



**SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE UNIVERSITY LIBRARY OF MinSU BONGABONG CAMPUS**

Name of Project

**BAC Resolution Recommending Approval  
Resolution No. 104, s. 2024**

**WHEREAS**, the Mindoro State University (MinSU), through 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 Supplies for the University Library of MinSU Bongabong Campus**” with an Approved Budget for the Contract (ABC) in the amount of **Sixty-Two Thousand Six Hundred Sixty-Six Pesos and 88/100 (Php62,666.88)**;

**WHEREAS**, in response to the said advertisement, four (4) suppliers were found in the document request list; however, only one (1) supplier in the name of **IRAYA LIFE ENTERPRISES** submitted price quotation before the deadline;

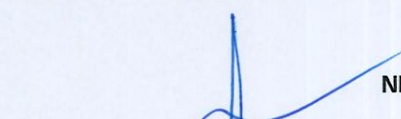
**WHEREAS**, the detailed evaluation of price quotation resulted in the following:


Approved Budget for the Contract (ABC)	Name of Bidder	Price Quotation
Php62,666.88	Iraya Life Enterprises	Php61,194.00

**WHEREAS**, the BAC examined and verified the price quotations submitted by the abovementioned supplier and was found to be complying and responsive; thus, the project be awarded to the supplier in the name of **IRAYA LIFE ENTERPRISES** with Single Calculated Responsive Bid (SCRB);

**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 and awarding of contract for the “**Supply and Delivery of Office Supplies for the University Library of MinSU Bongabong Campus**” to **Iraya Life Enterprises** amounting to **Sixty-One Thousand One Hundred Ninety-Four Pesos (Php61,194.00)** with official address at Bulusan, Calapan City, Oriental Mindoro as the supplier/bidder with Single Calculated Responsive Bid (SCRB);

**RESOLVED**, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 16<sup>th</sup> day of May, 2024.

  
**NEMESIO H. DAVALOS, Ph.D.**  
BAC Chairperson

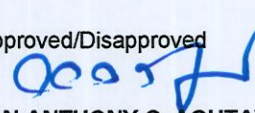
  
**ANSELMO R. ULEP, JR.**  
BAC Vice-Chairperson

  
**CIEDELLE P. SALAZAR Ph.D**  
BAC Member

  
**ELVI C. ESCAREZ, Ph.D.**  
BAC Member

  
**MELGAR G. FADRIQUEHAN**  
BAC Member

Approved/Disapproved

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



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10836844  
**Procuring Entity** MINDORO STATE UNIVERSITY  
**Title** Supply and Delivery of Office Supplies for the University Library of MinSU Bongabong Campus  
**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	RFQ 2024-93	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	4
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	10/05/2024
<b>Approved Budget for the Contract:</b>	PHP 62,666.88	<b>Last Updated / Time</b>	10/05/2024 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	15/05/2024 01:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	MARK LESTER A MAGPANTAY Head, BAC Secretariat Alcate Victoria Oriental Mindoro Philippines 5205 63-9-154612960 macmagpantay@minsu.edu.ph		

#### 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

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-EPS 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

1 btls Ink Refill Black (1000ml) 2

2 btls Ink Refill Cyan (1000ml) 2

3 btls Ink Refill Magenta (1000ml) 2

4 btls Ink Refill Yellow (1000ml) 2

5 rolls Plastic Cover #6 5

6 pcs Assorted cartolina 30

<b>Created by</b>	Annabelle Quinto Madrigal
<b>Date Created</b>	09/05/2024

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**Mindoro State University**  
Victoria, Oriental Mindoro 5205 Philippines

Email: universitypresident@minsu.edu.ph  
Website: www.minsu.edu.ph  
Mobile: +63 977 846 72 28



### REQUEST FOR QUOTATION

Supply and Delivery of Office Supplies for the University Library of MinSU Bongabong Campus

PR No.: 2024-056

RFQ No. 2024-93

ABC Amount: Php62,666.88

Company Name : IRAYA LIFE ENTERPRISES  
Address : BULUSAN CALAPAN CITY

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-EPS 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
1	btls	Ink Refill Black (1000ml)	2	288-	576-
2	btls	Ink Refill Cyan (1000ml)	2	288-	576-
3	btls	Ink Refill Magenta (1000ml)	2	288-	576-
4	btls	Ink Refill Yellow (1000ml)	2	288-	576-
5	rolls	Plastic Cover #6	5	3,680-	18,400-
6	pcs	Assorted cartolina	30	13.00	390-
7	bxs	Ballpen (I-Gel GL 165) red /blue	1	624-	624-
8	bxs	Binder Clip (1 1/4)	5	88-	440-
9	bxs	Binder Clips (2 inches)	5	93-	465-
10	bxs	Binder Clips 1" (25mm width)	5	40-	200-
11	bxs	Binder Clips 25mm	5	40-	200-
12	bxs	Binder Clips 3/4" (19mm)	5	22-	110-
13	bxs	Binder Clips Jumbo	5	93-	465-
14	pcs	Brown Envelop Long	11	6.00	66-
15	pcs	Certificate Holder - Short	10	55.00	550-
16	pcs	Clear Folder- long/green	30	31.00	930-
17	pcs	clear Folder (short)	30	26-	780-
18	reams	Colored Paper (assorted)	3	352-	1056-
19	pcs	Correction tape 6mx5mm	10	40-	400-
20	pcs	Cutter (Small)	3	64-	192-
21	rolls	Double Sided Tape 1/2	10	34-	340-
22	pcs	Double Sided Tape	11	42-	462-
23	pcs	expanded folder (long) green	10	31-	310-
24	reams	Folder Long 14pts 100's	1	928-	928-
25	bxs	Gel Ballpen (Blue)	1	560-	560-
26	btls	Glue (240g)	10	206-	2060-
27	bxs	Index Clear Tab (white)	5	160-	800-
28	bxs	Marker Permanent	1	1248-	1248-
29	bxs	Paper Clip (Big) (48mm)	8	45-	360-

MSU-BAC-FR-05.01



# Mindoro State University

Victoria, Oriental Mindoro 5205 Philippines

Email: universitypresident@minsu.edu.ph  
Website: www.minsu.edu.ph  
Mobile: +63 977 846 72 28



30	bxs	Paper Clip (small) (32mm)	8	23-	184-	/
31	bxs	Paper Clips (Coated , 50mm)	8	32-	256-	/
32	pcs	Penicl Sharpener, rotary w/ clamp	1	486-	486-	/
33	bxs	Pencil #2	2	190-	380-	/
34	packs	Photo Paper (A4, Plain back)	5	160-	800-	/
35	pcs	Plastic ruler	5	24-	120-	/
36	bxs	Push Pin	5	24-	120-	/
37	pcs	Record Book 200lvs	10	72-	720-	/
38	pcs	Scissor Big	5	96-	480-	/
39	pcs	Scotch tape (2")	33	80-	2640-	/
40	rolls	Scotch Tape 3/4	40	35-	1400-	/
41	pcs	Scotch tape (1")	40	48-	1920-	/
42	box	Highlighter (yellow/green)	1	768-	768-	/
43	bots	Stamp pad Ink	3	80-	240-	/
44	bxs	Staple wire #35	5	16-	80-	/
45	pcs	Stapler w/ remover	1	240-	240-	/
46	packs	Sticker paper (long, white)	5	232-	1,160-	/
47	pad	Sticky Note (76x76mm)	5	40-	200-	/
48	pcs	Tape Dispender	2	240-	480-	/
49	reams	Vellum Board-long	14	980-	13,720-	/
50	pcs	white Folder (long)	10	16-	160-	/
XX					TOTAL	61,194.00

After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above

MANILA SOLAR C. MENDOZA

Supplier's Signature over Printed Name  
160-221-678-0000

TIN No. of Establishment  
09778041725

Contact Number  
05. 15. 2024

Date

MSU-BAC-FR-05.01

Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF ~~CALAPAN CITY~~ S.S.

AFFIDAVIT

I, *Maria Socorro C. Mendoza*, of legal age, *Single, Filipino*, and residing at *Sta. Isabel Calapan City*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the sole proprietor of *Iraya Life Enterprises & Iraya Life Events Catering Services* with office address at *Proper 3, Bulusan Calapan City & Calero Calapan City (Branch)*;
2. As the owner and sole proprietor, of *Iraya Life Enterprises & Iraya Life Events Catering Services* I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *SUPPLY & DELIVERY OF OFFICE SUPPLIES for THE UNIVERSITY LIBRARY of MINSU BONGABONG CAMPUS*
3. *Iraya Life Enterprises & Iraya Life Events Catering Services*, 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. *Iraya Life Enterprises & Iraya Life Events Catering Services* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. The owner or sole proprietor is 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. *Iraya Life Enterprises & Iraya Life Events Catering Services* complies with existing labor laws and standards; and
8. *Iraya Life Enterprises & Iraya Life Events Catering Services* is aware of and has undertaken the following responsibilities as a Bidder in compliance with the Philippines Bidding Documents, which includes:
  - a) Carefully examine all of the Bidding Documents;
  - b) Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Making an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the

9. *Iraya Life Enterprises & Iraya Life Events Catering Services* 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 or fraud with faithfulness 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 of Act No. 3815 s. 1930, as amended or the Revised Penal Code

IN WITNESS WHEREOF, I have hereunto set my hand this 15<sup>th</sup> May 2024 at Calapan City, Or. Mindoro, Philippines.

MARIA SOLORDO C. MENDOZA  
Name of Bidder or It's Authorized Representative  
Legal Capacity  
Affiant

Witness my hand and seal this 15<sup>th</sup> day of May 2024.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. \_\_\_\_\_  
PTR No. \_\_\_\_\_ [date issued]. [place issued]  
IBP No. \_\_\_\_\_ [date issued]. [place issued]

Doc. No. 139  
Page No. 29  
Book No. 121  
Series of 2024

ATTY. RAYMOND JOSE L. ALFENA  
Roll of Attorneys No. \_\_\_\_\_  
IBP License No. 012345  
PTR No. 012345 [date issued]  
MILE Certificate No. 012345  
Notary Public since December 31, 2024

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

THIS IS TO CERTIFY THAT

**IRAYA LIFE ENTERPRISES**

Bulusan Calapan ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

is registered in the *Philippine Government Electronic Procurement System (PhilGEPS)* on 05-Jul-2019 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 **IRAYA LIFE ENTERPRISES** 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 25-Aug-2024

Issued this 23rd day of August 2023.

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



## REMINDERS <sup>1</sup>

- *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

## IRAYA LIFE ENTERPRISES

Bulusan Calapan ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

<b>DTI Certificate</b>	DTI Certificate Number : 3394982 Issued By / Signatory : Ramon Lopez Registration Date : 05-Jan-2022 Expiration Date : 11-Jan-2027
<b>Mayors Permit</b>	Expiration Date : 31-Dec-2023 Permit Number : 0170000049 Place of Issue : Calapan City Issued By / Signatory : Malou F. Morillo Issuance Date : 16-Jan-2023
<b>Tax Clearance</b>	Expiration Date : 19-Jun-2024 TCC Number : RR9A-063-06-19-1043-2023-M Issued By / Signatory : LEVINE F. ILAGAN Issuance date : 19-Jun-2023
<b>Audited Financial Statement</b>	Date of Filing : 28-Apr-2023 Current Asset : 385,512.49 Total Asset : 1,580,508.69 Current Liabilities : 886.19 Total Liabilities : 0.00 Name of Auditor : Elvin P. Vargas BIR RDO Code : 063
<b>PCAB License</b>	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :



Republic of the Philippines  
CITY OF CALAPAN  
OFFICE OF THE CITY MAYOR

TAUMBAYAN ANG  
MA SUSUNOD

# BUSINESS PERMIT

# 2024

Pursuant to the provision of City Tax Ordinance Number 18, Series of 2011 as amended, otherwise known as the Revised Revenue Code of Calapan, Oriental Mindoro, after payment of taxes and charges, etc. and compliance with existing requirements, permit is here granted to herein taxpayer.

**P 5,287.50**

TAXPAYER'S NAME	BUSINESS I.D.	MODE OF PAYMENT	DATE BILLED	KIND OF BUSINESS	STATUS
MENDOZA, MA SOCORRO	0170000049	Annually	01/12/2024	ENTERPRISES	R
NAME OF BUSINESS		LOCATION OF BUSINESS			BUSINESS PERMIT NUMBER
IRAYA LIFE ENTERPRISES		BULUSAN			
KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
BUSINESS TAX		2,687.50	0.00	2,687.50	
MAYOR'S PERMIT		1,650.00		1,650.00	
MAYORS PERMIT FEE		1,000.00			
EDUC'L SPECIAL PROGR		100.00			
DRAINAGE MAINTENANCE		100.00			
SANITARY FEE		200.00			
FIRE AND SAFETY INSP		250.00			
MEDICAL FEE		100.00		100.00	
ANNUAL INSPECTION FEE		200.00		200.00	
BUSINESS STICKER		300.00		300.00	
SITE INSPECTION FEE		50.00		50.00	
OCCUPATIONAL FEE		220.00		220.00	
TAX CLEARANCE		30.00		30.00	
AAP.&RENEWAL OF BUS.FEE		50.00		50.00	
ENCODER		TOTALS		5,287.50	

Payment for 1-4

Notes:

1. This Permit will expire on

Dec. 31, 2024

2. This Mayor's Permit, together with the official receipt, shall at all times be displayed or posted for public view in a conspicuous place within the place of business or undertaking.

Check

Check number \_\_\_\_\_

Bank \_\_\_\_\_

Cash

O.R. Number 1231397

Date 01/12/2024

Payment received by:

ASSESSMENT REVIEWED BY:

RECOMMENDING APPROVAL:

APPROVED BY:

**EDUARD L. REYES**

Licensing Officer IV

Officer In-charge of the Permits and License Section  
Office of the City Mayor

**MARILOU F. MORILLO**

City Mayor

Non-compliance with the applicable provisions of National Building (PD 1069) Code of Sanitation (PD 856), FIRE Code (RA9514), and other existing laws, issuances, regulations and ordinances shall be valid grounds for the immediate cancellation/revocation of this PERMIT.



REPUBLICA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG RENTAS INTERNAS

REVENUE REGION NO. 09A - CABAMIRO (CAVITE-BATANGAS-MINDORO-ROME)  
REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO



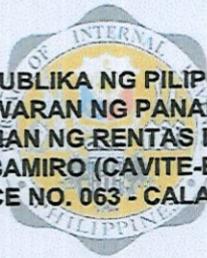
OCN: 063RC20230000003982

Date OCN Generated: October 9, 2023

# CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 160-221-678-00000	<b>NAME OF TAXPAYER</b> MENDOZA, MARIA SOCORRO CASALLA	<b>TIN ISSUANCE DATE</b> December 7, 1999
<b>REGISTERING OFFICE</b>	X Head Office	Branch
<b>REGISTERED ADDRESS</b> SITIO PROPER 3, BULUSAN 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
INDIVIDUAL INCOME TAX	1701Q	February 15, 2017	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
INDIVIDUAL INCOME TAX	1701	February 15, 2017	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
REGISTRATION FEE	0605	January 18, 2017	ANNUALLY	On or before the last day of January.
VALUE ADDED TAX	2550Q	October 7, 2021	QUARTERLY	Not later than the 25th day following the close of each taxable quarter.
WITHHOLDING TAX - EXPANDED/OTHERS	0619E	October 7, 2021	MONTHLY	On or before the 10th day of the month following the month in which withholding was made.
WITHHOLDING TAX - EXPANDED/OTHERS	1601EQ	October 7, 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.
WITHHOLDING TAX - COMPENSATION	1604CF	April 16, 2019	ANNUALLY	On or before January 31 of the year following the calendar year in which compensation payment and other income payments subject to ginal withholding taxes were paid or accrued.
WITHHOLDING TAX - COMPENSATION	1601C	April 16, 2019	MONTHLY	On or before the 10th day of the month following the month when the withholding was made except for taxes withheld for December which shall be filed and paid/remitted on or before January 15 of the succeeding year.

  
**REPUBLIKA NG PILIPINAS**  
**KAGAWARAN NG PANANALAPI**  
**KAWANIHAN NG RENTAS INTERNAS**  
**REVENUE REGION NO. 09A - CABAMIRO (CAVITE-BATANGAS-MINDORO-ROMBLON)**  
**REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO**

OCN: 063RC20230000003982  
 Date OCN Generated: October 9, 2023

## CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 160-221-678-00000	<b>NAME OF TAXPAYER</b> MENDOZA, MARIA SOCORRO CASALLA	<b>TIN ISSUANCE DATE</b> December 7, 1999
<b>REGISTERING OFFICE</b>	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
<b>REGISTERED ADDRESS</b> SITIO PROPER 3, BULUSAN 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAXPAYER TYPE/S		SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)	
BUSINESS INFORMATION DETAILS			
		CATEGORY	REGISTRATION DATE
TRADE NAME 1	IRAYA LIFE ENTERPRISES		January 18, 2017
(PSIC)	47610-RETAIL SALE OF BOOKS, NEWSPAPERS AND STATIONERY IN SPECIALIZED STORES	Primary	
Line of Business	RETAIL SALE OF CULTURAL AND RECREATION GOODS IN SPECIALIZED STORES		
(PSIC)	47529-RETAIL SALE OF CONSTRUCTION SUPPLIES, N.E.C.	Secondary	
Line of Business	RETAIL SALE OF OTHER HOUSEHOLD EQUIPMENT IN SPECIALIZED STORES		
(PSIC)	47412-RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT	Secondary	
Line of Business	RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT		
(PSIC)	47631-RETAIL SALE OF SPORTING GOODS AND ATHLETIC SUPPLIES	Secondary	
Line of Business	RETAIL SALE OF SPORTING GOODS AND ATHLETIC SUPPLIES		
(PSIC)	47599-RETAIL SALE OF ELECTRICAL HOUSEHOLD APPLIANCES, FURNITURE, LIGHTING EQUIPMENT AND OTHER HOUSEHOLD ARTICLES IN SPECIALIZED STORES, N.E.C.	Secondary	
Line of Business	RETAIL SALE OF ELECTRICAL HOUSEHOLD APPLIANCES, FURNITURE, LIGHTING EQUIPMENT AND OTHER HOUSEHOLD ARTICLES IN SPECIALIZED STORES, N.E.C.		
(PSIC)	47719-RETAIL SALE OF OTHER CLOTHING, FOOTWEAR AND LEATHER ARTICLES IN SPECIALIZED STORES, N. E.C.	Secondary	
Line of Business	RETAIL SALE OF CLOTHING, FOOTWEAR AND LEATHER ARTICLES IN SPECIALIZED STORES		

  
**REPUBLIKA NG PILIPINAS**  
**KAGAWARAN NG PANANALAPI**  
**KAWANIHAN NG RENTAS INTERNAS**  
**REVENUE REGION NO. 09A - CABAMIRO (CAVITE-BATANGAS-MINDORO-ROMBLON)**  
**REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO**

OCN: 063RC20230000003982  
 Date OCN Generated: October 9, 2023

## CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 160-221-678-00000	<b>NAME OF TAXPAYER</b> MENDOZA, MARIA SOCORRO CASALLA	<b>TIN ISSUANCE DATE</b> December 7, 1999
<b>REGISTERING OFFICE</b>	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
<b>REGISTERED ADDRESS</b> SITIO PROPER 3, BULUSAN 5200 CITY OF CALAPAN (CAPITAL) 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 DRY SEAL

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.


[Home](#) » [Merchants](#) » [Transactions](#) » [Details](#) » [PIN Authentication](#) » [Receipt](#)

## Receipt

### ■■■ BUREAU OF INTERNAL REVENUE ORUS DOCUMENTARY STAMP TAX

✔ You have **SUCCESSFULLY** paid Documentary Stamp Tax to **BUREAU OF  
INTERNAL REVENUE ORUS** with the following details:

ARN	DSU2310063210499
Registered Name	MARIA SOCORRO MENDOZA
Form Type	0605
Tax Type	DS
Return Period	10-09-23 10:26:36
Email Address	dmariasocorro@yahoo.com
TIN	160221678
Branch Code	00000
Amount Due	PHP 30.00
<b>TOTAL AMOUNT</b>	<b>PHP 30.00</b>
Reference Number	5348-10092023-515983
<b>Date and Time</b>	<b>2023-10-09 10:27:39</b>
Confirmation No.	00010092023102738839
Transaction No.	Zo20231009102738515983

 [PRINT](#)

 [BACK TO HOME](#)

For BIR BCS  
Use Only Item.



Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue

TP 494

BIR Form No  
**1701**

January 2018 (FNCS)  
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



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)	160 - 221 - 676 - 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 type="checkbox"/> 11011 Compensation Income <input type="checkbox"/> 11012 Business Income-Graduated IT Rates <input type="checkbox"/> 11014 Income from Profession-Graduated IT Rates <input type="checkbox"/> 11015 Business Income-8% IT Rate <input type="checkbox"/> 11016 Mixed Income-8% IT Rate <input type="checkbox"/> 11017 Income from Profession-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) MENDOZA MARIA SOCORRO			
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) BULUSAN, CALAPAN CITY, ORIENTAL MINDORO			
		9A ZIP Code	5200
10 Date of Birth (MM/DD/YYYY)	11 Email Address		
09/25/1971	msjvisaya1c2019@gmail.com		
12 Citizenship	13 Claiming Foreign Tax Credits?		
FILIPINO	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
15 Contact Number (Landline/Cellphone No.)	16 Civil Status (if applicable)		
0	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widower		
17 If married, spouse has income?	18 Filing Status		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Joint Filing <input checked="" type="checkbox"/> Separate Filing		
19 Income EXEMPT from Income Tax?	20 Income subject to SPECIAL/PREFERENTIAL RATE?		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)] [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]			
21A Method of Deduction (choose one)			
<input type="checkbox"/> Graduated Rates <input checked="" type="checkbox"/> Itemized Deduction <input type="checkbox"/> Optional Standard Deduction (OSD)			
[Choose Method of Deduction in Item 21A] [Sec. 34(A-J), NIRC] [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]]			
21 Tax Rate* (choose one)			
<input type="checkbox"/> 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)	0.00	0.00
23 Less: Total Tax Credits/Payments (From Part VII Item 10)	13,517.00	0.00
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	-13,517.00	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)	-13,517.00	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)	-13,517.00	0.00
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 26 and 30)	-13,517.00	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 contemplated under 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)

MARIA SOCORRO C. MENDOZA  
Printed Name and Signature of Taxpayer/Authorized Representative

33 Number of Attachments 00

### PART III - DETAILS OF PAYMENT

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

BUREAU OF INTERNAL REVENUE  
RDO No. 63 Calapan City

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/Stamp/Initial)

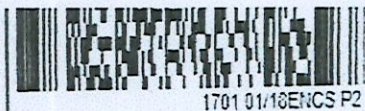
RECEIVED  
28 APR 2023

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

JOJO M. BARRIENTOS  
OIC, Chief Collection Section  
TIN: 215-244,111,000

# Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts



## PART IV - Background Information of Spouse

1 Spouse's Taxpayer Identification Number (TIN) \_\_\_\_\_ 2 RDO Code \_\_\_\_\_

3 Filer's Spouse Type ☐ Single Proprietor ☐ Professional ☐ Compensation Earner

4 Alphabetic Tax Code (ATC) ☐ 11012 Business Income-Graduated IT Rates ☐ 11014 Income from Profession-Graduated IT Rates ☐ 11013 Mixed Income-Graduated IT Rates  
☐ 11011 Compensation Income ☐ 11015 Business Income-8% IT Rate ☐ 11017 Income from Profession-8% IT Rate ☐ 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? ☐ Yes ☐ No 9 Foreign tax number (if applicable) \_\_\_\_\_

10 Income EXEMPT from Income Tax? ☐ Yes ☐ No 11 Income subject to SPECIAL/PREFERENTIAL RATE? ☐ Yes ☐ No  
 [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)] [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]

12 Tax Rate\* (Choose Method of Deduction in Item 12A) ☐ Graduated Rates ☐ Itemized Deduction ☐ Optional Standard Deduction (OSD)  
 (choose one) [Sec. 34(A-J), NIRC] [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]]  
☐ 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 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; 49 Centavos or less drop down; 50 or more round up)

a. Name of Employer

1 ☐ Taxpayer \_\_\_\_\_ b. Employer's TIN \_\_\_\_\_  
☐ Spouse \_\_\_\_\_

2 ☐ Taxpayer \_\_\_\_\_ b. Employer's TIN \_\_\_\_\_  
☐ Spouse \_\_\_\_\_

(Continuation of Table Above)

	c. Compensation Income	d. Tax Withheld
1	0.00	0.00
2	0.00	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	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	0.00

**Schedule 2 - Taxable Compensation Income** (DO NOT enter Centavos; 49 Centavos or less drop down; 50 or more round up)

Particulars	A. Taxpayer/Filer	B. Spouse
4 Gross Compensation Income (From Part V Schedule 1 Item 3A or 3B)	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)

3.A - For Graduated Income Tax Rates

8 Sales/revenues/receipts/fees	1,152,243.00	0.00
9 Less: Sales Returns, Allowances and Discounts	0.00	0.00
10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9)	1,152,243.00	0.00
11 Less: Cost of Sales/Services (applicable only if availing Itemized Deductions)	724,280.00	0.00
12 Gross Income/(Loss) from Operation (Item 10 less Item 11)	427,963.00	0.00
Less: Deductions Allowable under Existing Laws		
13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Item 18)	231,515.00	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 6 Item 8 and/or Item 13)	0.00	0.00
16 Total Allowable Itemized Deductions (Sum of Items 13 to 15)	231,515.00	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)	196,448.00	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)	196,448.00	0.00
24 Total Taxable Income - Compensation & Business (Sum of Items 6 and 23)	196,448.00	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)	0.00	0.00

01

2018 (ENC5)  
Page 3

# Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts


 Taxpayer/Filer's Last Name  
 MENDOZA

160 221 678 000

(DO NOT enter Centavos. 49 Centavos or less drop down, 50 or more round up)

3.B - For 8% Flat Income Tax Rate		A. Taxpayer/Filer	B. Spouse
Particulars		0.00	0.00
26 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)		0.00	0.00
Add Other Non-Operating Income (specify below)		0.00	0.00
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
2	Bad Debts	0.00
3	Charitable and Other Contributions	0.00
4	Depletion	0.00
5	Depreciation	0.00
6	Entertainment, Amusement and Recreation	0.00
7	Fringe Benefits	0.00
8	Interest	0.00
9	Losses	0.00
10	Pension Trusts	0.00
11	Rental	0.00
12	Research and Development	0.00
13	Salaries, Wages and Allowances	104,000.00
14	SSS, GSIS, Philhealth, HDMF and Other Contributions	0.00
15	Taxes and Licenses	23,922.00
16	Transportation and Travel	33,470.00
17	Others (Deductions Subject to Withholding Tax and Other Expenses) (specify below. Add additional sheet(s), if necessary)	0.00
a	Janitorial and Messengerial Services	24,000.00
b	Professional Fees	0.00
c	Security Services	46,123.00
d	SEE FINANCIAL STATEMENTS	0.00
18	Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17d) (To Part V Schedule 3 A Item 13)	231,515.00

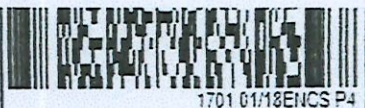
Schedule 5 - Special Allowable Itemized Deductions (attach additional sheet/s, if necessary)		
5.A - Taxpayer/Filer	Description	Legal Basis
1		0.00
2		0.00
3	Total Special Allowable Itemized Deductions-Taxpayer/Filer (Sum of Items 1 and 2) (To part V Schedule 3 A Item 14A)	0.00
5.B - Spouse		0.00
4		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		
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					
Year Incurred	Net Operating Loss 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)]
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	

# Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts



1701 01/18 ENCS P4

150 221 878 000

Taxpayer/Filer's Last Name

MENDOZA

(Continuation of Schedule 6)

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

Year Incurred	Net Operating Loss 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)	0.00	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)	0.00	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	0.00	0.00
3 Creditable Tax Withheld for the First Three (3) Quarters	8,482.00	0.00
4 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter	5,035.00	0.00
5 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 3Aa/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)	13,517.00	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 7F 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	196,448.00	0.00
Add: Non-Deductible Expenses/Taxable Other Income		
2	0.00	0.00
3	0.00	0.00
4	0.00	0.00
5 Total (Sum of Items 1 to 4)	196,448.00	0.00
Less: A) Non-Taxable Income and Income Subjected to Final Tax		
6	0.00	0.00
7	0.00	0.00
B) Special/Other Allowable Deductions		
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)	196,448.00	0.00

Gmail

Msj Visaya <msjvisaya.fc2019@gmail.com>

## Tax Return Receipt Confirmation

1 message

ebirforms-noreply@bir.gov.ph <ebirforms-noreply@bir.gov.ph>  
To: msjvisaya.fc2019@gmail.com

Thu, Apr 13, 2023 at 10:04 AM

This confirms receipt of your submission with the following details subject to validation by BIR:

File name: 160221678000-1701v2018-122022.xml

Date received by BIR: 13 April 2023

Time received by BIR: 09:13 AM

Penalties may be imposed for any violation of the provisions of the NIRC and issuances thereof.

### FOR RETURNS WITH TAX PAYABLE:

Please pay through any of the following ePayment Channels:

#### Land Bank of the Philippines Link.BizPortal

- LBP ATM Cards
- Bancnet ATM/Debit Cards
- PCHC PayGate or PESONet (RCBC, Robinsons Bank, UnionBank, PSBank, BPI, Asia United Bank)

#### DBP PayTax Online

- Credit Cards (MasterCard/Visa)
- Bancnet ATM/Debit Cards

#### Unionbank of the Philippines

- Unionbank Online (for Unionbank Individual and Corporate Account Holders)
- UPAY via InstaPay (For Individual Non-Unionbank Account Holders)

#### Taxpayer Agent/ Tax Software Provider-TSP

- (Gcash/PayMaya/MyEG)

This is a system-generated email. Please do not reply.

#### Bureau of Internal Revenue

=====  
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=====

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BUREAU OF INTERNAL REVENUE  
HJIO No. 63 Calapan City

RECEIVED  
28 APR 2023

JOJO M. BARRIENTOS  
OIC, Chief Collection Section  
TIN- 215-324-811.nnn



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF INTERNAL REVENUE**  
REVENUE REGION NO. 9A - CaBaMiRo  
CITY OF STO. TOMAS, BATANGAS

TCBP NO. RR9A-063-06-19-1043-2023-M

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

**MENDOZA, MARIA SOCORRO CASALLA**

(IRAYA LIFE ENTERPRISES)

Name of Taxpayer

**SITIO PROPER 3, BULUSAN, CITY OF CALAPAN (CAPITAL), ORIENTAL MINDORO**

Address

**160-221-678-00000**

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 19th day of June, 2023.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL JUNE 19, 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 JUNE 14, 2023 UNDER EFPS PAYMENT TRANSACTION NO. 235204712. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



*Ilagan*  
**LEVINE B. ILAGAN**  
Chief, Collection Division  
06/14/2023



**WARNING:** Counterfeiting is punishable by law. For authenticity, please visit BIR website [www.bir.gov.ph/index.php/tax-clearance/released-tax-clearance.html](http://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

**IRAYA LIFE ENTERPRISES**  
(BARANGAY)

BULUSAN, CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO - REGION IV-B (MIMAROPA)

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

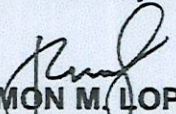
**MARIA SOCORRO CASALLA MENDOZA**

is valid from 11 January 2022 to 11 January 2027 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 05 January 2022 in the Philippines.

  
**RAMON M. LOPEZ**  
Secretary

**Business Name No. 3394982**

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



CGYH873612971616

**APPROVED BUDGET FOR THE CONTRACT (ABC)**  
**Supply and Delivery of Office Supplies for the University Library of MinSU Bongabong Campus**  
**Labasan, Bongabong, 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
									%		%					
									(10)	(11)	(12)	(13)				
				(5)	(6)	(7)	(8)	(9)		(10)	(11)	(12)	(13)			
(1)	(2)	(3)	(4)													
1	Ink Refill Black (1000ml)	2	btls	1,800.00	3,600.00											
2	Ink Refill Cyan (1000ml)	2	btls	1,800.00	3,600.00											
3	Ink Refill Magenta (1000ml)	2	btls	1,800.00	3,600.00											
4	Ink Refill Yellow (1000ml)	2	btls	1,800.00	3,600.00											
5	Plastic Cover #6	5	rolls	1,800.00	9,000.00											
6	Assorted cartolina	30	pcs	15.00	450.00											
7	Ballpen (1-Gel GL 165) red /blue	1	bxs	350.00	350.00											
8	Binder Clip (1 1/4)	5	bxs	90.00	450.00											
9	Binder Clips (2 inches)	5	bxs	95.00	475.00											
10	Binder Clips 1" (25mm width)	5	bxs	65.00	325.00											
11	Binder Clips 25mm	5	bxs	60.00	300.00											
12	Binder Clips 3/4" (19mm)	5	bxs	50.00	250.00											
13	Binder Clips Jumbo	5	bxs	95.00	475.00											
14	Brown Envelop Long	11	pcs	8.00	88.00											
15	Certificate Holder - Short	10	pcs	50.00	500.00											
16	Clear Folder- long/green	30	pcs	30.00	900.00											
17	clear Folder (short)	30	pcs	25.00	750.00											
18	Colored Paper (assorted)	3	reams	295.00	885.00											
19	Correction tape 6mx5mm	10	pcs	45.00	450.00											
20	Cutter (Small)	3	pcs	120.00	360.00											
21	Double Sided Tape 1/2	10	rolls	60.00	600.00											
22	Double Sided Tape	11	pcs	60.00	660.00											
23	expanded folder (long) green	10	pcs	30.00	300.00											
24	Folder Long 14pts 100's	1	reams	800.00	800.00											
25	Gel Ballpen (Blue)	1	bxs	350.00	350.00											
26	Glue (240g)	10	btls	85.00	850.00											
27	Index Clear Tab (white)	5	bxs	120.00	600.00											
28	Marker Permanent	1	bxs	600.00	600.00											





Republic of the Philippines  
Republic of the Philippines  
**MINDORO STATE UNIVERSITY**  
Bongabong Campus



## PURCHASE REQUEST

Fund Cluster:

Office/Section :		PR No.: 2024-056		Date: April 3, 2024	
		Responsibility Center Code :			
Stock/ Property	Unit	Item Description	Qty	Unit Cost	Total Cost
1	Btls	Ink Refill Black (1000ml)	2	1,800.00	3,600.00
2	Btls	Ink Refill Cyan (1000ml)	2	1,800.00	3,600.00
3	Btls	Ink Refill Magenta (1000ml)	2	1,800.00	3,600.00
4	Btls	Ink Refill Yellow (1000ml)	2	1,800.00	3,600.00
5	Rolls	Plastic Cover #6	5	1,800.00	9,000.00
6	Pcs	Assorted Cartolina	30	15.00	450.00
7	Bxs	Ballpen - (1-Gel GL 165) red/blue	1	350.00	350.00
8	Bxs	Binder Clip (1 1/4)	5	90.00	450.00
9	Bxs	Binder Clips (2 inches)	5	95.00	475.00
10	Bxs	Binder Clips 1" (25mm width)	5	65.00	325.00
11	Bxs	Binder Clips 25mm	5	60.00	300.00
12	Bxs	Binder Clips 3/4" (19mm)	5	50.00	250.00
13	Bxs	Binder Clips Jumbo	5	95.00	475.00
14	Pcs	Brown Envelop Long	11	8.00	88.00
15	Pcs	Certificate Holder - Short	10	50.00	500.00
16	Pcs	Clear folder - long/green	30	30.00	900.00
17	Pcs	Clear folder (Short)	30	25.00	750.00
18	Reams	Colored paper (assorted)	3	295.00	885.00
19	Pcs	Correction Tape 6m x 5 mm	10	45.00	450.00
20	Pcs	Cutter (Small)	3	120.00	360.00
21	Rolls	Double Sided Tape 1/2	10	60.00	600.00
22	Pcs	Double Sided Tape	11	60.00	660.00
23	Pcs	Expanded Folder (long) green	10	30.00	300.00
24	Reams	Folder Long 14 pts 100's	1	800.00	800.00
25	Bxs	Gel Ballpen (Blue)	1	350.00	350.00
26	Btls	Glue (240g)	10	85.00	850.00
27	Bxs	Index Clear Tab (white)	5	120.00	600.00
28	Bxs	Marker Permanent	1	600.00	600.00
29	Bxs	paper Clip (Big) (48 mm)	8	45.00	360.00
30	Bxs	Paper Clip (Small) (32 mm)	8	25.00	200.00
Page 1 total					35,728.00
Purpose: Office supplies for college library (MBC)					
STF - 1071 164-200 04-521 50 20 30/12					
Requested by:		Recommending Approval:		Certified Allotment Available:	
Signature:		Signature:		Signature:	
Printed Name: JA. M. DILAO		CIEDELLE P. SALAZAR, Ph.D.		ROVELYN P. ROXAS	
Designation: Librarian		Campus Executive Director		Budget Officer III	
Approved by:					
Signature:					
Printed Name: CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.					
Designation: OIC -University President					



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END USER UNIT: LIBRARY

Charged to STF - Educating Proposed (Library Fees)  
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
	<b>OFFICE SUPPLIES EXPENSE</b>																	
*	Ink refill black (100/ml)	Btls	2	1,800.00	3,600.00	Public Bidding					✓							
*	Ink refill cyan (100/ml)	Btls	2	1,800.00	3,600.00	Public Bidding					✓							
*	Ink refill magenta (100/ml)	Btls	2	1,800.00	3,600.00	Public Bidding					✓							
*	Ink refill yellow (100/ml)	Btls	2	1,800.00	3,600.00	Public Bidding					✓							
*	Plastic cover # 6	rolls	5	1,800.00	9,000.00	Public Bidding					✓							
*	assorted carolina	pcs	30	15.00	450.00	Public Bidding					✓							
*	ballpen - (1-Gel GL 165) red blue	bxs	1	350.00	350.00	Public Bidding					✓							
*	Binder Clip (1 1/4)	bxs	5	90.00	450.00	Public Bidding					✓							
*	Binder clips (2 inches)	bxs	5	95.00	475.00	Public Bidding					✓							
*	Binder clips 1" (25mm width)	bxs	5	65.00	325.00	Public Bidding					✓							
*	Binder Clips 25mm	bxs	5	60.00	300.00	Public Bidding					✓							
*	Binder clips 3/4" (19mm)	bxs	5	50.00	250.00	Public Bidding					✓							
*	Binder Clips Jumbo	bxs	5	95.00	475.00	Public Bidding					✓							
*	brown envelop long	pcs	11	8.00	88.00	Public Bidding					✓							
*	Certificate holder - short	pcs	10	50.00	500.00	Public Bidding					✓							
	<b>TOTAL</b>				<b>27,063.00</b>													

TOTAL BALANCE FORWARDED:

27,063.00

Prepared By:

JANNA M. LISHIMA M. DILAO  
College Librarian

Recommending Approval

CIEDELLE P. SAGANAN  
Campus Executive Director

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END USER UNIT: LIBRARY  
Charged to STF - Fiduciary Proposed (Library Fees)  
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		
OFFICE SUPPLIES EXPENSE																		
	Total Balance brought forward				27,063.00													
*	Clear folder - long/green	pcs	30	30.00	900.00	Public Bidding						✓						
*	Clear folder (Short)	pcs	30	25.00	750.00	Public Bidding						✓						
*	Colored paper (assorted)	reams	3	295.00	885.00	Public Bidding						✓						
*	Correction tape 6m x 5 mm	pcs	10	45.00	450.00	Public Bidding						✓						
*	Cutter (small)	pcs	3	120.00	360.00	Public Bidding						✓						
*	Double sided tape 1/2	rolls	10	60.00	600.00	Public Bidding						✓						
*	Double-Sided Tape	pcs	11	60.00	660.00	Public Bidding						✓						
*	Expanded folder (long) green	pcs	10	30.00	300.00	Public Bidding						✓						
*	Folder long 14 pls 100's	reams	1	800.00	800.00	Public Bidding						✓						
*	Gel ballpen (blue)	boxes	1	350.00	350.00	Public Bidding						✓						
*	Glue (240 g)	blts	10	85.00	850.00	Public Bidding						✓						
*	Index Clear Tab (white)	boxes	5	120.00	600.00	Public Bidding						✓						
*	Marker Permanent	boxes	1	600.00	600.00	Public Bidding						✓						
*	Paper clip (big) (48 mm)	boxes	8	45.00	360.00	Public Bidding						✓						
*	Paper clip (small) (32 mm)	boxes	8	25.00	200.00	Public Bidding						✓						
TOTAL					35,728.00													

TOTAL BALANCES FORWARDED:

35,728.00

Prepared By:

JANNA KYUSHIMA M. DILAO  
College Librarian

Recommending Approval:

CIRDELLE P. SALVADOR  
Campus Executive Director

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER UNIT: Library  
Charged to STF - Fiduciary Proposed (Library Fees)  
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		
	OFFICE SUPPLIES EXPENSE																	
	<i>Total Balances brought forward</i>				35,728.00													
*	Paper Clips (coated, 50 mm)	Box	8	35.03	280.21	Public Bidding					✓							
*	Pencil sharpener, rotary w/ clamp	pcs	1	400.00	400.00	Public Bidding					✓							
*	Pencil #2	bxs	2	80.00	160.00	Public Bidding					✓							
*	Photo paper (A4, Plain Back)	packs	5	180.00	900.00	Public Bidding					✓							
*	Plastic ruler	pcs	5	25.00	125.00	Public Bidding					✓							
*	Push pins	bxs	5	40.00	200.00	Public Bidding					✓							
*	Record book 200 lvs	pcs	10	90.00	900.00	Public Bidding					✓							
*	Scissor big	pcs	5	80.00	400.00	Public Bidding					✓							
*	Scotch tape (2")	pcs	33	50.00	1,650.00	Public Bidding					✓							
*	Scotch tape 3/4	rolls	40	20.00	800.00	Public Bidding					✓							
*	Scotch tape (1")	pcs	40	25.08	1,003.20	Public Bidding					✓							
*	Staple (yellow/green)	box	1	508.59	508.59	Public Bidding					✓							
*	Stamp pad ink	bols	3	250.00	750.00	Public Bidding					✓							
*	Staple wire # 35	bxs	5	45.00	225.00	Public Bidding					✓							
*	Stapler w/ remover	pcs	1	436.88	436.88	Public Bidding					✓							
	<b>TOTAL</b>				<b>44,466.88</b>													

TOTAL BALANCES FORWARDED:

44,466.88

Prepared By:

JANNA APRESIMA M. DILAO  
College Librarian

Recommending Approval:

CIEDELLE P. SALAZAR  
Campus Executive Director

# PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

END-USER UNIT: *Library*

*Charged to STF - Fiduciary Proposed (Library Fees)  
Project, Programs and Activities*

[illegible]

**TOTAL BUDGET:**

Prepared By:

JANNA KYSHINA N, DILAO  
College Librarian

**Recommending Approval:**

CIDELLE P. SALAZAR  
Campus Executive Director