

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



# SUPPLY AND DELIVERY OF OFFICE EQUIPMENT FOR THE UNIVERSITY CLINIC AT MINSU CALAPAN CITY CAMPUS Name of Project

### BAC Resolution Recommending Approval Resolution No. <u>155</u>, 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 for the University Clinic at MinSU Calapan City Campus" with an Approved Budget for the Contract (ABC) amounting to One Hundred Thirty Thousand Pesos (Php130,000.00);

WHEREAS, in response to the said advertisement, six (6) suppliers were found in the document request list; however, five (5) suppliers in the name of PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING, DUPLICAT NON-SPECIALIZED WHOLESALE TRADING, HIRAM'S SUPPLY WHOLESALING, MKRJ MARKETING and 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		
3	Papercat Office Supplies and Equipment Trading	Php112,000.00		
Php130,000.00	Duplicat Non-Specialized Wholesale Trading	Php114,000.00		
P11p130,000.00	HIRAM'S Supply Wholesaling	Php121,686.00		
	MKRJ Marketing	Php125,000.00		
	Iraya Life Enterprises	Php129,600.00		

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 PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING with the Lowest Calculated Responsive Bid (LCRB);

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 awarding of contract for the "Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus" to Papercat Office Supplies and Equipment Trading amounting to One Hundred Twelve Thousand Pesos (Php112,000.00) with official address at Guiho St., Sto. Niño, Calapan City, Oriental Mindoro as the supplier/bidder with Lowest Calculated Responsive Bid (LCRB);

RESOLVED, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 6th day of August, 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.

MELGAR G. FADRIQUELAN BAC Member

Approved/Disapproved

ENYA MARIE D. APOSTOL, Ph.D. SUC President III

Date:\_\_\_\_\_



Central Portal for Philippine Government Procurement Oppurtunities

## **Bid Notice Abstract**

## Request for Quotation (RFQ)

**Reference Number** 

11030706

**Procuring Entity** 

MINDORO STATE UNIVERSITY

Title

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City

Area of Delivery

Oriental Mindoro

Solicitation Number:	RFQ 2024-140	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:	Airconditioning and Airconditioning Systems		
Approved Budget for the Contract:	PHP 130,000.00	Document Request List	6
Delivery Period:	30 Day/s		
Client Agency:		Date Published	09/07/2024
Contact Person:	MARK LESTER A MAGPANTAY		
	Head, BAC Secretariat Alcate Victoria Oriental Mindoro	Last Updated / Time	09/07/2024 00:00 AM
	Philippines 5205 63-9-154612960	Closing Date / Time	16/07/2024 17:00 PM

### 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.

macmagpantay@minsu.edu.ph

- 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 units Split-Type Wall Mounted Inverter Type Air-Conditioning Unit 2

Specifications:

Cooling Capacity: 2.5 HP/21,960 kJ/h

Power input: 1,260 watts Inclusions: Free Installation

Created by

Annabelle Quinto Madrigal

8/6/24 1:32 PM

Date Created

0,8/07/2024

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### REQUEST FOR QUOTATION

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus

PR No.: 2024-114 RFQ No. 2024-140

ABC Amount: Php 130,000.00

Company Name:

Papercat Office Supplies and Equipment Trading

Address:

Guiho St., Sto. Niño, 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** 

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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.

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	unit	Split-Type Wall Mounted Inverter Type AirConditioning Unit	2	56,000.00	112,000.00
		Specifications:			
		Cooling Capacity: 2.5 HP/21,960 kJ/h			
		Power input: 1,260 watts			
		Inclusions: Free Installation			
		XV	xvxvxv	/xvxvxvx	
				TOTAL	112,000.00

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

Mary Frances Dominique DG. Castro
Supplier's Signature over Printed Name

497-143-353-000 TIN No. of Establishment 0908 874 3789

Contact Number
July 16, 2024

Date

### **General Conditions**

- 3. 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.
- 4. 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.

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### **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 of the basis of the following criteria:

- 4. Completeness of Submission
- 5. Compliance with Item & Description Requirements

#### Instructions

- 5. 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.
- 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.
- All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
- 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.

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### REQUEST FOR QUOTATION

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus

PR No.: 2024-114

2024-140

RFQ No.

ABC Amount: Php130,000.00

Company Name

DUPLICAT NON-SPECIALIZED WHOLESALE TRADING

STO. NINO CALAPAN CITY

Please quote your lowest price on the items / listed below, subject to the General Condition on the delivery and submit your quotation duly signed by your representative not later than

last page, stating the shortest time of in the address stated in the last page.

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

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.

Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 Mode of delivery: [ ] Pick-up (Schedule) [ ] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	units	Split-Type Wall Mounted Inverter Type AirConditioning Unit	2	57,000.00	114,000.00
		Specifications:			
		Cooling Capacity: 2.5 HP/21,960 kJ/h			
		Power input: 1,260 watts			
		Inclusions: Free Installation			
	XVXVXVX	CVXVXVXVXVXVXVXVXVXVXVXVXVXVXVXVXVXVXVX	VXVXVXVXVXVXVXV	XVXVXVX	
				TOTAL	114,000.00

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

STEPHEN/MAGBANUA

Supplier's Signature over Printed Name 262-488-795-000

TIN No. of Establishment

0927-4283705 Contact Number

07-16-2024

Date

### **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
  - Valid Mayor's/Business Permit C.
  - d. Omnibus Sworn Statement
  - e. BIR Certificate of Registration
  - f. Latest Income/Business Tax Return
  - g. TAX Clearance
  - h. DTI Registration/SEC Certificate
  - 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.

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### **Evaluation of Quotations**

Quotations shall be compared and evaluated of 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.
- 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.
- 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.



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### REQUEST FOR QUOTATION

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus

PR No.: 2024-114

RFQ No.

2024-140

ABC Amount: Php130,000.00

Company Name : <u>HiRAMS' Supply Wholesaling</u>
Address : <u>Citywalk</u> Sto. Hino, Calapan City

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, delivery and submit your quotation duly signed by your representative not later than

ing the shortest time of in the add ss stated in the last page.

NEMIESIO H. DAWALOS, Ph.D. BAC Chairperson

Note:

Ali entries must be typewritten.
 Delivery Period within \_\_\_calendar days.
 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

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	121, 686.00
(VX	
1.1	121,686.00
The state of the s	VX

Supplier's Signature over Printed Name 408 /194 - 796 - 000 TIN No. of Establishment 0919-096-7100 Contact Number

111 1 6 2024

Date

### 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:

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b. PhilGEPS Registration

- c. Valid Mayor's/Business Permit
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### Ocular Inspection

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### 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.

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•Main Campus, Alcate, Victoria •Bongabong Campus, Labasan, Bongabong •Calapan City Campus, Masipit, Calapan City



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### **Evaluation of Quotations**

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### **REQUEST FOR QUOTATION**

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus

PR No.: 2024-114

RFQ No. 2024-140

ABC	C Amount: Php130,000.00
Company Name : MKRJ MARKETING	1
Address: _SAN AGUSTIN 1, NAUJAN ORIENTAL MINDORO	A n / )
Please quote your lowest price on the items / listed below, subject to the General Condition or	n 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.	
Delivery Period withincalendar 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.

Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 Mode of delivery: [] Pick-up (Schedule) [] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	units	Split-Type Wall Mounted Inverter Type Air Conditioning Unit	2	62,500.00	125,000.00
		Specifications:			
		Cooling Capacity: 2.5 HP/21,960 kJ/h			
		Power input: 1,260 watts			
		Inclusions: Free Installation			
xv	XVXVXVXVX	xvxvxvxvxvxvxvxvxvxvxvxvxvxvxvxvxvxvxv	«vxvxvxvxv	xvxvx	
			TOTA	AL.	125,000.00 Php

After having carefully read and accepted your General Condition, I / We quote you on the item at pri	MARICEL K. RECTO  Supplier's Signature over Printed Name
	299-108-912-000_ TIN No. of Establishment 0936 9516747
	Contact Number
	07/1 <b>2</b> /2024 Date

### **General Conditions**

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  - e. BIR Certificate of Registration
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  - g. TAX Clearance
  - h. DTI Registration/SEC Certificate
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### Ocular Inspection

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### Award

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### **REQUEST FOR QUOTATION**

Supply and Delivery of Office Equipment for the University Clinic at MinSU Calapan City Campus

PR No.: 2024-114

RFQ No.

2024-140

Company Name

BULLISAN CALAPAN COM

delivery and submit your quotation duly signed by your representative not later than

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of

ABC Amount: Php130,000.00

AC Chairperson

in the address stated in the last page. EMESIO H. DAVALOS, Ph.D.

Note:

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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	units	Split-Type Wall Mounted Inverter Type Air- Conditioning Unit	2	64,800_	129,600.00
		Specifications:			
		Cooling Capacity: 2.5 HP/21,960 kJ/h			
		Power input: 1,260 watts			
		Inclusions: Free Installation			
XV	XVXVXVXVX	XV	/xvxvxvxvxv	xvx	110 (00 0)
			TOTAL	00.	129, 600,00

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

Supplier's Signature over Printed Name

100 - 221 - 678 - 0000 b

TIN No. of Establishment

TIN No. of Establishment

07.16.2024

### **General Conditions**

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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
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MSU-BAC-FR-05.01

•Main Campus, Alcate, Victoria •Bongabong Campus, Labasan, Bongabong •Calapan City Campus, Masipit, Calapan City

# Republic of the Philippines Department of Budget and Management

### PROCUREMENT SERVICE

# CERTIFICATE OF PHILGEPS REGISTRATION (Platinum Membership)

THIS IS TO CERTIFY THAT

### PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING

Guiho Street,

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

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on <u>02-Oct-2019</u> 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 PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING 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 02-Sep-2024

Issued this <u>02nd</u> day of <u>September 2023</u>. This is a system generated certificate. No signature is required.

Documentary Stamp Tax Paid Php 30.00 Certificate Reference No: 201910-18033-82785298 Amended Date as of June 12, 2024 04:02 pm



Page 1 of 3

# 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.



Certificate Reference No: 201910-18033-82785298 Amended Date as of June 12, 2024 04:02 pm

# List of Eligibility Documents

# PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING

Guiho Street,

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

	DTI Certificate Number : 1035025
	Issued By / Signatory : Alfredo E. Pascual
DTI Certificate	Registration Date: 28-Feb-2024
	Expiration Date: 20-Jun-2029
	Expiration Date: 31-Dec-2024
	Permit Number: 01900000465
<b>Mayors Permit</b>	Place of Issue : Calapan City
	Issued By / Signatory : Eduard L. Reyes Marilou F. Morillo
	Issuance Date: 08-Jan-2024
	Expiration Date: 14-May-2025
	TCC Number: RR9A0630514R08682024E
Tax Clearance	Issued By / Signatory : Rosalinda D. Cabidog
	Issuance date: 14-May-2024
	Date of Filing: 05-Apr-2023
	Current Asset: 7,619,525.37
Audited Financial Statement	Total Asset: 14,683,751.07
	Current Liabilities: 297,742.23
	Total Liabilities: 2,263,426.23
	Name of Auditor: Elvin P. Vargas
	BIR RDO Code: 063
	Expiration Date : -
	Issued By / Signatory:
PCAB License	Issuance Date : -
	License Number:
	License First Issue Date: -
	Principal Classification:
	Category:

Certificate Reference No: 201910-18033-82785298 Amended Date as of June 12, 2024 04:02 pm



# Republic of the Philippines CITY OF CALAPAN

# OFFICE OF THE CITY MAYOR

# **BUSINESS P**

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.

10,370.00

TAXPAYER'S NAME	BUSINES	S I.D.	MOL	DE OF PAYMENT	DATE	BILLED	KIND OF E		STATUS
CASTRO, MARY FRANCES DOMINIQUE	0190000	0465		Annually	1/8/20	024	Suppliers ar Wholesailin	nd Equipment Trading/ @	R
NAME OF BUSINESS				LOCATION OF	BUSINESS			BUSINESS PERMIT NO	JMBER
Papercat Office Supplies And	Equipm	ent Tra	ding	STO. NIN	0				
BUSINESS TAX MAYOR'S PERMIT MAYOR'S PERMIT MAYORS PERMIT FEE EDUC'L SPECIAL PROGR DRAINAGE MAINTENANCE GARBAGE FEE SANITARY FEE FIRE AND SAFETY INSP MEDICAL FEE ANNUAL INSPECTION FEE BUSINESS STICKER SITE INSPECTION FEE OCCUPATIONAL FEE TAX CLEARANCE AAP.&RENEWAL OF BUS.FEE		TAX BAS	The state of	6,450.00 2,650.00 1,000.00 100.00 100.00 200.00 200.00 200.00 200.00 300.00 50.00 440.00 30.00 50.00	SUR/INT 0.00	200.00 2,650.00 200.00 300.00 50.00 440.00 30.00 50.00	AND THE PARTY OF THE PARTY.	Payment for 1_4  Notes:  1. This Permit will  Dec. 31  2. This Mayor's P with the official receipt, s be displayed or posted in a conspicuous place w of business or undertakin  Check Check number Bank  Cash O.R. Number Date  Payment receive	ermit, together hall at all times for public view vithin the place g.  1222677
ENCODER	TOT#	ALS C		>	10	0,370.00			

ASSESSMENT REVIEWED BY:

RECOMMENDING APPROVAL:

EDUARD L. REYES Licensing Officer IV

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

OU F. MORILLOG.

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.



### **OMNIBUS SWORN STATEMENT**

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

### **AFFIDAVIT**

- I, *Mary Frances Dominique DG. Castro*, of legal age, Filipino, and residing at Brgy. Suqui, Calapan City Oriental Mindoro, after having been duly sworn in accordance with law, do hereby depose and state that:
  - 1. I am the sole proprietor or authorized representative of *Papercat Office Supplies and Equipment Trading* with office address at *Brgy. Sto. Niño, Calapan City, Oriental Mindoro*;
  - As the owner and sole proprietor of Papercat Office Supplies and Equipment Trading, I have the 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 <u>SUPPLY AND DELIVERY OF OFFICE</u>
    <u>EQUIPMENT FOR THE UNIVERSITY CLINIC AT MINSU CALAPAN CITY CAMPUS</u> with PR NO.:
    2024-114 and RFQ No.: 2024-140.
  - 3. Papercat Office Supplies and Equipment Trading is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, office, 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;
  - 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. Papercat Office Supplies and Equipment Trading is authorizing the Head of 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. Papercat Office Supplies and Equipment Trading complies with existing labour laws and standards; and

- 8. Papercat Office Supplies and Equipment Trading is aware of and has undertaken the following responsibilities as a Bidder:
  - a. Carefully examine all of the Bidding Documents;
  - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the contract;
  - c. Made an estimate of the facilities available and needed for the contract of the bid, if any, and
  - d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the <u>SUPPLY AND DELIVERY OF OFFICE EQUIPMENT FOR THE UNIVERSITY CLINIC AT MINSU CALAPAN CITY CAMPUS</u> with PR NO.: 2024-114 and RFQ No.: 2024-140;
- Papercat Office Supplies and Equipment Trading did not give or pay directly, any commission, amount fee or any form of consideration, pecuniary of otherwise to any person of 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 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

**IN WITNESS WHEREOF**, I have hereunto set my hand this <u>16th</u> day of <u>July</u>, 2024 at Calapan City, Oriental Mindoro, Philippines.

Mary Frances Dominique DG. Castro
Affiant / Authorized Signatory

**SUBSCRIBED AND SWORN** to before me, this <u>16th</u> day of <u>July</u>, 2024 at Calapan City, Oriental Mindoro, Philippines.

NAME OF NOTARY PUBLIC Serial No. of Commission

Notary Public for \_\_\_\_\_

Roll of Attorneys No.

PTR No.

IBP No.

). A

NOTARY PUBLIC NTIL DECEMBER 31, 2025

until

IBP OR No. 371143/12-21-2028/ Or. Mindoro PTR No. 1222493A/ 01-02-2024/Calapan City MCLE Compliance: Until 04-14-25

Page No. 44

Book No.

Series of

### **OMNIBUS SWORN STATEMENT**

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

### **AFFIDAVIT**

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  - 1. I am the sole proprietor or authorized representative of *Papercat Office Supplies and Equipment Trading* with office address at *Brgy. Sto. Niño, Calapan City, Oriental Mindoro*;
  - 2. As the owner and sole proprietor of *Papercat Office Supplies and Equipment Trading*, I have the 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 <u>SUPPLY AND DELIVERY OF OFFICE EQUIPMENT FOR THE UNIVERSITY CLINIC AT MINSU CALAPAN CITY CAMPUS</u> with PR NO.: 2024-114 and RFQ No.: 2024-140.
  - 3. Papercat Office Supplies and Equipment Trading is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, office, 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;
  - 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. Papercat Office Supplies and Equipment Trading is authorizing the Head of 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. Papercat Office Supplies and Equipment Trading complies with existing labour laws and standards; and

- 8. Papercat Office Supplies and Equipment Trading is aware of and has undertaken the following responsibilities as a Bidder:
  - a. Carefully examine all of the Bidding Documents;
  - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the contract;
  - c. Made an estimate of the facilities available and needed for the contract of the bid, if any, and
  - d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the SUPPLY AND DELIVERY OF OFFICE EQUIPMENT FOR THE UNIVERSITY CLINIC AT MINSU CALAPAN CITY CAMPUS with PR NO.: 2024-114 and RFQ No.: 2024-140;
- 9. Papercat Office Supplies and Equipment Trading did not give or pay directly, any commission, amount fee or any form of consideration, pecuniary of otherwise to any person of 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 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this 16th day of July, 2024 at Calapan City, Oriental Mindoro, Philippines.

Mary Frances Dominique DG. Castro
Affiant / Authorized Signatory

SUBSCRIBED AND SWORN to before me, this 16th day of July, 2024 at Calapan City, Oriental Mindoro, Philippines.

NAME OF NOTARY PUBLIC

Serial No. of Commission Notary Public for

Roll of Attorneys No. PTR No.

IBP No.

Ø. MAULION NOTARY EMBER 31, 2025

IBP OR

1023/ Or. Mindoro PTR No. 2b24/ Calapan City MC Until 04-14-25

Doc. No. Page No.

Book No.

Series of

2303 REVISED: APRIL 2019

### 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: 063RC20230000003862 Date OCN Generated: September 27, 2023

UPDATED ON SEP 2 7 2023

# CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 497-143-353-00000	NAME OF TAXPAYER  CASTRO, MARY FRANCES DOMINIQUE  DE GUZMAN	TIN ISSUANCE DATE February 21, 2017
REGISTERING OFFICE	X Head Office Branch	PER SUSTAIN AREAST STATE OF SUSTAIN OF METCHAL STATES OF SUSTAIN SUSTAIN STATES OF SUSTAIN SUSTAIN STATES OF SUSTAIN S
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2303
REVISED: APRIL 2019

## 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: 063RC20230000003862 Date OCN Generated: September 27, 2023

UPDATED ON SEP 2 7 2023

# CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE		TIN ISSUANCE DATE
497-143-353-00000	CASTRO, MARY FRANCES DOMINIQUE DE GUZMAN	February 21, 2017
REGISTERING OFFICE	X Head Office Branch	ELE DITTALLES ACCORDA TOURNES EL MAN LES ACTORDAS PROPERTIES. POLI DEPENDA CE ACCORDA DIVERNES EL MAN DE ACTORDA DE POLITICA. NUE EL TERME DE ACCORDA DIVERNES EL MAN DE ACTORDA DE POLITICA.
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BIR FORM: 2303 REVISED: APRIL 2019

### 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: 063RC20230000003862 Date OCN Generated: September 27, 2023 UPDATED ON SEP Z 7 2023

# CERTIFICATE OF REGISTRATION

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- MINDERS

  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
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REPUBLIKA NG PILIPINAS KAGAWARAN NG PANANALAPI KAWANIHAN NG RENTAS INTERNAS

REVISED: APRIL 2019

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

OCN: 063RC20230000003862

Date OCN Generated: September 27, 2023

## CERTIFICATE OF REGISTRATION

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497-143-353-00000	CASTRO, MARY FRANCES DOMINIQUE February 21, 2017
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REGISTERED ADDRESS	REVINDS FORTAL DE ATTENDA REVINDE MIREAU DE ATERNAL REVINDE MONTAN DE REVINDE MUSICAL DE ATTENDA PER LA PERSONAL DE ATTENDA PER LA PERSONAL PER LA PERSONAL PER LA PERSONAL PER LA PERSONAL PERSONAL PER LA PERSONAL PERSONAL PER LA PERSONAL

- 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.
- 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.

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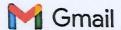
I hereby certify that the above named person is registered as indicated above, under the provision of the National Internal Revenue Code, as amended

EGINA P. REFORMA EMELITA R. ABO

OIC-Asst. Revenue District Officer

REVENUE DISTRICT OFFICER (Signature over Printed Name)

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



### Fw: Tax Return Receipt Confirmation

jayeal Lopez <jayeal17@yahoo.com>
To: "axie.gg94@gmail.com" <axie.gg94@gmail.com>

Mon, Jun 10, 2024 at 11:43 AM

--- Forwarded Message ----

From: "ebirforms-noreply@bir.gov.ph" <ebirforms-noreply@bir.gov.ph>

To: "jayeal17@yahoo.com" <jayeal17@yahoo.com> Sent: Friday, April 12, 2024 at 05:13:07 PM GMT+8

Subject: Tax Return Receipt Confirmation

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

File name: 497143353000-1701v2018-122023.xml

Date received by BIR: 12 April 2024 Time received by BIR: 04:54 PM

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** 

Republic of the Philippines
Department of Finance
Bureau of Internal Revenue For BIR BCS/ Use Only Item: BIR Form No. Annual Income Tax Return 1701 Individuals (including MIXED Income Earner), Estates and Trusts nier all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable borses with an "X". Two copies MUST be filed with the BIR and one held by the Tax Filer. January 2018 (ENCS) 1 Month 12 For the Year (YYYY) 2023 2 Amended Return? O Yes (a) No 3 Short Period Return? O Yes @ No PART I - BACKGROUND INFORMATION OF TAXPAYER/FILER ☐ Compensation Earner 7 Alphanurrenic Tax Code (ATC) © 8012 Business Income Graduated IT Rates 0 8011 Emperature of Tax Code (ATC) 0 8012 Business Income Graduated IT Rates 0 8011 Compensation Income 0 8018 Business Income 9% IT Rate 0 8010 Income 6 80 Profession-9% IT Rate rer's Name (Last Name, First Name, Middle Name)/ESTATE OF (First Name, Middle Name, Last Name)/TRUST FAO: (First Name, Middle Name, Last Name) CASTRO MARY FRANCES DOMINIQUE DO plote address. If the registered address is different from the current address, got to the ROO to update registered address by using SIR Form Ho. 1905) CALAPAN CITY ORIENTAL MINDORO \$200 10 Date of Birth (MM/DD/YYYY) 11 Email Address D2257004 eyeal 17@yahoo com 12 Chizenship 13 Cleiming Foreign Tax Credits? 14 Foreign Tax Number, if applicable FILIPINO O Yes @ No 16 Civil Status (if applicable) 15 Contact Number (Landline/Cellphone No.) © Single O Married O Legally Separated O Widowier

17 If married, spouse has income? O Yes O No 18 Filling Status O Joint Filling O Separate Filling

19 Income EXEMPT from Income Tax? O Yes O No [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)] Graduated Rates
21 Tex Rate\* (Choose Method of Deduction in Item 21A) 21A Method of Deduction (choose one) [Sec. 34(A-J), NIRC]
 [Sec. 34(A-J), NIRC]
 [Sec. 34(A-J), NIRC] (choose one) O 8% in lieu of Graduated Rates under Sec. 24(A) & Percentage Tax under Sec. 116 of NIRC able if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M)] PART II - TOTAL TAX PAYABLE (Do NOT Enter Cardavos; 49 Contervos or Loss drop down; 50 or more round up) B. Spouse Particular A. Taxpayer/Filer 0.00 123,686.00 22 Tax Due (From Part VI Item 5) 0.00 165,762,00 23 Less: Total Tax Credits/Payments (From Part VII Item 10) -42,076.00 24 Tax Payable/(Overpayment) (Item 22 Less Item 23)
25 Less: Portion of Tax Payable Allowed for 2nd Installment
October 15 (50% or less of Item 22) 0.00 ed for 2nd Installment to be paid on or before 0.00 0.00 -42,076.00 0.00 26 Amount of Tax payable/(Overpayment) (Item 24 Less Item 25) 0.00 0.00 Add: Penalties 27 Interest 000 28 Surcharge 0.00 0.00 29 Compromise 0.00 0.00 30 Total Penalties (Sum of Items 27 to 29) -42,076.00 31 Total Amount Psyable/(Overpayment) (Sum of Items 26 and 30) -42,076.00 32 Aggregate Amount Payable/(Overpayment) (Sum of Items 26 and 30) If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable) O 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 bettef, 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) 33 Number of Attachments 00 Printed Name and Signature of Taxpayer/Authorized Representative PART III - DETAILS OF PAYMENT Date (MAVDD/YYYY) Number 34 Cash/Bank Debit Memo 36 Tax Debit Memo 37 Others (specify below)

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

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

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

1701

# Annual Income Tax Return

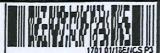


January 2018 (ENCS) Individuals (Including MIXED Income Ear Page 2	mer), Estates and Trusts
TIN [appayerFile*a L. 497 [143   553   500   CASTRÓ MARY FR	ast Name UANCES DOMINACUE DO
PART IV - Background	Information of Spouse
	- 2 RDO Code 1
the control of the section of the se	The second of th
3 Filer's Spouse Type   Single Proprietor	☐ Professional ☐ Correpensation Earner
4 Alphanumeric Tax Code (ATC) O 1012 Business Income Graduated IT Rates O 10	1014 Income them Profession-Graduated IT Raise 0 8013 Mitted Income-Graduated IT Raise
O R011 Compensation Income O R016 Rusiness Income 8% IT Rate O R	1017 Income tom Protocolon 8% IT Rate O 8016 Mared Income-6% IT Rate
5 Spouse's Name (Last Name, First Name, Middle Name)	
6 Contact Number	7 Citizenship
Approximately the state of the	olgn tex number (If applicable)
and the second s	The Annual Contraction of the Contract of
	11 income subject to SPECIAL/PREFERENTIAL RATE?  O Yes O F  (If yes, fill out sise consolidation of ALL activities per Tax Regime (Part XI)
[If yee, fill out also consolidation of ALL activities per Tax Regime (Part X)]	fit Ass' im out size compoundsout of white scanges has tax washing (Last VII)
○ Graduated Rates	Deduction (choose one)
12 Tay Rate* (Choose Method of Deduction in Item 12A)	Ized Deduction     Optional Standard Deduction (OSD)       Image: Application of Control of Con
(Choose one)	
8% in lieu of Graduated Rates under Sec. 24(A) & Percentage Tax [available if gross sales/receipts and other non-operating income do not	
PART V - Comp	
Schedule 1 - Gross Compensation Income and tax Withheld (Attach Additional Sheet)	
On Items 1 and 2, enter the required information for each of your employer/s and mark (X)	wether the information is for the Taxpayer or the Spouse. On item 3A, enter the
Total Gross Compensation and Total lax Withheld for the Taxpeyer and on Item 3B, for the	8 Spouse. (DO NOT enter Centerves; 49 Centerves or less drop down; 60 or more reund up)
a.Name of I	Employer
4 O Texpayer	
O Spouse	b. Employer's TIN
O Taxpayer	
2 O Spousse	b. Employer's TIN
(Continuation of Table Above)	c. Compensation Income d. Tax Withheld
4	0.00
,	0.00
Gross Compensation Income and Total Tax Withheld for	0.00
3A TAXPAYER (To Part V Schedule 2 liem 4A and Part VII liem 5A)	
Gross Compensation Income and Total Tax Withheld for SPOUSE (To Part V Schedule 2 Item 4B and Part VII Item 5B)	000
Schedule 2 - Taxable Compensation Income	(DC NOT enter Centervos; 49 Centervos or less drop down; 80 or m
round up)	
Particulars	A. TexpayeriFiler B. Spouse
4 Gross Compensation Income (From Part V Schedule 1 Item 3Ac/3Bc)	000 0.00
5 Less: Non-Taxable / Exempt Compensation	
6 Taxable Compensation Income (Item 4 Less Item 5)	000 000
7 Tax Due-Compensation Income (Item 6 x applicable Income Tax Rate)	
Schedule 3 - Taxable Business Income (if graduated rates, fill in items 8 to 24; if 8%	flet income tex rate, fill in items 25 to 30)
3.A - For Graduated Income Tax Rates	2,928,311,50 0.00
8 Sales/revenues/receipts/Fees	2,043,568.39 0.00
9 Less; Sales Returns, Allowances and Discounts	864,743.00 0.00
10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9)	0.00
11 Less: Cost of Seles/Services (applicable only if availing itemized Deductions)	684,743.00 0.00
12 Gross Income/(Loss) from Operation (Item 10 less Item 11)	
Less: Deductions Allowable under Existing Laws	000 000
13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Item 18)  Special Allowable Itemized Deductions (From Part V Schedule 5 Item 3 and/or Item	
146)	0.00
Allowable for Net Operating Loss Carry Over (NOLCO) (From Part V Schedule 6   15   Item 8 and/or Item 13)	0.00
16 Total Allowable Itemized Deductions (Sum of Items 13 to 15)	000
Application of the second seco	
OR	000 000
17 Optional Standard Deduction (OSD) (40% of Item 10)  Net Income/(Lose) ( <u>If Item/zed_Item 12 Less Item 16</u> ; <u>If OSD</u> ; Item 10 Less Item 17)	
18 17)	864,743.00 0.00
Add: Other Non-Operating Income (specify below)	The state of the s
19	000
20	0.00
21 Amount Received/Share in Income by a Partner from General Professional Partnership (GPP)	000
22 Total Other Non-Operating Income (Sum of Items 19 to 21)	000 000
23 Taxable Income-Business (Sum of Items 18 and 22)	884,743.00 0.00
OA Tabel Tavable lawner Composession & Duriness (Cum of Home & and 22)	864,743.00
25 Total Tax Due-Compensation and Business (comits want and 25) 25 Total Tax Due-Compensation and Business income (under gradualed rales) (Item 24 x applicable income tax rate) (To Part VI Item 1)	123,686 00 0.00
25 (Item 24 x applicable income tax rate) (To Part VI (tem 1)	123,000 00   0.00

BIR Form No. 1701

# Annual Income Tax Return





Page 3	maialanais (meina	IIIA WIYED IIICOMA FSI	mer), Estates and Trust	a mili maningli	1701 01/18ENCS P3
TIN		lamayer/filers L	ast Name		
407 [143 [553 ]	aco		UNCES DOMINIQUE DO		
3.8 - For 8% Flat Income	Tax Rate		(DO NOT owner C	antaros; 49 Cantaros or loss de	
	Particulars		A. Tanpayer/Filer		B. Spouse
26 Sales/Revenues/Recei	ptn/Fees (net of sales returns,	allowances and discounts)	1 000		000
Add: Other Non-Operating			100000	and the state of the state of	the one of the second second
27			000		0.00
28 Total Income (Sum of I	Inme 26 and 271		1 000		
		nd other non operating income	1 000		0.00
29 of purely self-employed	Individuals and/or professions	is in the amount of P250,000	0.00		000
(not applicable if with co					
30 Taxable Income/(Loss)			600	•	666
31 Tax Due-Business inc	come (from 30 x 8% Flat Incom	ne Tax Rate)	000		0.00
32 Total Tax Due-Compe	mestion & Business Income	(under fiel rate)(Sum of Items	000		000
32 7 and 31) (To Post \110	<u>(n. 1)</u>		1 000	1	•••
Schedule 4 - Ordinary Allo	wable itemized Deductions	attach additional sheet/s, if neo	ossery)		
1 Amortizations			000		666
2 Red Debts			0.00		000
3 Charitable and Other C	oninbutions		0.00		000
4 Depletion			000	_	000
5 Depreciation			900		000
	and and Dometter				
6 Entertainment, Amusen	ners and recreation		0.00		600
7 Fringe Benefits			000	I	000
8 Interest			000		0.00
9 Losses			0.00		000
10 Pension Trusts			0.00		600
11 Rental			0.00		000
12 Research and Develops	ment		0.00		600
13 Salaries, Wages and Al	lowences		0.00	<del>-</del>	000
14 SSS, GSIS, Philhealth,	HDMF and Other Contribution		000	<del>-</del>	0.00
15 Taxes and Licenses			000	<u> </u>	0.00
16 Transportation and Tran	_			-	0.00
			000		
		her Expenses) (specify below, A	dd additional sheet(s), if necesar	rl	
a Janitorial and Messe	engerial Services		0.00		000
b Professional Fees			0.00		0.00
C Security Services			000		0.00
d l			000		0.00
	ble Itemized Deductions (Sum	of Items 1 to 17d) (To part V	000		0.00
Schedule 3 Allem 13				<u> </u>	
		tach additional sheet/s, if neces			
5.A - Taxpayer/Filer	Description	<u> </u>	Legal Basis	l A	nount
1					0.00
2				-	0.00
3 Total Special Allowable It	emized Deductions-Taxpayers	Filer (Sum of Items 1 and 2) (To	part V Schedule 3 A Item 14A)		0.00
5.B - Spouse				1 1	
4					0.00
5					0.00
	emized Deductions-Spouse /S	Sum of Items 4 and 5) (To part V	Schedule 3 Allem 14R)		000
	of Net Operating Loss carry		the contract of the contract of	<del></del>	
6.A - Computation of NOL		over (moreo)			
	Description		A. TaxpayenFilor		1. Spouse
1 Gross income			0.00		000
2 Less: Ordinary Allowable I	Iterrized Deductions		0.00		0.00
Net Operating Loss (Item	1 Less Ilem 2) (To Schedule 6	A 1 Ilem 7A and/or			0.00
Schedule 6 A 2 Item 12A)			0.00	1	0.00
6.A.1 - Taxpayer/Filer's De	stalled Computation of Avail	able NOLCO			
Net Opera	sting Loss	B. NOLCO Applicad	0.110/ 00 5 - 1-4	D. NOLCO Applicad	E. Net Operating Loss
Year Incurred	A Amount	Previous Year/s	C. NOLCO Expired	Current Year	(Unapplied) [(E)=A-(8+C+D)]
4	-		600	0.00	0.00
4	000	0 00	0.00	1 0.00	
5	000	0 00	000	000	000
6	000	0.00	0.00	0.00	000
					•
7	0.00	0 00	0.00	0.00	0.00
8 Total NOLCO - taxpaver/	Filer (Sum of Items 4D to 7D)	To Part V Schedule 3 A Item 1	5A)	0.00	

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BIR Form No. 1701 Annual Income Tax Return January 2018 (ENCS) Individuals (including MIXED income Earner), Estates and Trusts Page 4 Taxpayor/Filer's Last Name CASTRO MARY FRANCES DOMINIQUE DO 143 353 500 uetion of Schedule 8) 6.A.2 - Spouse's Detailed Computation of Available NOLCO Net Operating Loss E. Het Operating Loss B. NOLCO Applied Previous Year/s D. NOLCO Applicad
Current Year C. NOLCO Expired Year Incurred (Unapplied) ((E)=A-(8+C+D)) A. Amount 09 000 0 00 000 000 0 00 000 10 000 000 000 000 0.00 000 11 [ 000 000 000 Г 0 00 12 000 000 000 Г 0.00 13 Total NOLCO - Spouse (Sum of Rems 9D to 12D) (To Part V Schedule 3 A Hern 15B) PART VI - Summary of Income Tax Due 000 1 Regular Rate-Income Tax Due (From Part V, Either Item 25 or Item 32) 123,685 00 2 Special Rate-Income Tax Due (From Part X Item 178/17F) 000 000 3 Less: Share of Other Government Agency, if remitted directly to the Agency 000 4 Net Special Rate-Income Tax Due/Share of National Govl. (Item 2 Less Item 3) 000 000 123 685 00 000 5 Total Income Tax Due (Sum of Items 1 & 4) (To Part II Item 22) PART VII - Tax Credits/Payments (attach proof) 1 Prior Yeer's Excess Credits 0.00 0.00 2 Tax Payments for the First Three (3) Quarters 3 Creditable Tax Withheld for the First Three (3) Quarters 000 4 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter 0.00 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 5 000 000 3Ad/3Bd) Tax Paid in Return Previously Filed, if this is an Amended Return 0.00 0.00 0.00 000 Foreign Tax Credits, if applicable 0.00 000 8 Special Tax Credits, if applicable (To Part VIII Item 6) 0.00 9 Other Tex Credits/Payments (specify) 000 000 165,762.00 10 Total Tax Credits/Payments (Sum of Items 1 to 9) (To Part II Item 23) PART VIII - Tax Relief Availment VIILA - Special Rate Regular Income Tax Otherwise Due (Part X Item 168 and/or Item 16F X applicable 0.00 0.00 1 regular income tax rate)

Tax Refer on Special Allowable Itemized Deductions (Part X Item78 and for Item 75

X applicable regular income tax rate) 000 000 0.00 3 Sub-Total - Tax Relief (Sum of Items 1 and 2) 000 0.00 0.00 4 Less: Income Tax Due (From Part X Item 178 and/or Item 17F) 0.00 000 5 Tax Relief Availment Before Special Tax Credit (Item 3 Less Item 4) 000 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) VIII.B - Exempt Regular Income Tax Otherwise Due (Part X Item 16A and/or Item 16E X applicable 0.00 0.00 Г

PART IX - Reconciliation of Net Income per Books Against Tazable Income (Attach additional sheet/s, if necessary) A. Taxpayer/Filer B. Spou 0.00 884 743 M 1 Net Income/(Loss) per Books Add: Non-Deductible Expenses/Taxable Other Income 0.00 2 [ 0.00 0.00 0.00 4 [ 0.00 5 Total (Sum of Items 1 to 4) 0.00 884,743.00 Less: A) Non-Taxable Income and Income Subjected to Final Tax 0.00 0.00 6 F 000 0.00 B) Special/Other Allowable Deductions 0.00 0.00 0.00 0.00 9 [ 10 Total (Sum of Hems 6 to 9) 0.00 0.00 884,743 00 0.00 11 Not Taxable income!(Lose) (Item 5 Less Item 10)

0.00

n m

000

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Г

Tax Relief on Special Allowable Itemized Deductions (Part X Item7A and/or Item 7E)

X applicable regular income tax rate)

10 Total Tax Relief Availment-EXEMPT (Sum of Items 8 and 9)

Annex "M"



# 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

TCBP NO. RR9A-063-05-14-R0868-2024-E

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

# CASTRO, MARY FRANCES DOMINIQUE DE GUZMAN

(PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING)
Name of Taxpayer

SANTO NIÑO, CITY OF CALAPAN (CAPITAL), ORIENTAL MINDORO
Address

497-143-353-00000

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 14th day of May, 2024.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL MAY 14, 2025 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 APRIL 25, 2024 UNDER PAYMENT TRANSACTION NO. Zo20240425134830968005. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.

NOT VALID WITHOUT BIR DRY SEAL

ROSALINDA D. CABIDOG
Chief, Collection Division

DOCUMENTARY STAMP TAX DATE OF PAYMENT: C4/16/2024 PAYMENT CONFIGNATION: 7-2024045154215741363 AMOUNT: F30.00

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

# PAPERCAT OFFICE SUPPLIES AND EQUIPMENT TRADING

(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

# MARY FRANCES DOMINIQUE DE GUZMAN CASTRO

is valid from 20 June 2024 to 20 June 2029 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 28 February 2024 in the Philippines.

ALFREDO E. PASCUAL

Secretary

Business Name No. 1035025

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



TWCO145715983637

Standard Form Number: SF-GOOD-01 Revised on: May 24, 2004

Stations: Mindoro State University

APPROVED BUDGET FOR THE CONTRACT (ABC)
Supply and Delivery of Office Equipment for the University Clinic at MinSu Calapan City Campus
Masipit, Calapan City, Oriental Mindoro
Project Name and Location

Contract Duration:	OTHER COST FACTORS	CLIBBENT MARKET VAT OTHER TAXES AND/OR FREIGHT & INFLATION, CURRENCY	TOTAL COST DUTIES APPLICABLE INSURANCE	INFLATION, CURREINCY	% VALUE	(11) (12) (13)	(10%[(5)+(10)] (1		65,000.00 130,000.00						130,000.00	Recommending Approval Approved	1,00		Engr. MARKEESTERA, MAGPANTAY NEMESIO H. DAWALOS, Ph.D. CHRISTIAN ANTHONY C. MGUTAYA, Ph.D.
			TITY UNIT				(4)		units							Submitted by			Engr. MARK
			QUANTITY				(3)		7					NVX		Submi			
			DESCRIPTION				(3)	Split-Type Wall Mounted Inverter Type Air-	Conditioning Unit	Specifications:	Cooling Capacity: 2.5 HP/21,960 kJ/h	Power input: 1,260 watts	Inclusions: Free Installation	ΧΛ	GRAND TOTAL	/ / Akq			RENJELITO C. RICO
Length:			ITEM NO.				(1)		1						(	Prepared by	7	<	REN ELITO C. RICO



### Republic of the Philippines MINDORO STATE UNIVERSITY Main Campus

Alcate, Victoria, Oriental Mindoro



### **PURCHASE REQUEST**



Office/Section		PR No.: 2024 - 114		Date:	
J11100/00001011		Responsibility Center Code :		May 22	, 2024
Stock/ Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
	units	SPLIT-TYPE WALL MOUNTED INVERTER TYPE AIR-CONDITIONING UNIT	2	65,000.00	130,000.0
	1	Specifications:			
	To g	Cooling Capacity: 2.5 HP/21,960 kJ/h			
		Power Input: 1,260 watts			
		Inclusions: Free Installation			
	1				
	1				
					STF - 1071
					164 -200
					05-790
					10 6059900
		Control of the second s			
		GRAND TOTAL			130,000.
urpose: Equi		for Heat Ventilation Aircondition of University		at MINSU Calapan Cit	,
ignature :		Recommending Approval:		Available:	Approved by:

Printed Name:

Designation:

MERVIN L. ICALLA

Director for Auxiliary and General Services

JOELENE C. LEYNES

Vice President for Admin and Finance

ROVELYN P. ROXAS SAO - Finance Division (Acting Budget Officer III)

CHRISTIAN ANTHONY C.

AGUTAYA Ph.D. OIC - University President

Page 1 of 1

MACHERMIE R. LANGICHO Acting Budget Officer MinSCAT - Calapan

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