



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 # 1-0221-016**

19 FEB 2021

**ZORNA M. LAFORTEZA**

Owner/Proprietor  
BGEMS MARKETING  
Bonifacio St., Kidapawan City

**NOTICE TO PROCEED**

Dear **Madam**:

We are pleased to inform you that the Contract for the **PO # 1-0221-016** 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 **7 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: \_\_\_\_\_

**ZORNA M. LAFORTEZA**  
(Signature above printed name)

**FEB 22 2021**  
Date and time of Receipt



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**NOA # 1-0221-016**

February 11, 2021

**NOTICE OF AWARD**

**ZORNA M. LAFORTEZA**

Owner/Proprietor  
BGEMS MARKETING  
Bonifacio St., Kidapawan City

Dear **Madam**:

Please be notified that your bid for **PR # 0121-020** which is delivery of **Janitorial Supplies** for **MKWD Offices for Q1 of 2021** is hereby awarded to you as the Lowest Calculated and Responsive Offer for a Total Contract Price of **Seventeen Thousand One Hundred Forty Pesos Only (P 17,140.00)** under **BAC 2-RESOLUTION NO. 042 and AOB NO. 042-2021**.

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: \_\_\_\_\_

**ZORNA MAMBUYAN LAFORTEZA**  
(Signature above printed name)

\_\_\_\_\_  
Date and time of Receipt



Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**  
 Lanao, Kidapawan City  
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**PURCHASE ORDER**

Supplier	: <u>BGEMS MARKETING</u>	P.O. No. :	<u>1-0221-016</u>
Address	: <u>Bonifacio St.,Kidapawan City</u>	DATE :	<u>February 11, 2021</u>
E-mail Address	: <u>zoma m@yahoo.com</u>	PR NO :	<u>0121-020</u>
Telephone No.	: <u>(064)572-7991</u>	MODE OF PAYMENT :	<u>within 90 days</u>
TIN	: <u>919-927-651-000</u>	MODE OF PROCUREMENT	<u>Shopping</u>

**Gentlemen:**

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

Place of delivery	: <u>MKWD Main Office, Lanao, Kidapawan City</u>	Delivery Term:	<u>FULL</u>
Date of delivery	: <u>7 Days Upon Receipt</u>	Payment Term:	<u>within 90 days</u>

STOCK NO.	UNIT	DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
2	pc	ALBATROSS, ALBATROSS W/ HOLDER	35.00	68.00	2,380.00
4	pc	BASKET, WASTE PLASTIC	15.00	53.00	795.00
5	gal	BLEACH, HOUSEHOLD BLEACH (ZONROX)	13.00	122.00	1,586.00
11	set	KNOB, DOORKNOB	1.00	385.00	385.00
15	pc	BAG, GARBAGE BAG (TRANSPARENT) (XXL)	150.00	12.00	1,800.00
23	Gallons	ROUND, ROUND UP	4.00	1,300.00	5,200.00
26	pc	TOOLS, SCYTHE (SANGGOT)	5.00	250.00	1,250.00
27	pck	SCOURING, SCOURING PAD	8.00	18.00	144.00
30	pc	SHOVEL, SHOVEL - ORDINARY	5.00	484.00	2,420.00
34	pc	TISSUE, TISSUE DISPENSER	1.00	230.00	230.00
35	pc	TRASH CAN, PLASTIC -LARGE	2.00	235.00	470.00
36	pc	BAG, GARBAGE BAG (TRANSPARENT) (10PCS/ROLL)	4.00	120.00	480.00

Seventeen Thousand One Hundred Forty and 00/100 Only

Sub Total: **17,140.00**  
 Running Total: **17,140.00**

**Purpose :** JANITORIAL SUPPLIES FOR MKWD OFFICES FOR Q1 OF 2021

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 : JORNA MANLARAN-LAFORTEZ  
*Signature over printed name of Supplier*  
FEB 19 2021  
 Date

Approved By : STELLA M. GONZALES, MPS  
 General Manager

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

ALOBS No. : \_\_\_\_\_  
 AMOUNT : 17,140.00