



October 16, 2024

NOTICE TO PROCEED

GAKKEN PHILIPPINES INC.
 130 GPI Bldg. Aurora Blvd. cor. A. Lake St.
 San Juan City

THRU: MR. BERNIE E. TORRES
 Authorized Representative
 Gakken Philippines Inc.

Dear Mr. Torres,


The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **GAKKEN PHILIPPINES INC.** Performance may commence on the contract for the following requirement under Purchase Request No. 2024-08-178 dated 30 July 2024 effective on the date of receipt of this notice:

	CFO REQUIREMENTS	TOTAL COST (VAT INCLUSIVE)
Quantity	Item Description	
9 pieces	Original Ink Cartridge Epson T05a1 (C13T05A100) (Black)	PHP 41,292.00
9 pieces	Original Ink Cartridge Epson T0532 (C13T05A200) (Cyan)	PHP 68,391.00
9 pieces	Original Ink Cartridge Epson T05a3 (C13T05A300) (Magenta)	PHP 68,391.00
9 pieces	Original Ink Cartridge Epson T05a4 (C13T05A400) (Yellow)	PHP 68,391.00
	TOTAL AMOUNT	PHP 246,465.00

Delivery Schedule: 20 calendar days upon receipt of the Notice to Proceed

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the agreement and in accordance with the delivery schedule. Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Commission on Filipinos Overseas**.

Very truly yours,


SEC. ROMULO V. ARUGAY
 Chairperson

I acknowledge receipt of this notice on _____ :
 Name of the Representative of the Bidder _____ :
 Authorized Signature _____ :

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within three (3) calendar days from the date of the approval of the contract.



Republic of the Philippines
Office of the President of the Philippines
COMMISSION ON FILIPINOS OVERSEAS
KOMISYON SA MGA PILIPINO SA IBAYONG DAGAT



October 15, 2024

Reference: **PO No: 2024-10-103**

NOTICE OF AWARD

GAKKEN PHILIPPINES INC.

130 GPI Bldg. Aurora Blvd. cor. A. Lake St.
San Juan City

THRU: MR. BERNIE E. TORRES

Authorized Representative
Gakken Philippines Inc.

Dear **Mr. Torres**,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has awarded you the contract for the **Supply and Delivery of Various Inks and Cartridges** (Purchase Request No. 2024-08-178 dated 30 July 2024) and you are hereby issued this Notice of Award:

	CFO REQUIREMENTS	TOTAL COST (VAT INCLUSIVE)
Quantity	Item Description	
9 pieces	Original Ink Cartridge Epson T05a1 (C13T05A100) (Black)	PHP 41,292.00
9 pieces	Original Ink Cartridge Epson T0532 (C13T05A200) (Cyan)	PHP 68,391.00
9 pieces	Original Ink Cartridge Epson T05a3 (C13T05A300) (Magenta)	PHP 68,391.00
9 pieces	Original Ink Cartridge Epson T05a4 (C13T05A400) (Yellow)	PHP 68,391.00
	TOTAL AMOUNT	PHP 246,465.00

Delivery Schedule: 20 calendar days upon receipt of the Notice to Proceed

INSTRUCTIONS:

If you have no corrections to the contents of this Notice of Award (NOA), please send an advance signed copy of the NOA together with the attached Contract/Purchase Order (**P.O. No. 2024-10-103 dated 14 October 2024**) within the day upon receipt of this notice. You can personally sign the original copy of the documents or send an authorized representative to get the original documents at our office located at **2^{1st} Floor, Administrative and Finance Division, The Upper Class Tower, Quezon Avenue cor, Sct. Reyes St, Diliman, Quezon City.**

Please note that the original copy of the NOA and all copies of the Contract/PO shall be returned to the Commission on Filipinos Overseas. Failure to sign and return the documents may result in cancellation of the award.

Very truly yours,

SEC. ROMULO V. ARUGAY
Chairperson

CONFORME:

PRINTED NAME / POSITION

SIGNATURE

DATE



Commission on Filipinos Overseas

Document Code CFO-AFD-FR-PRO-002

Page No.

PURCHASE ORDER

Revision No. 0

Effective Date 15 March 2017

Supplier : GAKKEN PHILIPPINES INC.
Address : 130 GPI Bldg. Aurora Blvd. cor. A Lake St., San Juan City, Metro Manila
TIN : 004-475-204-00000

P.O. No. : 2024-10-103
Date : 14-Oct-24
Mode of Procurement : Small Value Procurement

Gentlemen:

Place of Delivery : 21st Floor, The Upper Class Tower, Quezon Ave., cor. Sgt. Reyes St., Diliman, Quezon City
Delivery Schedule: 20 calendar days upon receipt of the Notice to Proceed

Delivery Term : FULL SERVICES

Payment Term : LDDAP-ADA

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Supply and Delivery of the following items:			
	pieces	Original Ink Cartridge Epson T05a1 (C13T05A100) (Black)	9	4,588.00	41,292.00
	pieces	Original Ink Cartridge Epson T0532 (C13T05A200) (Cyan)	9	7,599.00	68,391.00
	pieces	Original Ink Cartridge Epson T05a3 (C13T05A300) (Magenta)	9	7,599.00	68,391.00
	pieces	Original Ink Cartridge Epson T05a4 (C13T05A400) (Yellow)	9	7,599.00	68,391.00
		(Per Purchase Request No. 2024-08-178 dated 30 July 2024)			
		x-x-x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x			
(Total Amount in Words) TWO HUNDRED FORTY SIX THOUSAND FOUR HUNDRED SIXTY FIVE PESOS ONLY					246,465.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Signature over Printed Name of Supplier

Date

Very truly yours,

SEC. ROMULO V. ARUGAY
Chairperson

Fund Cluster : _____
Funds Available : _____

CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____