



Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**

Lanao, Kidapawan City

Tel nos. (064) 577-1533, 577-1865, Fax no. (064) 572-5533

E-mail Address: [metrokidapawan\\_wd@yahoo.com](mailto:metrokidapawan_wd@yahoo.com)

Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)

**"Committed to Service, Development and Self-Reliance"**



ISO 9001:2015 Certified

**NTP # 1-0121-001**

**14 JAN 2021**

**MARLON E. CEBALLOS**

De Mazenod Mesereor Village, Kidapawan City

**NOTICE TO PROCEED**

Dear Sir:

We are pleased to inform you that the Contract for the **PO # 1-0121-001** has been approved. In this regard, Notice is hereby given to you to commence with delivery of goods effective immediately.

Upon receipt of this Notice to Proceed, you are responsible for performing the delivery of goods under the terms and conditions of the contract and in accordance with the implementation schedule which will due within **3 days upon receipt**.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below.

Very truly yours,

**STELLA M. GONZALES, MPS**

General Manager

Received by:

**MARLON E. CEBALLOS**

(Signature above printed name)

**1-15-2021**

Date and time of Receipt



### **PURCHASE ORDER**

|                |   |   |                     |                    |
|----------------|---|---|---------------------|--------------------|
| Supplier       | : | MARLON E. CEBALLOS                          | P.O. No. :          | 1-0121-001         |
| Address        | : | De Mazenod Mesereor Village, Kidapawan City | DATE                | : January 07, 2021 |
| F-mail Address | : |   | PR NO               | : 1220-013         |
| Telephone No.  | : |   | MODE OF PAYMENT     | : 30 days          |
| TIN            | : |   | MODE OF PROCUREMENT | : Shopping         |

#### **Gentlemen:**

Please furnish this office the following articles subject to the terms and conditions contained therein:

|                   |   |                     |                |         |
|-------------------|---|---------------------|----------------|---------|
| Place of delivery | : | FOR PICK UP         | Delivery Term: | FULL    |
| Date of delivery  | : | 3 Days Upon Receipt | Payment Term:  | 30 days |

| STOCK NO. | UNIT  | DESCRIPTION  | QTY.     | UNIT PRICE | TOTAL PRICE |
|-----------|-------|--|----------|------------|-------------|
| 1         | HILLS | BANYAN SEEDLINGS (ATLEAST 1.5FEET HEIGHT, ATLEAST WITH HEALTHY LEAVES) | 1,000.00 | 48.00      | 48,000.00   |

Forty Eight Thousand and 00/100 Only

|                |           |
|----------------|-----------|
| Sub Total.     | 48,000.00 |
| Running Total: | 48,000.00 |

**Purpose :** PROCUREMENT OF BANYAN SEEDLINGS FOR SLOPE STABILIZATION NAD RIVERBANK REHABILITATION PROGRAM

In case 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.

Conforme : MARLON E. CEBALLOS  
Signature over printed name of Supplier  
1-14-2021  
Date

Approved By : STELLA M. GONZALES, MPS  
General Manager

Funds Available: ELSIE N. GUILARAN, MBA  
OIC-DEPARTMENT MANAGER FSD

ALOBS No. :  
AMOUNT : 48,000.00



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**NOA # 1-0121-001**

January 7, 2021

**NOTICE OF AWARD**

**MARLON E. CEBALLOS**

De Mazenod Mesereor Village, Kidapawan City

Dear Sir:

Please be notified that your bid for **PR # 1220-013** which is delivery of **Banyan Seedlings for Slope Stabilization and Riverbank Rehabilitation Program** is hereby awarded to you as the Lowest Calculated and Responsive Offer for a Total Contract Price of **Forty Eight Thousand Pesos Only (P 48,000.00)** under **BAC 1- RESOLUTION NO. 01-001 and AOB NO. 01-001-21.**

With this, you are required to sign the Purchase Order/Contract within Three (3) days upon the receipt hereof.

Failure to sign the P.O shall constitute sufficient ground for the cancellation of the award.

Very truly yours,

**STELLA M. GONZALES, MPS**

General Manager

Received by

**MARLON E. CEBALLOS**

(Signature above printed name)

**1-19-2021**

Date and time of Receipt