upon motion of **MS. CHERYL E. SEVILLA**, unanimously seconded, the BAC hereby –

RESOLVED, to recommend the award of the contract to **APO PRODUCTION UNIT, INC.;**

Adopted, this **8th day of March 2024** at SFWD's Bulding, Brgy. 2, San Francisco, Agusan del Sur.


LEAN V. BANASIG
Member

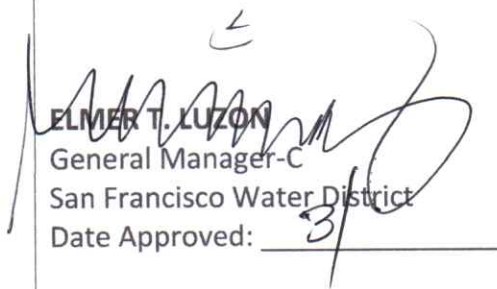

JOHN EDWARD H. LICONG
Member


CHERYL E. SEVILLA
Member

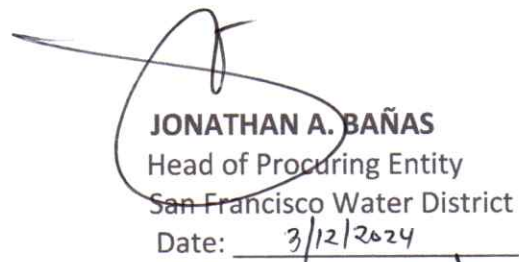

IVY P. DOLIGUEZ
Vice Chairperson


RUBEN M. JARABATA, JR.
Chairperson

APPROVED:


ELMER T. LUZON
General Manager-C
San Francisco Water District
Date Approved: 3/12/2024

NOTED:


JONATHAN A. BAÑAS
Head of Procuring Entity
San Francisco Water District
Date: 3/12/2024