



PURCHASE ORDER

SUPPLIER: **LJB PRINTING SERVICES**  
ADDRESS: 39-B MAPAGMAHAL STREET, BRGY. PINYAHAN  
DILIMAN, QUEZON CITY  
TIN: 137-102-154-000

P.O. No.: 2020-12-217  
DATE: Dec. 7, 2020  
MODE OF PROCUREMENT: NP-SMALL VALUE  
PROCUREMENT

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: ATI, Diliman, Quezon City  
Delivery Terms: 30 WORKING DAYS  
Date of Delivery: Payment Term: LLDDAP

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	copy	Printing and Delivery of Wall Calendar with Metal Hanger Hook Pages: 12 pages (1month/page) Size: 18 inches x 24 inches; Paper stock; book paper #40; Colors: Full color all pages; Process: 4-color printing offset Calendar template (soft copy) to be provided by printer- Inclusive of packing (50 pieces per roll, with handle) and delivery to end user- Prototype must be approved first before mass production	20,000	₱ 30.00	₱ 600,000.00
	pcs	Tickler/Notebook with flap Quantity: 300 pages Size: 6.5x5 in (body) 6.5x1.75 in (flap) Number of pages: 100 Color: black and white, with lines and DA/Ani at Kita logo watermark (inside pages); Full color with full lamination (cover) Paper type; book paper, 80 GSM (inside pages); board with full lamination (cover) With pen and garterized pen holder Date needed: December 15, 2020  Purpose: 1. RCEF calendar to be distributed to beneficiaries 2. To promote RTL and RCEF	300	200.00	60,000.00



TOTAL AMOUNT IN WORDS: **SIX HUNDRED SIXTY THOUSAND PESOS ONLY** ₱ 660,000.00

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

CONFORME: [Signature]  
LUVUMINGA BVEDAPION  
Signature Over Printed Name of Supplier  
Dec. 15, 2020  
Date

Very truly yours, [Signature]  
ALFREDO S. ATON, MPS-DM  
DIRECTOR IV

FUNDS AVAILABLE: [Signature]  
ALYZA JANE VILLAMARZO-CARBUNGO  
OIC CHIEF ACCOUNTANT

OR/BUR No.: 2020-12-47  
12-07-20  
Amount: ₱ 660,000.00

12/9/2020



December 7, 2020

### NOTICE OF AWARD

**MS. LUZVIMINDA BUENAFLO**

Proprietor

**LJB PRINTING SERVICES**

39-B Mapagmahal St.,

Brgy. Pinyahan Diliman

Quezon City

Madam:

Please be informed that the CONTRACT for the supply and delivery of Wall Calendar with Hanger and Tickler/Notebook with Flap, under Purchase Order No. 2020-12-217 is hereby awarded to **LJB PRINTING SERVICES** at the Contract Price equivalent to **SIX HUNDRED SIXTY THOUSAND PESOS ONLY (P 660,000.00)**.

You are therefore required within seven (7) days from the receipt of the approved Purchase Order to formally enter into contract with us by signing the CONFORME below. Failure to enter into the said Contract or confirm the said Purchase Order shall constitute a sufficient ground for cancellation of this award.

Kindly coordinate with the BAC Secretariat for details. Thank you.

Truly yours,

**ALFREDO S. ATON, MPS-DM**

Director IV

CONFORME:

Name and signature of the Bidder's Representative

12-15-20  
Date Received





**AGRICULTURAL TRAINING INSTITUTE – CENTRAL OFFICE  
BIDS AND AWARDS COMMITTEE**

**A RESOLUTION RECOMMENDING APPROVAL FOR ADOPTING ALTERNATIVE METHOD OF  
PROCUREMENT – NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT AND AWARD**  
Section 53. 9 and Annex “H” D-8 of 2016 Revised IRR of RA 9184

**BAC Resolution No. ISD-12-OC, s. 2020**

**WHEREAS**, the Agricultural Training Institute Director/Head of Procuring Entity had approved Purchase Request (P.R.) No. **ISD (RCEF) FUND 2020-11-44** to procure **Wall Calendar with metal Hanger and Tickler/Notebook with Flap** with Approved Budget for the Contract (ABC) of **Php 660,000.00** in accordance to the End-users Project Procurement Management Plan (PPMP);

**WHEREAS**, as a general rule, all procurement shall be done through competitive bidding except whenever justified by the conditions in order to promote economy and efficiency, may resort to any alternative method of procurement;

**WHEREAS**, one of the functions of BAC is to recommend to the Head of Procuring Entity (HOPE) the mode of procurement to be undertaken to meet the actual conditions and to ensure that the same is most advantageous to the government;

**WHEREAS**, the above cited Purchase Request of **Wall Calendar with metal Hanger and Tickler/Notebook with Flap** is not covered by Shopping under Section 52 of the IRR of RA 9184;

**WHEREAS**, the amount involved is within the threshold of Negotiated Procurement - Small Value Procurement as an Alternative Method of Procurement indicated in Annex “H” of the 2016 Revised IRR of RA 9184 for National Government Agencies (NGA's);

**WHEREAS**, invitations be posted thru PhilGEPs and procurement entity's website and other conspicuous places and send three requests for quotations/proposals to suppliers, contractor, and consultants of known qualifications;

**WHEREAS**, the receipt of one (1) quotation/proposal is sufficient to proceed with the evaluation thereof;

**WHEREAS**, ATI ensures that the objectives and purpose of the procurement do not constitute an unnecessary, excessive, extravagant, or unconscionable expenditure;

**WHEREAS**, ATI-BAC shall validate the technical, legal and financial capability of the supplier/s by submission of relevant documents or through other means of exercising due diligence prior to the recommendation of award to the Head of Procuring Entity (HOPE).

**NOW THEREFORE**, in the consideration of the foregoing, We, the Members of the Bids and Awards Committee, hereby **RESOLVE AS IT HEREBY RESOLVED** to:

- 1. Recommend Alternative Method of Procurement through Negotiated Procurement-Small Value Procurement as provided in Sec. 53.9 and Annex H (Consolidated Guidelines for the Alternative Methods of Procurement) of the 2016 Revised IRR of RA 9184 for the above-cited goods/services/infrastructure projects/consulting services; and**
- 2. Recommend the approval and award by the ATI Director of this Resolution and Purchase Order/Contract to the bonafide Supplier/Contractor indicated in the Abstract of Quotations/Canvass as attached.**

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Let copies of this Resolution be posted at the ATI website, and other conspicuous place inside the premises of ATI.

Done this 7TH day of DEC. 2020 at Agricultural Training Institute Central Office, Elliptical Road, Diliman, Quezon City.

**THE BIDS AND AWARDS COMMITTEE:**

**JOSEPHINE K. ABEN**  
Member

**RUMELIA G. DELA CRUZ**  
Member

**ROSE ANN P. LEONOR**  
Member

**LEONILA D. CAIZ**  
Vice Chairperson

**ANTONIETA J. ARCEO**  
Chairperson

**APPROVED BY:**

**ALFREDO S. ATON, MPS-DM**  
Director IV

BAC Resolution No. 160-12-05 s. 2020