



SUPPLY AND DELIVERY OF OFFICE EQUIPMENT, OTHER SUPPLIES, SEMI-EXPENDABLE OFFICE EQUIPMENT AND SEMI-EXPENDABLE FURNITURE AND FIXTURES AT MinSU MAIN CAMPUS

Name of Project

**BAC Resolution Recommending Approval
Resolution No. 10, s. 2024**

WHEREAS, the Mindoro State University (MinSU), through the Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Request for Quotation (RFQ) for the project **"Supply and Delivery of Office Equipment, Other Supplies, Semi-Expendable Office Equipment, and Semi-Expendable Furniture & Fixtures at MinSU Main Campus"** with an Approved Budget for the Contract (ABC) amounting to **Three Hundred Sixty-eight Thousand Six Hundred Eighty-five Pesos (Php368,685.00)** composed of 4 lots namely;

Particulars	Approved Budget for the Contract (ABC)
Lot 1- Office Equipment	Php50,947.00
Lot 2- Other Supplies	Php4,738.00
Lot 3- Semi-Expendable Office Equipment	Php89,000.00
Lot 4- Semi-Expendable Furniture and Fixtures	Php224,000.00

WHEREAS, in response to the said advertisement, three (3) suppliers were found in the document request list however, only one (1) supplier in the name of **MKRJ MARKETING** submitted price quotation before the deadline for Lots 1, 2 and 3;

WHEREAS, no supplier submitted price quotation for Lot 4 before the deadline;

WHEREAS, the detailed evaluation of price quotation resulted in the following:

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Price Quotation
1	Php50,947.00	MKRJ Marketing	Php50,638.00
2	Php4,738.00		Php4,688.00
3	Php89,000.00		Php100,700.00


WHEREAS, the BAC examined and verified the price quotations submitted by the abovementioned suppliers and were found to be complying and responsive; thus, the project be awarded to the supplier in the name of **MKRJ MARKETING** with Single Calculated Responsive Bid (SCRB) for Lots 1 and 2;

WHEREAS, the price quotation of **MKRJ MARKETING** for Lot 3 exceeded the total ABC amount, thus the BAC recommended the second publication of Lots 3 and 4;

NOW, THEREFORE, the Bids and Awards Committee (BAC) **HEREBY RESOLVED AS IT IS HEREBY RESOLVED**, recommended to the Head of Procuring Entity the approval of this resolution for the abovementioned procurement the second publication of Lots 3 and 4 in MinSU, PhilGEPS websites and other conspicuous place and awarding of contract for the **"Supply and Delivery of Office Equipment, Other Supplies, Semi-Expendable Office Equipment, and Semi-Expendable Furniture & Fixtures at MinSU Main Campus"** to **MKRJ Marketing** amounting to **Fifty Thousand Six Hundred Thirty-eight Pesos (Php50,638.00)** for Lot 1, and **Four Thousand Six Hundred Eighty-eight Pesos (Php4,688.00)** for Lot 2 with official address at San Agustin I, Naiujan, Oriental Mindoro as the supplier/bidder with Single Calculated Responsive Bid (SCRB);



RESOLVED, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 4th day of March, 2024.

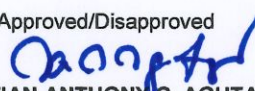

ANSELMO R. ULEP, JR.
BAC Vice-Chairperson

CIEDELLE P. SALAZAR Ph.D
BAC Member


NEMESIO H. DAVALOS, Ph.D.
BAC Chairperson


ELVIC C. ESCAREZ, Ph.D.
BAC Member


MELGAR G. FADRIQUELAN
BAC Member

Approved/Disapproved


CHRISTIAN ANTHONY C. AGUTAYA Ph.D.
OIC, Office of the University President
Date: _____



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10584422

Procuring Entity MINDORO STATE UNIVERSITY

Title Supply and Delivery of Office Equipment, Other Supplies, Semi-Expendable Office Equipment and Semi-Expendable Furniture and Fixtures at MinSU Main Campus

Area of Delivery Oriental Mindoro

Solicitation Number:	RFQ 2024-08	Status	Closed
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Office Equipment Parts and Accessories		
Approved Budget for the Contract:	PHP 368,685.00	Document Request List	3
Delivery Period:	15 Day/s		
Client Agency:		Date Published	23/02/2024
Contact Person:	JOHN EDGAR SUALOG ANTHONY HEAD SECRETARIAT Alcate Victoria Oriental Mindoro Philippines 5205 63-43-2862368 minsu.bacoffice@gmail.com	Last Updated / Time	23/02/2024 00:00 AM
		Closing Date / Time	01/03/2024 01:00 AM

Description

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the address stated in the last page.

NEMESIO H. DAVALOS, Ph.D.
BAC Chairperson

Item No. Unit ITEM AND DESCRIPTION QTY. UNIT PRICE TOTAL AMOUNT

Lot 1 - Office Equipment

- 1 pcs Magazine Rack (plastic, color white) 20
- 2 bxs Black Ballpen 4
- 3 bxs Pencil # 2 3
- 4 pcs Certificate Holder (short, color green) 30
- 5 pcs Scissor-Big 2
- 6 pcs Cutter-Big 2
- 7 pcs Ruler, Metal (Stainless) 2
- 8 reams Bond Paper (long) subs. 20 (reams) 10
- 9 reams Bond Paper (short) subs. 20 (reams) 10
- 10 reams Bond Paper (A4) subs. 20 (reams) 10
- 11 packs Laminating Film 125 Mic 100s (A4) 10
- 12 box Paper Clip-big (box) 3
- 13 pcs Packaging Tape 2 inches 30
- 14 pcs Double sided tape 30
- 15 roll Plastic cover #6 4
- 16 pcs Cartolina (30 red, 10 black) 40

Created by Annabelle Quinto Madrigal

Date Created 21/02/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

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REQUEST FOR QUOTATION

Supply and Delivery of Office Equipment, Other Supplies, Semi-Expendable Office Equipment and Semi-Expendable Furniture and Fixtures
at MinSU Main Campus

PR No.: PR24-0035
RFQ No. 2024-08
ABC Amount: Php368,685.00

Company Name : MKRJ MARKETING
Address : SAN AGUSTIN 1, NAUJAN ORIENTAL MINDORO

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the address stated in the last page.

NEMESIO H. DAVALOS, Ph.D.
BAC Chairperson

- Note:
- 1. All entries must be typewritten.
 - 2. Delivery Period within _____ calendar days.
 - 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
 - 4. Price validity shall be a period of 30 calendar days.
 - 5. G-EP5 Registration Certificate shall be attached upon submission of the Quotation.
 - 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 - 7. Mode of delivery: [] Pick-up (Schedule) [] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
Lot 1 - Office Equipment					
1	pcs	Magazine Rack (plastic, color white)	20	203.00	4060.00 ✓
2	bxs	Black Ballpen	4	82.00	328.00 ✓
3	bxs	Pencil # 2	3	130.00	390.00 ✓
4	pcs	Certificate Holder (short, color green)	30	50.00	1,500.00 ✓
5	pcs	Scissor-Big	2	100.00	200.00 ✓
6	pcs	Cutter-Big	2	122.00	244.00 ✓
7	pcs	Ruler, Metal (Stainless)	2	60.00	120.00 ✓
8	reams	Bond Paper (long) subs. 20 (reams)	10	245.00	2,450.00 ✓
9	reams	Bond Paper (short) subs. 20 (reams)	10	210.00	2100.00 ✓
10	reams	Bond Paper (A4) subs. 20 (reams)	10	220.00	2,200.00 ✓
11	packs	Laminating Film 125 Mic 100s (A4)	10	928.00	9,280.00 ✓
12	box	Paper Clip-big (box)	3	30.00	90.00 ✓
13	pcs	Packaging Tape 2 inches	30	55.00	1650.00 ✓
14	pcs	Double sided tape	30	22.00	660.00 ✓
15	roll	Plastic cover #6	4	3684.00	14,736.00 ✓
16	pcs	Cartolina (30 red, 10 black)	40	10.00	400.00 ✓
17	pcs	Clear folder (long , color green)	15	22.00	330.00 ✓
18	pcs	White folder (long)	30	7.00	210.00 ✓
19	pcs	White folder (short)	30	5.00	150.00 ✓
20	pcs	Expandable envelope (long, color green)	30	20.00	600.00 ✓
21	pcs	Expandable folder (long, color green)	30	20.00	600.00 ✓
22	pcs	Brown envelope (long)	30	7.00	210.00 ✓
23	pcs	Brown envelope (short)	25	5.00	125.00 ✓
24	bottles	Universal ink refill, Black	20	67.00	1340.00 ✓
25	bottles	Universal ink refill, Yellow	15	67.00	1,005.00 ✓
26	bottles	Universal ink refill, Magenta	15	67.00	1,005.00 ✓
27	bottles	Universal ink refill, Cyan	15	67.00	1,005.00 ✓

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LT 1 - 50,947
LT 2 - 4,738.
LT 3 - 89,000.00



28	pcs	Barcode Sticker with protector	2000	1.00	2,000.00	/
29	pcs	Wall Clock	3	550.00	1,650.00	/ - 50,638
		Lot 2- Other Supplies				
1	pcs	Tornado Mop	2	1750.00	3,500.00	/
2	pcs	Doormat	6	48.00	288.00	/
3	pcs	Broom long handle	3	300.00	900.00	/ 4,668
		Lot 3- Semi-Expendable Office Equipment				
1	pcs	Water Dispenser- Hot and Cold	2	12,900.00	25,800.00	/
		Heating Capacity: 95 C 5L/H				
		Cooling Capacity: 10C 2L/H				
		Wattage: (HOT) 500W				
		Wattage : (COLD) 100W				
		Rated Current: 2.6A				
		Anti Shock: Type 1				
		Climatic Class: T				
		Refrigerant: R134a 26g				
		Net w/ Gross W: 14kgs/ 15kgs				
		Dimension: 3150x330x970mm				
		Color: White				
2	pcs	Airconditioning Unit (window type) 2 HP	1	35,000.00	35,000.00	/
		Inverter Grade- R32 Refrigerant				
		Remote Controlled				
		Gold Fin Condenser				
		Environment Friendly Refrigerant				
		High EER- 10.4				
		4 in 1 Filter				
		Filter Cleaning Reminder				
		Energy Efficient Compressor				
		Low Power Consumption/ Energy Savings				
		2,200 watts				
		Up to 30% Energy saving				
		Auto-ON and OFF timer				
		Dehumidifier				
		LED Dsisplay				
		Quiet Operation				
		Dimensions: (h:w:d) 428:660:770 mm				
3	pcs	Stand fan (heavy duty)-18 inch, 3 blades	8	2,800.00	22,400.00	/
		High-performance motor				
		With thermal fuse protection				
		3-speed push button switch				
		Easy height adjustment				
		color green				
4	pcs	Wall fan (heavy duty)-18 inch, 3 blades	7	2,500.00	17,500.00	/
		High performance motor				
		With thermal fuse protection				/ 100,700

MSU-BAC-FR-05.01



General Conditions

1. Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro, Philippines on the date and time stated in this RFP.
2. Supplier shall submit the following requirements:
 - a. Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
 - b. PhilGEPS Registration
 - c. Valid Mayor's/Business Permit
 - d. Omnibus Sworn Statement
 - e. BIR Certificate of Registration
 - f. Latest Income/Business Tax Return
 - g. TAX Clearance
 - h. DTI Registration/SEC Certificate
 - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

Price validity shall be 30 calendar days from the deadline of submission of quotation.

Ocular Inspection

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

Award

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

Evaluation of Quotations

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

Instructions

1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, or contract shall be disqualified from participating in MinSU or any of MinSU campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
3. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

Liquidation Damages

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

Warranty

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.

MSU-BAC-FR-05.01

Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
CERTIFICATE OF PHILGEPS REGISTRATION
(Platinum Membership)

THIS IS TO CERTIFY THAT

MKRJ MARKETING
SAN AGUSTIN I,
Naujan , Oriental Mindoro , Region IV-B , Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 05-Apr-2016 pursuant to Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that **MKRJ MARKETING** has submitted the required eligibility documents in the PhilGEPS Supplier Registry as listed in Annex A, which document is attached hereto and made an integral part hereof.

For the purpose of updating this Certificate, all Class "A" eligibility documents covered by Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 supporting the veracity, authenticity and validity of this Certificate shall remain current and updated. The failure by the prospective Bidder to update this Certificate with the current and updated Class "A" eligibility documents shall result in the automatic suspension of its validity until such time that all of the expired Class "A" eligibility documents has been updated.

By submitting this Certificate, the Bidder certifies:

1. the authenticity, genuineness, validity, and completeness of the copy of the original eligibility documents submitted;
2. the veracity of the statements and information contained therein;
3. that the Certificate is not a guaranty that the named registrant will be declared eligible without first being determined to be such for that particular bidding, nor is it an evidence that the Bidder has passed the post-qualification stage; and
4. that any finding of concealment, falsification, or misrepresentation of any of the eligibility documents submitted, or the contents thereof shall be a ground for disqualification from further participation in the bidding process, without prejudice to the imposition of appropriate administrative, civil and criminal penalty in accordance with the laws.

This Certificate is valid until 03-Apr-2024

Issued this 10th day of March 2023.

This is a system generated certificate. No signature is required.



REMINDERS ¹

- *The PhilGEPS office shall not determine the eligibility of merchants. The PhilGEPS office's evaluation of the eligibility requirements shall be for the sole purpose of determining the approval or disapproval of the merchant's application for registration.*
- *A merchant's registration and membership in the GOP-OMR is neither contract-specific nor understood to be tantamount to a finding of eligibility. Neither shall the merchant's successful registration in the GOP-OMR be relied upon to claim eligibility for the purpose of participation in any public bidding.*
- *The determination of the eligibility of merchants, whether registered with the GOP-OMR or not, shall remain with the Bids and Awards Committee (BAC). The BAC's determination of validity of the eligibility requirements shall be conclusive to enable the merchant to participate in the public bidding process.*

List of Eligibility Documents

of
MKRJ MARKETING
SAN AGUSTIN I,
Naujan , Oriental Mindoro , Region IV-B , Philippines

DTI Certificate	DTI Certificate Number : 2350865 Issued By / Signatory : Ramon M. Lopez Registration Date : 15-Dec-2020 Expiration Date : 06-Jan-2026
Mayors Permit	Expiration Date : 31-Dec-2024 Permit Number : 202417052080000066 Place of Issue : NAUJAN, ORIENTAL MINDORO Issued By / Signatory : HENRY JOEL C. TEVES Issuance Date : 03-Jan-2024
Tax Clearance	Expiration Date : 10-Nov-2024 TCC Number : RR9A-063-11-10-R2130-2023-M Issued By / Signatory : LEVINE F. ILAGAN Issuance date : 10-Nov-2023
Audited Financial Statement	Date of Filing : 29-Mar-2023 Current Asset : 4,207,461.00 Total Asset : 4,607,461.00 Current Liabilities : 448,124.00 Total Liabilities : 448,124.00 Name of Auditor : ELVIN P. VARGAS BIR RDO Code : 063
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :



Republic of the Philippines
Province of Oriental Mindoro
Naujan
Office of the Municipal Mayor

Business Permit

To whom it may concern,

Pursuant to the revenue code of this Municipality/City, after payment of taxes, fees and charges, etc., and compliance with existing requirements, Permit is hereby granted to the herein Taxpayer.

MKRJ MARKETING

Business Name

RETAIL SALE OF CONSTRUCTION SUPPLIES, N.E.C.

Line of Business

SAN AGUSTIN I NAUJAN ORIENTAL MINDORO

Business Address

This PERMIT can be revoked any time if any of the Conditions and Provisions set forth by the Code is violated and/or the peace and order, health, environment, safety and security of the public are at stake.

MARICEL KAIBIGAN RECTO

R-175208-00119

2024-1705208000-0066

Owner's Name

Business ID No.

Business Permit No.

000-000-000-00000

Sole Proprietorship

Renewal

Business TIN

Type of Business

DTI Registration No.

Type of Application

Date Issued

Jan. 03, 2024

Valid Until

Dec. 31, 2024

Business Plate No.

No. of Employees

7

Official Receipt No.

3671274

OR Date

2024-01-03

Payment Mode

Annual

HENRY JOEL C. TEVES
Local Chief Executive

JAY MARK Y. BACAY
Business Permit and Licensing Officer

KIND OF FEE

AMOUNT

OCCUPATIONAL FEE	700.00
WEIGHTS AND MEASURES	200.00
MAYOR'S PERMIT	500.00
SANITARY PERMIT FEE (REGULATORY FEES)	100.00
SITE INSPECTION FEE (REGULATORY FEES)	50.00
BUS. REG. NEW(300)/RENEW(250)	250.00
MEDICAL FEE (REGULATORY FEES)	20.00
LOCATION CLEARANCE (REGULATORY FEES)	50.00
ANNUAL TAX	175,783.17
ANNUAL INSPECTION FEE (Office of the Building Official)	580.00
GARBAGE FEE	240.00

Total

178,473.17

NOTES:

1. Exhibit this Permit in Your Establishment.
2. This Permit is only a privilege and not a right, subject to revocation and closure of Business Establishment for any violation of existing Laws and Ordinances and conditions set forth in the Permit.
3. This Permit must be renewed on or before January 20 of the following year unless sooner revoked for cause. Failure to renew within the time required shall subject the Taxpayer to a surcharge of 25% of the amount of taxes, fees or charges due, plus an interest of 2% per month of the unpaid taxes, fees or charges including surcharges.
4. Your Business Establishment is subject to final inspection or regulatory compliance.
5. Surrender this Permit upon retirement of your Establishment.

Remarks



Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY OF CALAPAN) S.S.

AFFIDAVIT

1. I, **Maricel K. Recto**, of legal age, Married, **Filipino**, and residing at **San Agustin I, Naujan, Oriental Mindoro**, after having been duly sworn in accordance with law, do hereby depose and state that:

I am the sole proprietor or authorized representative of **MKRJ Marketing** with office address at **San Agustin I, Naujan, Oriental Mindoro**;

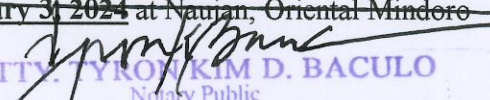
2. As the owner and sole proprietor, or authorized representative of **MKRJ Marketing**, I have full power and authority to do, execute and perform any and all acts necessary to participated, submit the bid, and to sign and execute the ensuring contract for the **Supply and Delivery of Office Equipment, Other Supplies, Semi-Expandable Office Equipment and Semi-Expandable Furniture and Fixtures at MinSU Main Campus**, as shown in the attached duly notarized Special Power of Attorney;
3. **MKRJ Marketing** is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations or Local Government Units, foreign government/ foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. **MKRJ Marketing** is authorizing the Head of the Procuring Entity or its duly authorized representative/s to verify all the documents submitted;
6. I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. **MKRJ Marketing** complies with existing labor laws and standards; and
8. **MKRJ Marketing** is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
- Carefully examine all of the Bidding Documents;
 - Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - Inquiring or securing Supplemental/Bid Bulletin/s issued for the **Supply and Delivery of Office Equipment, Other Supplies, Semi-Expandable Office Equipment and Semi-Expandable Furniture and Fixtures at MinSU Main Campus**.
9. **MKRJ Marketing** did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 No. Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have here unto set my hand this ____ day of ____, 2024 at Calapan City, Oriental Mindoro, Philippines.


MARICEL K. RECTO
Sole Proprietress
Affiant

SUBSCRIBED AND SWORN TO BEFORE ME this this ____ day of ____, 2024 affiant exhibited to me his Community Tax Certification No. 15572759 issued on January 31, 2024 at Naujan, Oriental Mindoro

Doc No. 438
Page No. 89
Book No. 37
Series no.2024


ATTY. TYRON KIM D. BACULO
Notary Public
Notarial Commission No. NP-22-240
Until December 31, 2024
Roll of Attorneys No. 65809
IBF No. 014875 Lifetime Oriental Mindoro
PTR No. 1189696 12-06-23 (for 2024) Calapan City
MCLE Compliance No. VII-0024986 12-27-2022

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIILAN NG RENTAS INTERNAS
REVENUE REGION NO. 009
REVENUE DISTRICT NO. 063

m. No. 2303
Issued July 1997

OCN 1RC0000861244

CERTIFICATE OF REGISTRATION

NAME	REGISTRATION DATE
299-108-912-000 RECTO, MARICEL KAIBIGAN	10/05/2010

REGISTERED ADDRESS
SAN AGUSTIN 1 NAUJAN ORIENTAL MINDORO 5204

REGISTERED ACTIVITY(IES)
TAX TYPE
INCOME TAX
VALUE - ADDED TAX
REGISTRATION FEE

TRADE NAME	LINE OF BUSINESS / INDUSTRY
MKRJ MARKETING	5239 OTHER RETAIL SALE IN SPECIALIZED STORES

REMINDERS: FILE and PAY

1. Renewal of Annual Registration Fee of P500.00 on or before January 31;
2. Ending Inventory - every January of each year;
3. VAT on or before 20th of every month.
File and Pay Quarterly VAT and Submit Summary List of Sales/Purchases
 - i. First Quarter - April 25
 - ii. Second quarter - July 25
 - iii. Third Quarter - October 25
 - iv. Fourth Quarter - January 25
4. Income Tax:
 - i. First Quarter - On or before April 15
 - ii. Second Quarter - On or before August 15
 - iii. Third Quarter - On or before November 15
 - iv. Annual Income Tax - On or before April 15
5. Update Registration Information, for any changes in Status, Location and Tax Types (1905 Form);
6. Register Book of Accounts;
6. IN CASE OF CLOSURE/RETIREMENT OF BUSINESS, NOTIFY IMMEDIATELY
REVENUE DISTRICT OFFICE TAXPAYER SERVICE SECTION.
Date of Registration/Update **MAY 21 2010**

THEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS
INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL
REVENUE CODE, AS AMENDED.



[Signature]
ROGERIO DIZON

REVENUE DISTRICT OFFICER (Signature & Printed Name)

2303

REVISED: APRIL 2019

REPUBLIKA NG PILIPINAS
 KAGAWARAN NG PANATLAPI
 KAWANTIAN NG RENTAS INTERNAS
 REVENUE REGION NO. 09A - CAGAYAN (CAGAYAN-BATANGAS-MINDORO-ROMBLON)
 REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC2021000000000
 Date OCN Generated: August 3, 2021

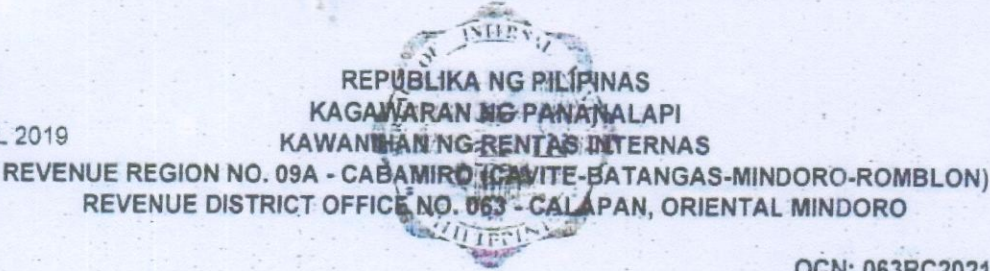
CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 299-108-912-00000	NAME OF TAXPAYER RECTO, MARICEL KAIBIGAN	TIN ISSUANCE DATE October 5, 2010
REGISTERING OFFICE	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
REGISTERED ADDRESS NAUJAN 5204 NAUJAN ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
WITHHOLDING TAX - EXPANDED/OTHERS	0619E	August 3, 2021	MONTHLY	On or before the 10th day of the month following the month in which withholding was made.
WITHHOLDING TAX - EXPANDED/OTHERS	1601EQ	August 3, 2021	QUARTERLY	Not later than the last day of the month following the close of the quarter during which withholding was made.
WITHHOLDING TAX - EXPANDED/OTHERS	1604E	January 1, 2022	ANNUALLY	On or before March 1 of the year following the calendar year in which the income payments subject to expanded withholding taxes or exempt from withholding tax were paid or accrued.
INDIVIDUAL INCOME TAX	1701	March 21, 2016	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
INDIVIDUAL INCOME TAX	1701Q	March 21, 2016	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
VALUE ADDED TAX	2550M	March 21, 2016	MONTHLY	Not later than the 20th day following the close of the month.
VALUE ADDED TAX	2550Q	March 21, 2016	QUARTERLY	Not later than the 25th day following the close of each taxable quarter.
REGISTRATION FEE	0605	March 21, 2016	ANNUALLY	On or before the last day of January.
TAXPAYER TYPE/S		SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)		
BUSINESS INFORMATION DETAILS				
			CATEGORY	REGISTRATION DATE
TRADE NAME 1	MKRJ MARKETING			March 21, 2016
(PSIC)	47739-OTHER RETAIL SALE OF NEW GOODS IN SPECIALIZED STORES, N.E. C.		Primary	
Line of Business	RETAIL SALE OF OTHER GOODS IN SPECIALIZED STORES			

BIR FORM
2303

REVISED: APRIL 2019



OCN: 063RC20210000000001
Date OCN Generated: August 3, 2021

CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 299-108-912-00000	NAME OF TAXPAYER RECTO, MARICEL KAIBIGAN	TIN ISSUANCE DATE October 5, 2010
REGISTERING OFFICE	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
REGISTERED ADDRESS NAUJAN 5204 NAUJAN ORIENTAL MINDORO PHILIPPINES		

- REMINDERS:
1. An annual registration fee shall be paid upon registration and every year thereafter on or before the last day of January, using BIR Form No. 0605.
 2. Filing of required tax return/s to conform with the above tax types, whether with or without business operation, to avoid penalties.
 3. For new business registrants, application for registration of manual Books of Accounts (B/As) shall be before the deadline for filing of the initial quarterly income tax return or annual income tax return whichever comes earlier, from the date of registration. Registration of new set of manual B/As shall be before its use.
 4. Immediately inform the district office in case of transfer/cessation of business and other changes in registration information by filing BIR Form No. 1905.
 5. For Self-Employed Individuals (SEI) whose gross sales and/or receipts and other non-operating income does not exceed P3,000,000 and who opted to avail of the 8% Income tax rate, the tax type Percentage Tax (PT) shall not be reflected in the Certificate of Registration (COR). However, at the start of each taxable year, such SEI shall be automatically subjected to graduated income tax rates and required to file quarterly percentage tax return (BIR Form No. 2551Q) and option to replace the COR to reflect "PT", unless qualified and opted to avail of the 8% Income tax rate annually.

RDO I



I hereby certify that the above named person is registered as indicated above, under the provision of the National Internal Revenue Code, as amended.

EMELITA R. ABO

REVENUE DISTRICT OFFICER
(Signature over Printed Name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS.



Republika ng Pilipinas
Kagawaran ng Pananalapi
Kawanihan ng Rentas Internas

063 - ORIENTAL MINDORO
220175 - 00005 - CALAPAN
OFFICIAL RECEIPT
AF No. 51

OR NO.: **OR202306322017500005-02285**
DATE/TIME: **04/20/2023 11:39:11 AM**

AGENCY
BIR
PAYOR
RECTO, MARICEL K.
FUND
01101101-A
PAYMENT DETAILS
NATURE OF COLLECTION
CERTIFICATION FEE
ACCOUNT CODE
4020104002
TOTAL AMOUNT DUE **100.00**

TOTAL AMOUNT PAID **100.00**
ONE HUNDRED PESOS ONLY
MODE OF PAYMENTS

CASH
AMOUNT: 100.00

REMARKS
CERTIFICATION FEE

TAXPAYER COPY



This is to certify that the amount indicated herein has
been received by the undersigned

LEONALYN H DE LARA
Collection Section - RCO



PNB

BTR-BIR PAYMENT
SLIP

DATE:

03 29 23
M M D D Y Y

PLEASE WRITE HEAVILY

Dr. Mindoro-Victoria BRANCH is happy to serve you

You have made a BILLS PAYMENT
of PHP 49,875.00

03-29-2023 15:00:38

to BUREAU OF INTERNAL REVENUE1701

Payor : MARICEL KAIBIGAN RECTO

Account no. 299108912000

Txn Ref#: BBS6306971023032900032

Mode of Payment: Cash

Service Charge: PHP 0.00

Processed by ANDREA BEN Y. YBANEZ Sed# 145

Thank you for banking with us. With PNB, You First !

Before leaving the counter, please ensure the correctness of the transaction details as seen on the validation. This document is considered valid when machine validated.

ACCOUNT NAME BTR - BIR		Taxpayer may confirm their Tax Payment with their Home RDO/LTDO (where they file tax returns and pay internal revenue taxes).			
TAXPAYER'S NAME RECTO, MARICEL K.					
TIN 299-108-912-000	TAX TYPE IT				
TAX PERIOD Dec. 2022	TAX FORM 1701				
MODE OF PAYMENT					
<input checked="" type="checkbox"/> CASH					
NOTES	QTY	AMOUNT	NOTES	QTY	AMOUNT
1,000	49	49000	100	8	800
500			50	1	50
200			20	1	20
TOTAL COINS		5	CASH PAYMENT		49,875
<input type="checkbox"/> CHECK		CHECK PAYMENT			
<input type="checkbox"/> DEBIT MY ACCOUNT NO.					
AMOUNT IN FIGURES: 49,875					
AMOUNT IN WORDS: fourty nine thousand eight hundred seventy five					
<input checked="" type="checkbox"/> I/We consent to the collection and processing of personal data provided herein that will be used for facilitating the BIR-BTR transaction. All personal data will be processed in accordance with the Bank's Data Privacy Policy provided in the Bank's website (www.pnb.com.ph) and applicable data privacy laws, rules and regulations as may be amended from time to time.					
ACCOUNTHOLDER'S SIGNATURE					
Signature Verified by:			Approved by:		

TAXPAYER'S COPY

Form 2030.3 REV Sept '21

For BIR BCS
Use Only Item:



Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

BIR Form No.

1701

January 2018 (ENCS)
Page 1

Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts
Enter all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable boxes with an "X". Two copies MUST be filed with the BIR and one held by the Tax Filer.



1701 01/18ENCS P1

1 Month ☒ 12 For the Year (YYYY) 2022 2 Amended Return? ☐ Yes ☒ No 3 Short Period Return? ☐ Yes ☒ No

PART I - BACKGROUND INFORMATION OF TAXPAYER/FILER

4 Taxpayer Identification Number (TIN)	299 - 108 - 912 - 000	5 RDO Code	1063
6 Taxpayer Type	<input checked="" type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust <input type="checkbox"/> Compensation Earner		
7 Alphabetic Tax Code (ATC)	<input checked="" type="radio"/> 11012 Business Income-Graduated IT Rates <input type="radio"/> 11014 Income from Profession-Graduated IT Rates <input type="radio"/> 11013 Mixed Income-Graduated IT Rates <input type="radio"/> 11011 Compensation Income <input type="radio"/> 11015 Business Income-8% IT Rate <input type="radio"/> 11017 Income from Profession-8% IT Rate <input type="radio"/> 11016 Mixed Income-8% IT Rate		
8 Taxpayer's Name (Last Name, First Name, Middle Name)/ESTATE OF (First Name, Middle Name, Last Name)/TRUST FAO: (First Name, Middle Name, Last Name)	RECTO, MARICEL, KAIBIGAN		
9 Registered Address (Indicate complete address. If the registered address is different from the current address, get to the RDO to update registered address by using BIR Form No. 1905)	SAN AGUSTIN, NAUJAN, ORIENTAL MINDORO		
	9A	ZIP Code	5204
10 Date of Birth (MM/DD/YYYY)	11 Email Address		
04/19/1986	Clientmail08@gmail.com		
12 Citizenship	13 Claiming Foreign Tax Credits?	14 Foreign Tax Number, if applicable	
FILIPINO	<input type="radio"/> Yes <input checked="" type="radio"/> No		
15 Contact Number (Landline/Cellphone No.)	16 Civil Status (if applicable)		
000000000	<input type="radio"/> Single <input checked="" type="radio"/> Married <input type="radio"/> Legally Separated <input type="radio"/> Widower		
17 If married, spouse has income?	18 Filing Status	<input checked="" type="radio"/> Separate Filing	
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Joint Filing		
19 Income EXEMPT from Income Tax?	20 Income subject to SPECIAL/PREFERENTIAL RATE?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No		
[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]			
21A Method of Deduction (choose one)			
<input checked="" type="radio"/> Graduated Rates (Choose Method of Deduction in Item 21A) <input type="radio"/> Itemized Deduction (Sec. 34(A-J), NIRC) <input type="radio"/> Optional Standard Deduction (OSD) (40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC])			
21 Tax Rate* (choose one)			
<input type="radio"/> 8% in lieu of Graduated Rates under Sec. 24(A) & Percentage Tax under Sec. 116 of NIRC (available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M))			

PART II - TOTAL TAX PAYABLE (Do NOT Enter Centavos; 49 Centavos or Less drop down; 50 or more round up)

Particular	A. Taxpayer/Filer	B. Spouse
22 Tax Due (From Part VI Item 5)	419,536.00	0.00
23 Less: Total Tax Credits/Payments (From Part VII Item 10)	369,661.00	0.00
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	49,875.00	0.00
Less: Portion of Tax Payable Allowed for 2nd Installment to be paid on or before October 15 (50% or less of Item 22)	0.00	0.00
25 Amount of Tax payable/(Overpayment) (Item 24 Less Item 25)	49,875.00	0.00
Add: Penalties		
27 Interest	0.00	0.00
28 Surcharge	0.00	0.00
29 Compromise	0.00	0.00
30 Total Penalties (Sum of Items 27 to 29)	0.00	0.00
31 Total Amount Payable/(Overpayment) (Sum of Items 26 and 30)	49,875.00	0.00
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 26 and 30)	49,875.00	0.00

If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable)
☐ To be refunded ☐ To be issued a Tax Credit Certificate (TCC) ☐ To be carried over as a tax credit for next year/quarter

I declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me, and to the best of my knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as contained herein for the "Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes. (If signed by an Authorized Representative, indicate TIN and attach authorization letter)

Dr. Mindoro-Vi

You have made a

of PHP 49,875.00

to BUREAU OF INTERNAL REVENUE

Payor: MARICEL KAIBIGAN RECTO

Account no. 29

Ixn Ref: BBS6

Mode of Payment

Service Charge

on 03-29-2023 15:00:38

MARICEL KAIBIGAN RECTO

Printed Name and Signature of Taxpayer/Authorized Representative

33 Number of Attachments 00

PART III - DETAILS OF PAYMENT

Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount
34 Cash/Bank Debit Memo			
35 PCID:00			
36 Tax Debit Memo			
37 Others (specify below)			

Machine Validation/Revenue Official Receipt Details (If not filed with an Authorized Agent Bank)

Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)

Processed by ANDREW BEN Y. YBANEZ Seq# 145

Thank you for banking with us. With PNR, You First!

NOTE: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

RECEIVED
BIR - MINDORO
03/29/23

For BIR BCS/ Use Only Item:



Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

BIR Form No.

1701

January 2018 (ENCS)
Page 1

Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts
Enter all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable boxes with an "X". Two copies MUST be filed with the BIR and one held by the Tax Filer.



1701 01/18ENCS P1

1 Month ☒ For the Year (YYYY) 2022 2 Amended Return? ☐ Yes ☒ No 3 Short Period Return? ☐ Yes ☒ No

PART I - BACKGROUND INFORMATION OF TAXPAYER/FILER

4 Taxpayer Identification Number (TIN)	299 - 108 - 912 - 000	5 RDO Code	1063
6 Taxpayer Type	<input checked="" type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust <input type="checkbox"/> Compensation Earner		
7 Alphabetic Tax Code (ATC)	<input checked="" type="radio"/> 11012 Business Income-Graduated IT Rates <input type="radio"/> 11014 Income from Profession-Graduated IT Rates <input type="radio"/> 11013 Mixed Income-Graduated IT Rates <input type="radio"/> 11011 Compensation Income <input type="radio"/> 11015 Business Income-8% IT Rate <input type="radio"/> 11017 Income from Profession-8% IT Rate <input type="radio"/> 11016 Mixed Income-8% IT Rate		
8 Taxpayer's Name (Last Name, First Name, Middle Name)/ESTATE OF (First Name, Middle Name, Last Name)/TRUST FAO: (First Name, Middle Name, Last Name)	RECTO, MARICEL, KAIBIGAN		
9 Registered Address (Indicate complete address. If the registered address is different from the current address, get to the RDO to update registered address by using BIR Form No. 1905)	SAN AGUSTIN, NAUJAN, ORIENTAL MINDORO		
	9A	ZIP Code	5204
10 Date of Birth (MM/DD/YYYY)	04/19/1986		
11 Email Address	clientmail08@gmail.com		
12 Citizenship	FILIPINO		
13 Claiming Foreign Tax Credits?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14 Foreign Tax Number, if applicable			
15 Contact Number (Landline/Celphone No.)	000000000		
16 Civil Status (if applicable)	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widower		
17 If married, spouse has income?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
18 Filing Status	<input type="checkbox"/> Joint Filing <input checked="" type="checkbox"/> Separate Filing		
19 Income EXEMPT from Income Tax?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
20 Income subject to SPECIAL/PREFERENTIAL RATE?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]			
21A Method of Deduction (choose one)			
<input checked="" type="radio"/> Graduated Rates (Choose Method of Deduction in Item 21A)			
<input type="radio"/> Itemized Deduction (Sec. 34(A-J), NIRC)			
<input type="radio"/> Optional Standard Deduction (OSD) (40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC])			
21 Tax Rate* (choose one)	<input type="radio"/> 8% in lieu of Graduated Rates under Sec. 24(A) & Percentage Tax under Sec. 116 of NIRC (available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M))		

PART II - TOTAL TAX PAYABLE (Do NOT Enter Centavos; 49 Centavos or Less drop down; 50 or more round up)

Particular	A. Taxpayer/Filer	B. Spouse
22 Tax Due (From Part VI Item 5)	419,536.00	0.00
23 Less: Total Tax Credits/Payments (From Part VII Item 10)	369,661.00	0.00
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	49,875.00	0.00
25 Less: Portion of Tax Payable Allowed for 2nd Installment to be paid on or before October 15 (50% or less of Item 22)	0.00	0.00
26 Amount of Tax payable/(Overpayment) (Item 24 Less Item 25)	49,875.00	0.00
Add: Penalties		
27 Interest	0.00	0.00
28 Surcharge	0.00	0.00
29 Compromise	0.00	0.00
30 Total Penalties (Sum of Items 27 to 29)	0.00	0.00
31 Total Amount Payable/(Overpayment) (Sum of Items 26 and 30)	49,875.00	0.00
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 26 and 30)	49,875.00	0.00

If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable)
☐ To be refunded ☐ To be issued a Tax Credit Certificate (TCC) ☐ To be carried over as a tax credit for next year/quarter

I declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me, and to the best of my knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as collected by the Bureau of Internal Revenue for legitimate and lawful purposes. (If signed by an Authorized Representative, indicate TIN and attach authorization letter)

Dr. Mindoro-Vi
You have made a
of PHP 49,875.00
to BUREAU OF INTERNAL REVENUE
Payor: MARICEL KAIBIGAN RECTO
Account no. 29108912000
Txn Ref: BBS6108912000032
Mode of Payment
Service Charge: PHP 0.00

33 Number of Attachments 00

PART III - DETAILS OF PAYMENT

Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount
34 Cash/Bank Debit Memo			
35 TCC			
36 Tax Debit Memo			
37 Others (specify below)			

Machine Validation/Revenue Official Receipt Details (If not filed with an Authorized Agent Bank)

Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)

Processed by ANDREW BEN Y. YBANEZ Seq# 145

Thank you for banking with us. With PHP, You First!

NOTE: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

03/29/23
03/29/23

BIR Form No.

1701

January 2018 (ENCS)
Page 2**Annual Income Tax Return**
Individuals (including MIXED Income Earner), Estates and Trusts

1701 01/18ENCS P2

TIN 299 108 512 000 Taxpayer/Filer's Last Name RECTO

PART IV - Background Information of Spouse

1 Spouse's Taxpayer Identification Number (TIN)	2 RDO Code
3 Filer's Spouse Type <input type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Compensation Earner	
4 Alphanumeric Tax Code (ATC) <input type="radio"/> 11012 Business Income-Graduated IT Rates <input type="radio"/> 11011 Compensation Income <input type="radio"/> 11015 Business Income-8% IT Rate <input type="radio"/> 11014 Income from Profession-Graduated IT Rates <input type="radio"/> 11017 Income from Profession-8% IT Rate <input type="radio"/> 11013 Mixed Income-Graduated IT Rates <input type="radio"/> 11016 Mixed Income-8% IT Rate	
5 Spouse's Name (Last Name, First Name, Middle Name)	
6 Contact Number	7 Citizenship
8 Claiming Foreign Tax Credits? <input type="radio"/> Yes <input type="radio"/> No	9 Foreign tax number (if applicable)
10 Income EXEMPT from Income Tax? <input type="radio"/> Yes <input type="radio"/> No (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))	11 Income subject to SPECIAL/PREFERENTIAL RATE? <input type="radio"/> Yes <input type="radio"/> No (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))
12A Method of Deduction (choose one) <input type="radio"/> Graduated Rates <input type="radio"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="radio"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]] <input type="radio"/> 8% in lieu of Graduated Rates under Sec. 24(A) & Percentage Tax under Sec. 116 of NIRC [available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M)]	
12 Tax Rate* (choose one) (Choose Method of Deduction in Item 12A)	

PART V - Computation of Tax**Schedule 1 - Gross Compensation Income and tax Withheld (Attach Additional Sheet/s, if necessary)**

On Items 1 and 2, enter the required information for each of your employer/s and mark (X) whether the information is for the Taxpayer or the Spouse. On Item 3A, enter the Total Gross Compensation and Total tax Withheld for the Taxpayer and on Item 3B, for the Spouse. (DO NOT enter Centavos; 48 Centavos or less drop down; 50 or more round up)

a. Name of Employer	
1 <input type="radio"/> Taxpayer	b. Employer's TIN
<input type="radio"/> Spouse	
2 <input type="radio"/> Taxpayer	b. Employer's TIN
<input type="radio"/> Spouse	
(Continuation of Table Above)	
	c. Compensation Income
1	0.00
2	0.00
3A Gross Compensation Income and Total Tax Withheld for TAXPAYER (To Part V Schedule 2 Item 4A and Part VII Item 5A)	0.00
3B Gross Compensation Income and Total Tax Withheld for SPOUSE (To Part V Schedule 2 Item 4B and Part VII Item 5B)	0.00
	d. Tax Withheld
	0.00
	0.00
	0.00
	0.00

Schedule 2 - Taxable Compensation Income
(round up)

Particulars	A. Taxpayer/Filer	B. Spouse
4 Gross Compensation Income (From Part V Schedule 1 Item 3A or 3Bc)	0.00	0.00
5 Less: Non-Taxable / Exempt Compensation	0.00	0.00
6 Taxable Compensation Income (Item 4 Less Item 5)	0.00	0.00
7 Tax Due-Compensation Income (Item 6 x applicable income Tax Rate)	0.00	0.00

Schedule 3 - Taxable Business Income (If graduated rates, fill in items 8 to 24; if 8% flat income tax rate, fill in items 25 to 30)

3A - For Graduated Income Tax Rates		
8 Sales/revenues/receipts/fees	32,241,744.00	0.00
9 Less: Sales Returns, Allowances and Discounts	0.00	0.00
10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9)	32,241,744.00	0.00
11 Less: Cost of Sales/Services (applicable only if availing Itemized Deductions)	26,579,698.00	0.00
12 Gross Income/(Loss) from Operation (Item 10 less Item 11)	5,662,046.00	0.00
Less: Deductions Allowable under Existing Laws		
13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Item 18)	3,896,926.00	0.00
14 Special Allowable Itemized Deductions (From Part V Schedule 5 Item 3 and/or Item 5)	0.00	0.00
15 Allowable for Net Operating Loss Carry Over (NOLCO) (From Part V Schedule 5 Item 8 and/or Item 13)	0.00	0.00
16 Total Allowable Itemized Deductions (Sum of Items 13 to 15)	3,896,926.00	0.00
OR		
17 Optional Standard Deduction (OSD) (40% of Item 10)	0.00	0.00
18 Net Income/(Loss) (If Itemized: Item 12 Less Item 16; If OSD: Item 10 Less Item 17)	1,765,120.00	0.00
Add: Other Non-Operating Income (specify below)		
19	0.00	0.00
20	0.00	0.00
21 Amount Received/Share in Income by a Partner from General Professional Partnership (GPP)	0.00	0.00
22 Total Other Non-Operating Income (Sum of Items 19 to 21)	0.00	0.00
23 Taxable Income-Business (Sum of Items 18 and 22)	1,765,120.00	0.00
24 Total Taxable Income - Compensation & Business (Sum of Items 6 and 23)	1,765,120.00	0.00
25 Total Tax Due-Compensation and Business Income (under graduated rates) (Item 24 x applicable income tax rate) (To Part VI Item 1)	419,536.00	0.00

RECEIVED
BANK OF THE PHILIPPINES
DATE: 03 28 23
TELLER: ANDREW BENY. YCAÑEZ

BIR Form No.

1701

January 2018 (ENCS)
Page 3**Annual Income Tax Return**
Individuals (including MIXED Income Earner), Estates and Trusts

1701 01/18 ENCS P3

TIN 299 108 912 000 Taxpayer/Filer's Last Name RECTO

3.B - For 8% Flat Income Tax Rate (DO NOT enter Centavos; 49 Centavos or less drop down; 50 or more round up)

Particulars	A. Taxpayer/Filer	B. Spouse
26 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)	0.00	0.00
Add: Other Non-Operating Income (specify below)		
27	0.00	0.00
28 Total Income (Sum of Items 26 and 27)	0.00	0.00
Less: Allowable reduction from gross sales/receipts and other non-operating income of purely self-employed individuals and/or professionals in the amount of P250,000 (not applicable if with compensation income)	0.00	0.00
29	0.00	0.00
30 Taxable Income/(Loss) (Item 28 Less Item 29)	0.00	0.00
31 Tax Due-Business Income (Item 30 x 8% Flat Income Tax Rate)	0.00	0.00
32 Total Tax Due-Compensation & Business Income (under flat rate)(Sum of Items 7 and 31) (To Part VI Item 1)	0.00	0.00

Schedule 4 - Ordinary Allowable Itemized Deductions (attach additional sheet/s, if necessary)

1 Amortizations	0.00	0.00
2 Bad Debts	0.00	0.00
3 Charitable and Other Contributions	0.00	0.00
4 Depletion	0.00	0.00
5 Depreciation	65,000.00	0.00
6 Entertainment, Amusement and Recreation	0.00	0.00
7 Fringe Benefits	0.00	0.00
8 Interest	0.00	0.00
9 Losses	0.00	0.00
10 Pension Trusts	0.00	0.00
11 Rental	0.00	0.00
12 Research and Development	0.00	0.00
13 Salaries, Wages and Allowances	0.00	0.00
14 SSS, GSIS, Philhealth, HDMF and Other Contributions	0.00	0.00
15 Taxes and Licenses	238,782.00	0.00
16 Transportation and Travel	862,676.00	0.00
17 Others (Deductions Subject to Withholding Tax and Other Expenses) (specify below; Add additional sheet(s), if necessary)		
a Janitorial and Messengerial Services	0.00	0.00
b Professional Fees	34,000.00	0.00
c Security Services	0.00	0.00
d SEE ATTACHED FS	2,696,468.00	0.00
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17d) (To part V Schedule 3.A Item 13)	3,696,926.00	0.00

Schedule 5 - Special Allowable Itemized Deductions (attach additional sheet/s, if necessary)

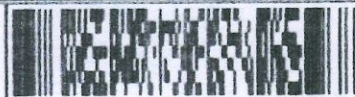
5.A - Taxpayer/Filer	Description	Legal Basis	Amount
1			0.00
2			0.00
3 Total Special Allowable Itemized Deductions-Taxpayer/Filer (Sum of Items 1 and 2) (To part V Schedule 3.A Item 14A)			0.00
5.B - Spouse			
4			0.00
5			0.00
6 Total Special Allowable Itemized Deductions-Spouse (Sum of Items 4 and 5) (To part V Schedule 3.A Item 14B)			0.00

Schedule 6 - Computation of Net Operating Loss carry Over (NOLCO)

6.A - Computation of NOLCO		A. Taxpayer/Filer		B. Spouse	
Description					
1 Gross Income		0.00		0.00	
2 Less: Ordinary Allowable Itemized Deductions		0.00		0.00	
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule 6.A.1 Item 7A and/or Schedule 6.A.2 Item 12A)		0.00		0.00	
6.A.1 - Taxpayer/Filer's Detailed Computation of Available NOLCO					
Net Operating Loss		B. NOLCO Applied		E. Net Operating Loss	
Year Incurred	A. Amount	Previous Year/s	C. NOLCO Expired	Current Year	(Unapplied) [(E)=A-(B+C+D)]
4	0.00	0.00	0.00	0.00	0.00
5	0.00	0.00	0.00	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00
8 Total NOLCO - taxpayer/Filer (Sum of Items 4D to 7D) (To Part V Schedule 3.A Item 15A)				0.00	

BIR Form No.

1701

January 2018 (ENCS)
Page 4**Annual Income Tax Return**
Individuals (including MIXED Income Earner), Estates and Trusts

1701 01/18ENCS P4

TIN 299 108 912 000 Taxpayer/Filer's Last Name RECTO

(Continuation of Schedule 8)

6.A.2 - Spouse's Detailed Computation of Available NOLCO

Net Operating Loss Year Incurred	A. Amount	B. NOLCO Applied Previous Year/s	C. NOLCO Expired	D. NOLCO Applied Current Year	E. Net Operating Loss (Unapplied) [(E)=A-(B+C+D)]
09	0.00	0.00	0.00	0.00	0.00
10	0.00	0.00	0.00	0.00	0.00
11	0.00	0.00	0.00	0.00	0.00
12	0.00	0.00	0.00	0.00	0.00

13 Total NOLCO - Spouse (Sum of Items 9D to 12D) (To Part V Schedule 3.A Item 15B) 0.00

PART VI - Summary of Income Tax Due

1 Regular Rate-Income Tax Due (From Part V, Either Item 25 or Item 32)	419,536.00	0.00
2 Special Rate-Income Tax Due (From Part X Item 17B/17F)	0.00	0.00
3 Less: Share of Other Government Agency, if remitted directly to the Agency	0.00	0.00
4 Net Special Rate-Income Tax Due/Share of National Govt. (Item 2 Less Item 3)	0.00	0.00
5 Total Income Tax Due (Sum of Items 1 & 4) (To Part II Item 22)	419,536.00	0.00

PART VII - Tax Credits/Payments (attach proof)

1 Prior Year's Excess Credits	0.00	0.00
2 Tax Payments for the First Three (3) Quarters	34,660.00	0.00
3 Creditable Tax Withheld for the First Three (3) Quarters	236,936.00	0.00
4 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter	98,065.00	0.00
5 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 3Ad/3Bd)	0.00	0.00
6 Tax Paid in Return Previously Filed, if this is an Amended Return	0.00	0.00
7 Foreign Tax Credits, if applicable	0.00	0.00
8 Special Tax Credits, if applicable (To Part VIII Item 6)	0.00	0.00
9 Other Tax Credits/Payments (specify)	0.00	0.00
10 Total Tax Credits/Payments (Sum of Items 1 to 9) (To Part II Item 23)	369,661.00	0.00

PART VIII - Tax Relief Availment

VIII.A - Special Rate

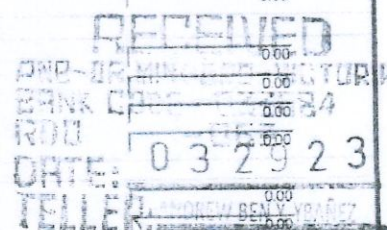
1 Regular Income Tax Otherwise Due (Part X Item 16B and/or Item 16F X applicable regular income tax rate)	0.00	0.00
2 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7B and/or Item 7E X applicable regular income tax rate)	0.00	0.00
3 Sub-Total - Tax Relief (Sum of Items 1 and 2)	0.00	0.00
4 Less: Income Tax Due (From Part X Item 17B and/or Item 17F)	0.00	0.00
5 Tax Relief Availment Before Special Tax Credit (Item 3 Less Item 4)	0.00	0.00
6 Add: Special Tax Credit, if any (From Part VII Item 8)	0.00	0.00
7 Total Tax Relief Availment-SPECIAL (Sum of Items 5 and 6)	0.00	0.00

VIII.B - Exempt

8 Regular Income Tax Otherwise Due (Part X Item 16A and/or Item 16E X applicable regular income tax rate)	0.00	0.00
9 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7A and/or Item 7E X applicable regular income tax rate)	0.00	0.00
10 Total Tax Relief Availment-EXEMPT (Sum of Items 8 and 9)	0.00	0.00

PART IX - Reconciliation of Net Income per Books Against Taxable Income (Attach additional sheet/s, if necessary)

Particulars	A. Taxpayer/Filer	B. Spouse
1 Net Income/(Loss) per Books	1,765,120.00	0.00
Add: Non-Deductible Expenses/Taxable Other Income	0.00	0.00
2	0.00	0.00
3	0.00	0.00
4	0.00	0.00
5 Total (Sum of Items 1 to 4)	1,765,120.00	0.00
Less: A) Non-Taxable Income and Income Subjected to Final Tax	0.00	0.00
6	0.00	0.00
7	0.00	0.00
B) Special/Other Allowable Deductions	0.00	0.00
8	0.00	0.00
9	0.00	0.00
10 Total (Sum of Items 6 to 9)	0.00	0.00
11 Net Taxable Income/(Loss) (Item 5 Less Item 10)	1,765,120.00	0.00





REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF FINANCE

BUREAU OF INTERNAL REVENUE

REVENUE REGION NO. 9A - CaBaMiRo

CITY OF STO. TOMAS, BATANGAS

QF-TCC-01-01-2023.00

Annex "M"

TCBP NO. RR9A-063-11-10-R2130-2023-M

TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

RECTO, MARICEL KAIBIGAN

(MKRJ MARKETING)

Name of Taxpayer

SAN AGUSTIN I, NAUJAN, ORIENTAL MINDORO

Address

299-108-912-00000

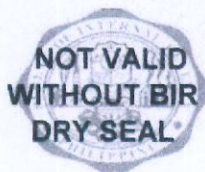
Taxpayer Identification Number

This is to certify that the above mentioned taxpayer is eligible for issuance of this Tax Clearance Certificate having satisfied all the criteria set forth by the BIR as of the date of this certification pursuant to Revenue Regulations No. 8-2016, as amended.

Tax liabilities recorded after the aforesaid dates or outside the jurisdiction of this Office are not covered by this tax clearance.

Issued this 10th day of November, 2023.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL **NOVEMBER 10, 2024** ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON NOVEMBER 08, 2023 UNDER EFPS PAYMENT TRANSACTION NO. 237648368. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



Atty. Levine F. Ilagan
LEVINE F. ILAGAN
Chief, Collection Division
11/10/2023



WARNING: Counterfeiting is punishable by law. For authenticity, please visit BIR website www.bir.gov.ph/index.php/tax-clearance/released-tax-clearance.html. Tax Clearance Certificate (for bidding purposes) not listed/posted herein will be deemed to have originated from an illegal source.



This certifies that

MKRJ MARKETING
(NATIONAL)

is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry.

This certificate issued to

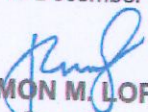
MARICEL KAIBIGAN RECTO

is valid from 06 January 2021 to 06 January 2026 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

Certificate of Business Name Registration

and issue the same on 15 December 2020 in the Philippines.


RAMON M. LOPEZ
Secretary

Business Name No. 2350865

This certificate is not a license to engage in any kind of business and valid only at the scope indicated herein.



LDEH120911737251

APPROVED BUDGET FOR THE CONTRACT (ABC)

**Supply and Delivery of Office Equipment, Other Supplies, Semi-Expendable Office Equipment and Semi-Expendable Furniture and Fixtures at MinSU Main Campus
Alcate, Victoria, Oriental Mindoro**
Project Name and Location

Stations: Mindoro State University
Length:


Contract Duration:												
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS		TOTAL COST	UNIT COST
									INFLATION, CURRENCY			
									%	VALUE		
									INFLATION, CURRENCY			
									%	VALUE		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
									(5)X(9)	(10%[(5)+(10)]	(11) / (3)	
	Lot 1 - Office Equipment				-							
1	Magazine Rack (plastic, color white)	20	pcs	205.00	4,100.00							
2	Black Ballpen	4	bxs	82.00	328.00							
3	Pencil # 2	3	bxs	132.00	396.00							
4	Certificate Holder (short, color green)	30	pcs	52.00	1,560.00							
5	Scissor-Big	2	pcs	102.00	204.00							
6	Cutter-Big	2	pcs	125.50	251.00							
7	Ruler, Metal (Stainless)	2	pcs	60.00	120.00							
8	Bond Paper (long) subs. 20 (reams)	10	reams	248.00	2,480.00							
9	Bond Paper (short) subs. 20 (reams)	10	reams	212.00	2,120.00							
10	Bond Paper (A4) subs. 20 (reams)	10	reams	220.00	2,200.00							
11	Laminating Film 125 Mic 100s (A4)	10	packs	928.00	9,280.00							
12	Paper Clip-big (box)	3	box	30.00	90.00							
13	Packaging Tape 2 inches	30	pcs	55.00	1,650.00							
14	Double sided tape	30	pcs	23.00	690.00							
15	Plastic cover #6	4	roll	3,686.00	14,744.00							
16	Cartolina (30 red, 10 black)	40	pcs	10.00	400.00							
17	Clear folder (long , color green)	15	pcs	23.00	345.00							
18	White folder (long)	30	pcs	7.00	210.00							
19	White folder (short)	30	pcs	5.00	150.00							
20	Expandable envelope (long, color green)	30	pcs	20.00	600.00							
21	Expandable folder (long, color green)	30	pcs	20.00	600.00							
22	Brown envelope (long)	30	pcs	7.00	210.00							
23	Brown envelope (short)	25	pcs	5.00	125.00							
24	Universal ink refill, Black	20	bottles	68.00	1,360.00							


105

25	Universal ink refill, Yellow	15	bottles	68.00	1,020.00								
26	Universal ink refill, Magenta	15	bottles	68.00	1,020.00								
27	Universal ink refill, Cyan	15	bottles	68.00	1,020.00								
28	Barcode Sticker with protector	2000	pcs	1.00	2,000.00								
29	Wall Clock	3	pcs	558.00	1,674.00								
	Lot 2- Other Supplies				-								
1	Tornado Mop	2	pcs	1,775.00	3,550.00								
2	Doormat	6	pcs	48.00	288.00								
3	Broom long handle	3	pcs	300.00	900.00								
	Lot 3- Semi-Expendable Office Equipment				-								
1	Water Dispenser- Hot and Cold	2	pcs	10,610.00	21,220.00								
	Heating Capacity: 95 C 5L/H				-								
	Cooling Capacity: 10C 2L/H				-								
	Wattage: (HOT) 500W				-								
	Wattage : (COLD) 100W				-								
	Rated Current: 2.6A				-								
	Anti Shock: Type 1				-								
	Climatic Class: T				-								
	Refrigerant: R134a 26g				-								
	Net w/ Gross W: 14kgs/ 15kgs				-								
	Dimension: 3150x330x970mm				-								
	Color: White				-								
2	Airconditioning Unit (window type) 2 HP	1	pcs	35,097.00	35,097.00								
	Inverter Grade- R32 Refrigerant				-								
	Remote Controlled				-								
	Gold Fin Condenser				-								
	Environment Friendly Refrigerant				-								
	High EER- 10.4				-								
	4 in 1 Filter				-								
	Filter Cleaning Reminder				-								
	Energy Efficient Compressor				-								
	Low Power Consumption/ Energy Savings				-								
	2,200 watts				-								
	Up to 30% Energy saving				-								
	Auto-ON and OFF timer				-								
	Dehumidifier				-								
	LED Display				-								
	Quiet Operation				-								
	Dimensions: (h:w:d) 428:660:770 mm				-								
3	Stand fan (heavy duty)-18 inch, 3 blades	8	pcs	2,562.00	20,496.00								
	High-performance motor				-								
	With thermal fuse protection				-								
	3-speed push button switch				-								

155

[illegible]

Submitted by

JOHN EDGAR S. ANTHONY
Head, BAC Secretariat

Approved 
CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.
University President



Republic of the Philippines
MINDORO STATE UNIVERSITY
 Main Campus
 Alcate, Victoria, Oriental Mindoro



PURCHASE REQUEST

Fund Cluster:

Office/Section :		PR No. <u>124-0035</u> Responsibility Center Code :		Date:	
Stock/ Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
Lot 1: Office Equipment					
1	pcs	Magazine Rack (plastic, color white)	20	205.00	4,100.00
2	bxs	Black Ballpen	4	82.00	328.00
3	bxs	Pencil #2	3	132.00	396.00
4	pcs	Certificate holder (short, color green)	30	52.00	1,560.00
5	pcs	Scissor- big	2	102.00	204.00
6	pcs	Cutter- big	2	125.50	251.00
7	pcs	Ruler, Metal (stainless)	2	60.00	120.00
8	reams	Bond paper (long) subs. 20 (reams)	10	248.00	2,480.00
9	reams	Bond paper (short) subs. 20 (reams)	10	212.00	2,120.00
10	reams	Bond paper (A4) subs. 20(reams)	10	220.00	2,200.00
11	packs	Laminating Film 125Mic 100s (A4)	10	928.00	9,280.00
12	box	Paper Clip -big (box)	3	30.00	90.00
13	pcs	Packaging Tape 2 inches	30	55.00	1,650.00
14	pcs	Double sided tape	30	23.00	690.00
15	roll	Plastic cover #6	4	3,686.00	14,744.00
16	pcs	Cartolina (30 red, 10 black)	40	10.00	400.00
17	pcs	Clear folder (long, color green)	15	23.00	345.00
18	pcs	White Folder (long)	30	7.00	210.00
19	pcs	White Folder (short)	30	5.00	150.00
20	pcs	Expandable envelope (long, color green)	30	20.00	600.00
21	pcs	ExpandableFolder (long, color green)	30	20.00	600.00
22	pcs	Brown envelope (long)	30	7.00	210.00
23	pcs	Brown envelope (short)	25	5.00	125.00
24	bottles	Universal Ink refill, Black	20	68.00	1,360.00
25	bottles	Universal Ink refill, Yellow	15	68.00	1,020.00
26	bottles	Universal Ink refill Magenta	15	68.00	1,020.00
27	bottles	Universal Ink refill, Cyan	15	68.00	1,020.00
28	pcs	Barcode Sticker with protector	2000	1.00	2,000.00
29	pcs	Wall Clock	3	558.00	1,674.00
Lot 2: Janitorial Supplies					
1	pcs	Tornado Map	2	1,775.00	3,550.00
2	pcs	Doormat	6	48.00	288.00
3	pcs	Broom Long handle	3	300.00	900.00
Sub - total 1					55,685.00

Purpose: STF - 1071
164-200
02-105

To be used by the Library Main Campus.

Requested by:	Recommending Approval:	Certified Allotment Available:	Approved by:
Signature :			
Printed Name : NATIVIDAD R. TEMPLANZA, RL	NEMESIO H. DAVALOS, Ph.D.	ROVELYN P. ROXAS	CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.
Designation : University Librarian	VP For Academic Affairs	Budget Officer III	OIC- Office of the University President

117

Republic of the Philippines
MINDORO STATE UNIVERSITY
 Alcate, Victoria, Oriental Mindoro

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

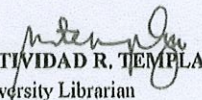
END-USER UNIT : Library
 Charged to Special Trust Fund
 Project, Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	OFFICE SUPPLIES																	
	LIBRARY - MAIN																	
•	Magazine Rack (plastic, color white)	pcs	20	160.00	3,200.00	Public Bidding		✓										
•	Tornado Map	pcs	2	1,500.00	3,000.00	Public Bidding		✓										
•	Doormat	pcs	6	55.00	330.00	Public Bidding		✓										
•	Broom Long handle	pcs	3	150.00	450.00	Public Bidding		✓										
•	Black Ballpen	pcs	4	60.00	240.00	Public Bidding		✓										
•	Pencil #2	pcs	3	75.00	225.00	Public Bidding		✓										
•	Certificate holder (short, color green)	pcs	30	50.00	1,500.00	Public Bidding		✓										
•	Scissor- big	pcs	2	75.00	150.00	Public Bidding		✓										
•	Cutter- big	pcs	2	45.00	90.00	Public Bidding		✓										
•	Ruler, Metal (stainless)	pcs	2	75.00	150.00	Public Bidding		✓										
•	Bond paper (long) subs. 20 (reams)	reams	10	280.00	2,800.00	Public Bidding		✓										
•	Bond paper (short) subs. 20 (reams)	reams	10	220.00	2,200.00	Public Bidding		✓										
•	Bond paper (A4) subs. 20(reams)	reams	10	240.00	2,400.00	Public Bidding		✓										
•	Laminating Film 125Mic 100s (A4)	packs	10	500.00	5,000.00	Public Bidding		✓										
•	Paper Clip -big (box)	box	3	35.00	105.00	Public Bidding		✓										
•	Packaging Tape 2 inches	pcs	30	55.00	1,650.00	Public Bidding		✓										
•	Double sided tape	pcs	30	45.00	1,350.00	Public Bidding		✓										
	TOTAL				24,840.00													

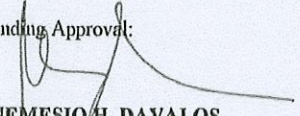
TOTAL BUDGET:

24,840.00

Prepared By:


NATIVIDAD R. TEMPLANZA
 University Librarian

Recommending Approval:


NEMESIO H. DAVALOS
 VP for Academic Affairs

Republic of the Philippines
MINDORO STATE UNIVERSITY
Alcate, Victoria, Oriental Mindoro

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

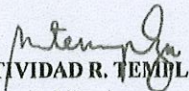
END-USER UNIT : Library
Charged to Special Trust Fund
Project, Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	OFFICE SUPPLIES																	
	LIBRARY - MAIN																	
	Total Balance Brought Forwarded				24,840.00													
•	Plastic cover #6	roll	4	2,500.00	10,000.00	Public Bidding		✓										
•	Cartolina (mint green)	pcs	20	15.00	300.00	Public Bidding		✓										
•	Clear folder (long, color green)	pcs	15	30.00	450.00	Public Bidding		✓										
•	White Folder (long)	pcs	30	6.00	180.00	Public Bidding		✓										
•	White Folder (short)	pcs	30	5.00	150.00	Public Bidding		✓										
•	Expandable envelope (long, color green)	pcs	30	20.00	600.00	Public Bidding		✓										
•	Expandable Folder (long, color green)	pcs	30	18	540.00	Public Bidding												
•	envelope (long)	pcs	30	2.50	75.00	Public Bidding		✓										
•	Brown envelope (short)	pcs	25	2.00	50.00	Public Bidding		✓										
•	Wall Clock	pcs	3	500.00	1,500.00	Public Bidding		✓										
•	Universal Ink refill, Black	bottles	20	200.00	4,000.00	Public Bidding		✓										
•	Universal Ink refill, Yellow	bottles	15	200.00	3,000.00	Public Bidding		✓										
•	Universal Ink refill Magenta	bottles	15	200.00	3,000.00	Public Bidding		✓										
•	Universal Ink refill, Cyan	bottles	15	200.00	3,000.00	Public Bidding		✓										
•	Barcode Sticker with protector (80mm x 50mm)	pcs	2000	2	4000	Public Bidding												
	TOTAL				55,685.00													

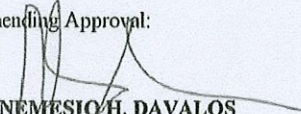
TOTAL BUDGET:

55,685.00

Prepared By:


NATIVIDAD R. TEMPLANZA
University Librarian

Recommending Approval:


NEMESIO H. DAVALOS
VP for Academic Affairs

Republic of the Philippines
MINDORO STATE UNIVERSITY
 Alcate, Victoria, Oriental Mindoro

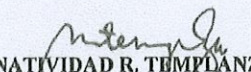
PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER UNIT : Library
Charged to Special Trust Fund
Project, Programs and Activities

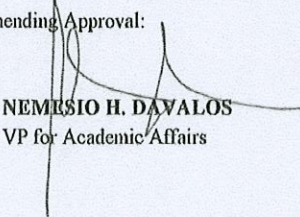
CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/ MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	SEMI EXPENDABLE - OFFICE EQUIPMENT																	
	LIBRARY - MAIN																	
•	Water Dispenser	pcs	2	5,000.00	10,000.00	Public Bidding		✓										
•	Airconditioning Unit	pcs	2	30,000.00	60,000.00	Public Bidding		✓										
•	Stand Fan	pcs	5	2,000.00	10,000.00	Public Bidding		✓										
•	Wall Fan	pcs	6	1,500.00	9,000.00	Public Bidding		✓										
	TOTAL				89,000.00													

TOTAL BUDGET: **89,000.00**

Prepared By:


NATIVIDAD R. TEMPDANZA
 University Librarian

Recommending Approval:


NEMESIO H. DAVALOS
 VP for Academic Affairs

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

224,000.00

NATIVIDAD R. TIEMPIANZA
University Librarian

NEMESIO H. DAVALOS
VP for Academic Affairs