



**SUPPLY AND DELIVERY OF FURNITURE & FIXTURES, SEMI-EXPENDABLE OFFICE EQUIPMENT, AND  
OTHER SUPPLIES & MATERIALS EXPENSES OF MINSU MAIN CAMPUS**

Name of Project

**BAC Resolution Recommending Approval  
Resolution No. 164, 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 Furniture & Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of MinSU Main Campus**” with an Approved Budget for the Contract (ABC) amounting to **One Hundred Thirty-Four Thousand Six Hundred Eighty Pesos and 80/100 (Php134,680.80)** composed of 3 lots namely;

Particulars	Approved Budget for the Contract (ABC)
Lot 1 – Furniture and Fixtures	Php86,591.55
Lot 2 – Semi Expendable Office Equipment	Php37,369.25
Lot 3 – Other Supplies and Materials Expenses	Php10,720.00

**WHEREAS**, in response to the said advertisement, five (5) suppliers were found in the document request list however, three (3) suppliers in the name of **SARY STATIONERY TRADING, ESEC OFFICE SUPPLIES & EQUIPMENT TRADING** and **HIRAMS’ SUPPLY WHOLESALING** submitted price quotation before the deadline;

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

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Price Quotation
1	Php86,591.55	ESEC Office Supplies & Equipment Trading	Php45,000.00
		Sary Stationery Trading	Php66,000.00
		HIRAMS’ Supply Wholesaling	Php79,892.00
2	Php37,369.25	HIRAMS’ Supply Wholesaling	Php36,010.00
		Sary Stationery Trading	Php45,000.00
		ESEC Office Supplies & Equipment Trading	Php60,000.00
3	Php10,720.00	Sary Stationery Trading	Php8,300.00
		HIRAMS’ Supply Wholesaling	Php9,668.00
		ESEC Office Supplies & Equipment Trading	Php19,650.00

**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 shall be awarded to the supplier in the name of **ESEC OFFICE SUPPLIES & EQUIPMENT TRADING** for Lot 1, **HIRAMS’ SUPPLY WHOLESALING** for Lot 2 and **SARY STATIONERY TRADING** for Lot 3 with 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 Furniture & Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of MinSU Main Campus**” to **ESEC Office Supplies & Equipment Trading** amounting to **Forty-Five Thousand Pesos (Php45,000.00)** for Lot 1 with official address at Sto. Niño, Calapan City, Oriental Mindoro, **HIRAMS’ Supply Wholesaling** amounting to **Thirty-Six Thousand Ten Pesos (Php36,010.00)** for Lot 2 with official address at Citywalk Sto. Niño, Calapan City, Oriental





Mindoro, and **Sary Stationary Trading** amounting to **Eight Thousand Three Hundred Pesos (Php8,300.00)** for **Lot 3** with official address at 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 22<sup>th</sup> 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.**  
BAC Member

  
**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved

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

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





### REQUEST FOR QUOTATION

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

PR No.: PR24-0283  
RFQ No. 2024-153  
ABC Amount: Php134,680.80

Company Name : Sary Stationery Trading  
Address : Sto. Niño, Calapan City, Or. Mindoro

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

NEMESIO H. DAVALOS, Ph.D.  
BAC Chairperson

- Note:
1. All entries must be typewritten.
  2. Delivery Period within 30 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-EPIS 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) [X] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
<b>Lot 1 - Furniture and Fixtures</b>					
1	Pc	<b>Conference Table</b>	1	38,000.00	38,000.00
		Materials MFC board   Wood			
		Accessories adjustable glider			
		Dimension W280cm x D120cm x H75cm			
2	Set	<b>Sofa</b>	1	28,000.00	28,000.00
		Width: 196cm Depth: 196cm Height: 88cm			
		Frame: Plywood & Gemelina wood			
		Fixed set & back cushion: Polyurethane foam			
		Fabric: 100% Polyester   Leg: Plastic Leg			
<b>Lot 2 - Semi Expendable Office Equipment</b>					
1	Pc	<b>Split-type Aircon</b>	1	45,000.00	45,000.00
		Capacity: 4750-12660kJ/hW			
		Net Dimension (Indoor):			
		(W)820mm*(H)299mm*(D)215mm   Net Weight			
		Outdoor Unit (Compressor type). BLDC			
		Power input: 870 W   Eco Mode   Fan Mode			
		Digital Inverter Boost   Auto Clean   Fast Cool			
<b>Lot 3 - Other Supplies and Materials Expenses</b>					
1	Pcs	Blinds (7 feet by 5 feet)	2	2,000.00	4,000.00
2	Pcs	Curtain 7 feet	5	600.00	3,000.00
3	Set	Curtain rod (7 feet)	2	300.00	600.00
4	Pcs	Dust pan	1	200.00	200.00
5	Pcs	Trash bin (Small)	2	250.00	500.00
XX					
TOTAL					119,300.00

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

Raynaldo G. Cueto  
Supplier's Signature over Printed Name  
273 909 915  
TIN No. of Establishment  
0968 627 6899  
Contact Number

MSU-BAC-FR-05.01





# Mindoro State University

Victoria, Oriental Mindoro 5205 Philippines

Email: [universitypresident@minsu.edu.ph](mailto:universitypresident@minsu.edu.ph)  
Website: [www.minsu.edu.ph](http://www.minsu.edu.ph)  
Mobile: +63 977 846 72 28



8/5/2024  
Date

## General Conditions

- 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.
- Supplier shall submit the following requirements:
  - Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
  - PhilGEPS Registration
  - Valid Mayor's/Business Permit
  - Omnibus Sworn Statement
  - BIR Certificate of Registration
  - Latest Income/Business Tax Return
  - TAX Clearance
  - 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.

## Evaluation of Quotations

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

- Completeness of Submission
- Compliance with Item & Description Requirements
- Price

## Instructions

- 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.

MSU-BAC-FR-05.01



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

THIS IS TO CERTIFY THAT

**SARY STATIONERY TRADING**

141 MAHOGANY ST., STO. NINO ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 22-Feb-2021 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 **SARY STATIONERY 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 03-Jun-2025

Issued this 03rd day of June 2024.

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



A handwritten signature in black ink, likely of an official, located to the right of the QR code.



## 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

## SARY STATIONERY TRADING

141 MAHOGANY ST., STO. NINO ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

<b>DTI Certificate</b>	DTI Certificate Number : 1689405 Issued By / Signatory : RAMON M LOPEZ Registration Date : 07-May-2020 Expiration Date : 07-May-2025
<b>Mayors Permit</b>	Expiration Date : 31-Dec-2024 Permit Number : 02000000312 Place of Issue : CALAPAN CITY Issued By / Signatory : CITY MAYOR MARILOU MORILLO Issuance Date : 02-Jan-2024
<b>Tax Clearance</b>	Expiration Date : 19-Apr-2025 TCC Number : RR9A-063-04-19-R0712-2024-E Issued By / Signatory : AMIHAN L. VALDEZ Issuance date : 19-Apr-2024
<b>Audited Financial Statement</b>	Date of Filing : 22-Apr-2024 Current Asset : 2,884,965.75 Total Asset : 5,508,299.08 Current Liabilities : 14,461.11 Total Liabilities : 3,189,263.81 Name of Auditor : ELVIN P. VARGAS BIR RDO Code : RDO 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**  
TO TRAVEL AT NAIPALACALAN, PHILIPPINES

# BUSINESS PERMIT

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 6,900.00**

TAXPAYER'S NAME	BUSINESS I.D.	MODE OF PAYMENT	DATE BILLED	KIND OF BUSINESS	STATUS
CUETO REYNALDO G.	02000000312	Annually	1/2/2024	SCHOOL & OFFICE SUPPLIES, WHOLESALE/RETAIL	R
NAME OF BUSINESS		LOCATION OF BUSINESS			BUSINESS PERMIT NUMBER
SARY STATIONERY TRADING		STO. NINO			
KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
BUSINESS TAX		4,300.00	0.00	4,300.00	
MAYOR'S PERMIT		1,650.00		1,650.00	
MAYORS PERMIT FEE		500.00			
DRAINAGE MAINTENANCE		50.00			
EDUC'L SPECIAL PROGR		50.00			
FIRE AND SAFETY INSP		200.00			
SANITARY FEE		250.00			
GARBAGE FEE		600.00			
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		6,900.00	

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 1222491  
Date 1/2/2024

Payment received by:

ASSESSMENT REVIEWED BY:	RECOMMENDING APPROVAL:	APPROVED BY:
 <b>ELENITA A. RAMIREZ</b> Supervising Administrative Officer In-charge of the Permits and License Section Office of the City Mayor		 <b>MARILLOU F. MORILLO</b> 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.





BIR FORM  
**2303**

REVISED: APRIL 2019

REPUBLICA NG PILIPINAS  
KAGAWARAN NG PANAYALAPI  
KAWANIHAN NG RENTAS INTERNAS  
REVENUE REGION NO. 09A - CABAMIRON WHITE-BATANGAS-MINDORO-ROMBLON)  
REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC2024000002685

Date OCN Generated: April 15, 2024

UPDATED ON APR 15 2024

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 273-909-915-00000	<b>NAME OF TAXPAYER</b> CUETO, REYNALDO GERON	<b>TIN ISSUANCE DATE</b> April 24, 2009
<b>REGISTERING OFFICE</b>	X Head Office	Branch
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
INDIVIDUAL INCOME TAX	1701	May 22, 2020	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
INDIVIDUAL INCOME TAX	1701Q	May 22, 2020	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
VALUE ADDED TAX	2550M	July 15, 2021	MONTHLY	Not later than the 20th day following the close of the month.
VALUE ADDED TAX	2550Q	July 15, 2021	QUARTERLY	Not later than the 25th day following the close of each taxable quarter.
WITHHOLDING TAX - EXPANDED/OTHERS	0619E	July 15, 2021	MONTHLY	On or before the 10th day of the month following the month in which withholding was made.
WITHHOLDING TAX - EXPANDED/OTHERS	1601EQ	July 15, 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	July 15, 2021	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.
TAXPAYER TYPE/S	SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)			
BUSINESS INFORMATION DETAILS				
			CATEGORY	REGISTRATION DATE
TRADE NAME 1 (PSIC)	SARY STATIONERY TRADING		Secondary	May 22, 2020
Line of Business (PSIC)	46429-WHOLESALE OF MISCELLANEOUS CONSUMER GOODS, N.E.C.			
Line of Business (PSIC)	47111-RETAIL SELLING IN GROCERIES		Secondary	
Line of Business	RETAIL SELLING IN GROCERIES			



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

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<b>REGISTERING OFFICE</b>	<b>X</b> Head Office	Branch
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

(PSIC)	47199-RETAIL SELLING IN NON-SPECIALIZED STORES, N.E.C.	Secondary
<b>Line of Business</b>	RETAIL SELLING IN NON-SPECIALIZED STORES, N.E.C.	
(PSIC)	46591-WHOLESALE OF COMMERCIAL MACHINERY AND EQUIPMENT	Secondary
<b>Line of Business</b>	WHOLESALE OF COMMERCIAL MACHINERY AND EQUIPMENT	
(PSIC)	46593-WHOLESALE OF OFFICE MACHINERY EQUIPMENT INCLUDING OFFICE FURNITURE, FURNISHINGS, APPLIANCES AND VASES	Secondary
<b>Line of Business</b>	WHOLESALE OF OFFICE MACHINERY EQUIPMENT INCLUDING OFFICE FURNITURE, FURNISHINGS, APPLIANCES AND VASES	
(PSIC)	46900-NON-SPECIALIZED WHOLESALE TRADE	Secondary
<b>Line of Business</b>	NON-SPECIALIZED WHOLESALE TRADE	
(PSIC)	47411-RETAIL SALE OF COMPUTERS	Secondary
<b>Line of Business</b>	RETAIL SALE OF COMPUTERS	
(PSIC)	47412-RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT	Secondary
<b>Line of Business</b>	RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT	
(PSIC)	47733-RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT	Secondary
<b>Line of Business</b>	RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT	
(PSIC)	47610-RETAIL SALE OF BOOKS, NEWSPAPERS AND STATIONERY IN SPECIALIZED STORES	Primary
<b>Line of Business</b>	RETAIL SALE OF CULTURAL AND RECREATION GOODS IN SPECIALIZED STORES	
(PSIC)	46301-WHOLESALE OF FRUITS, NUTS AND VEGETABLES	Secondary



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<b>REGISTERING OFFICE</b> X	<b>Head Office</b>	<b>Branch</b>
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

<b>Line of Business</b>	<b>WHOLESALE OF FRUITS, NUTS AND VEGETABLES</b>	
<b>(PSIC)</b>	<b>46302-WHOLESALE OF SUGAR, CONFECTIONERY AND BAKERY PRODUCTS AND OTHER PROCESSED FOODS</b>	
<b>Line of Business</b>	<b>WHOLESALE OF SUGAR, CONFECTIONERY AND BAKERY PRODUCTS AND OTHER PROCESSED FOODS</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46303-WHOLESALE OF MEAT AND POULTRY PRODUCTS, INCLUDING EGGS</b>	
<b>Line of Business</b>	<b>46303 - WHOLESALE OF MEAT AND POULTRY PRODUCTS, INCLUDING EGGS</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46304-WHOLESALE OF RICE, CORN AND OTHER CEREALS</b>	
<b>Line of Business</b>	<b>WHOLESALE OF RICE, CORN AND OTHER CEREALS</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46305-WHOLESALE OF FISHERY PRODUCTS</b>	
<b>Line of Business</b>	<b>WHOLESALE OF FISHERY PRODUCTS</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46306-WHOLESALE OF DRINKING WATER, JUICES (INCLUDING POWDER), COFFEE, TEA, COCOA AND OTHER BEVERAGES</b>	
<b>Line of Business</b>	<b>WHOLESALE OF DRINKING WATER, JUICES (INCLUDING POWDER), COFFEE, TEA, COCOA AND OTHER BEVERAGES</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46307-WHOLESALE OF TOBACCO PRODUCTS</b>	
<b>Line of Business</b>	<b>WHOLESALE OF TOBACCO PRODUCTS</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46308-WHOLESALE OF SPICES</b>	
<b>Line of Business</b>	<b>WHOLESALE OF SPICES</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46309-OTHER WHOLESALE OF FOOD, BEVERAGE AND TOBACCO, N.E.C.</b>	
<b>Line of Business</b>	<b>OTHER WHOLESALE OF FOOD, BEVERAGE AND TOBACCO, N.E.C.</b>	<b>Secondary</b>
<b>(PSIC)</b>	<b>46411-WHOLESALE OF TEXTILE</b>	<b>Secondary</b>



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<b>REGISTERING OFFICE</b> REGISTERED ADDRESS 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES	<b>X</b> Head Office	Branch

<b>Line of Business</b> (PSIC)	<b>FABRICS, ALL KINDS, INCLUDING MAN-MADE FIBERS</b> WHOLESALE OF TEXTILE FABRICS, ALL KINDS, INCLUDING MAN-MADE FIBERS	Secondary
<b>Line of Business</b> (PSIC)	<b>46412-WHOLESALE OF WEARING APPAREL, EXCEPT FOOTWEAR</b> WHOLESALE OF WEARING APPAREL, EXCEPT FOOTWEAR	Secondary
<b>Line of Business</b> (PSIC)	<b>46413-WHOLESALE OF MADE-UP TEXTILE GOODS, EXCEPT WEARING APPAREL</b> WHOLESALE OF MADE-UP TEXTILE GOODS, EXCEPT WEARING APPAREL	Secondary
<b>Line of Business</b> (PSIC)	<b>46414-WHOLESALE OF ARTICLES OF CLOTHING, INCLUDING ACCESSORIES</b> WHOLESALE OF ARTICLES OF CLOTHING, INCLUDING ACCESSORIES	Secondary
<b>Line of Business</b> (PSIC)	<b>46415-WHOLESALE OF FOOTWEAR, ALL KINDS OF MATERIALS</b> WHOLESALE OF FOOTWEAR, ALL KINDS OF MATERIALS	Secondary
<b>Line of Business</b> (PSIC)	<b>46416-WHOLESALE OF EMBROIDERIES</b> WHOLESALE OF EMBROIDERIES	Secondary
<b>Line of Business</b> (PSIC)	<b>46417-WHOLESALE OF CORDAGE, ROPE AND TWINE</b> WHOLESALE OF CORDAGE, ROPE AND TWINE	Secondary
<b>Line of Business</b> (PSIC)	<b>46418-WHOLESALE OF LEATHER AND LEATHER GOODS, INCLUDING MAN-MADE LEATHER, EXCEPT FOOTWEAR</b> WHOLESALE OF LEATHER AND LEATHER GOODS, INCLUDING MAN-MADE LEATHER, EXCEPT FOOTWEAR	Secondary
<b>Line of Business</b> (PSIC)	<b>46525-WHOLESALE OF RADIO AND TELEVISION INCLUDING PARTS AND ACCESSORIES</b> WHOLESALE OF RADIO AND TELEVISION INCLUDING PARTS AND ACCESSORIES	Secondary
<b>Line of Business</b> (PSIC)	<b>46526-WHOLESALE OF TELEPHONE AND COMMUNICATIONS EQUIPMENT</b> WHOLESALE OF TELEPHONE AND COMMUNICATIONS EQUIPMENT	Secondary



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REVISED: APRIL 2019

**REPUBLIKA NG PILIPINAS**  
**KAGAWARAN NG PANAYALAPI**  
**KAWANLAIN NG RENTAS INTERNAS**

**REVENUE REGION NO. 09A - CABAMIRAN, VITE-BATANGAS-MINDORO-ROMBLON)**  
**REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO**

**OCN: 063RC2024000002685**  
**Date OCN Generated: April 15, 2024**

**UPDATED ON APR 15 2024**

## CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 273-909-915-00000	<b>NAME OF TAXPAYER</b> CUETO, REYNALDO GERON	<b>TIN ISSUANCE DATE</b> April 24, 2009
<b>REGISTERING OFFICE</b>	<b>X</b> Head Office	Branch
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

Line of Business	INCLUDING PARTS AND ACCESSORIES	
(PSIC)	46527-WHOLESALE OF BLANK AUDIO AND VIDEO TAPES AND DISKETTES, MAGNETIC AND OPTICAL DISKS (CDS, DVDS)	Secondary
Line of Business	WHOLESALE OF BLANK AUDIO AND VIDEO TAPES AND DISKETTES, MAGNETIC AND OPTICAL DISKS (CDS, DVDS)	Secondary
(PSIC)	46493-WHOLESALE OF RECORDED AUDIO AND VIDEO TAPES, CDS, DVDS	Secondary
Line of Business	WHOLESALE OF RECORDED AUDIO AND VIDEO TAPES, CDS, DVDS	Secondary
(PSIC)	46494-WHOLESALE OF CHINAWARE, GLASSWARE, EARTHENWARE, WOODENWARE, WICKERWARE, CORKWARE, PLASTICWARE, CUTLERY AND UTENSILS	Secondary
Line of Business	WHOLESALE OF CHINAWARE, GLASSWARE, EARTHENWARE, WOODENWARE, WICKERWARE, CORKWARE, PLASTICWARE, CUTLERY AND UTENSILS	Secondary
(PSIC)	46495-WHOLESALE OF HANDICRAFT PRODUCTS	Secondary
Line of Business	WHOLESALE OF HANDICRAFT PRODUCTS	Secondary
(PSIC)	46496-WHOLESALE OF LIGHTING EQUIPMENT	Secondary
Line of Business	WHOLESALE OF LIGHTING EQUIPMENT	Secondary
(PSIC)	46499-WHOLESALE OF OTHER HOUSEHOLD GOODS, N.E.C.	Secondary
Line of Business	WHOLESALE OF OTHER HOUSEHOLD GOODS, N.E.C.	Secondary
(PSIC)	46521-WHOLESALE OF ELECTRONIC VALVES AND TUBES	Secondary
Line of Business	WHOLESALE OF ELECTRONIC VALVES AND TUBES	Secondary



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**REPUBLIKA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANHAN NG RENTAS INTERNAS**

OCN: 063RC20240000002685

**Date OCN Generated: April 15, 2024**

~~REVENUE~~ BUREAU OF NATIONAL FIREARMS BOARD  
FEDERAL BUREAU OF INVESTIGATION  
**UPDATED APR 15 2026**

# CERTIFICATE OF REGISTRATION

<b>(PSIC)</b>	<b>46522-WHOLESALE OF SEMI-CONDUCTOR DEVICES</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF SEMI-CONDUCTOR DEVICES</b>	
<b>(PSIC)</b>	<b>46523-WHOLESALE OF MICRO-CHIPS AND INTEGRATED CIRCUITS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF MICRO-CHIPS AND INTEGRATED CIRCUITS</b>	
<b>(PSIC)</b>	<b>46524-WHOLESALE OF PRINTED CIRCUITS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF PRINTED CIRCUITS</b>	
<b>(PSIC)</b>	<b>46599-WHOLESALE OF OTHER MACHINERY AND EQUIPMENT, N.E.C.</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF OTHER MACHINERY AND EQUIPMENT, N.E.C.</b>	
<b>(PSIC)</b>	<b>46204-WHOLESALE OF OLEAGINOUS FRUITS (E.G., OIL SEEDS, PALM OIL, SUNFLOWER SEEDS, ETC.)</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF OLEAGINOUS FRUITS (E.G., OIL SEEDS, PALM OIL, SUNFLOWER SEEDS, ETC.)</b>	
<b>(PSIC)</b>	<b>46205-WHOLESALE OF TOBACCO LEAF</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF TOBACCO LEAF</b>	
<b>(PSIC)</b>	<b>46206-WHOLESALE OF FLOWERS AND PLANTS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF FLOWERS AND PLANTS</b>	
<b>(PSIC)</b>	<b>46207-WHOLESALE OF LIVESTOCK AND POULTRY AND UNPROCESSED ANIMAL PRODUCTS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF LIVESTOCK AND POULTRY AND UNPROCESSED ANIMAL PRODUCTS</b>	
<b>(PSIC)</b>	<b>46422-WHOLESALE OF SURGICAL AND ORTHOPEDIC INSTRUMENTS AND DEVICES</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF SURGICAL AND ORTHOPEDIC INSTRUMENTS AND DEVICES</b>	
<b>(PSIC)</b>	<b>46208-WHOLESALE OF FISH AND OTHER SEAFOODS</b>	<b>Secondary</b>

CHANGE/ ADD IN LINE OF BUSINESS



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REVISED: APRIL 2019

REPUBLICA NG PILIPINAS  
KAGAWARAN NG PANATALAPI  
KAWANLHAN NG RENTAS INTERNAS  
REVENUE REGION NO. 09A - CABA-MIRAO, WITE-BATANGAS-MINDORO-ROMBLON)  
REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC2024000002685

Date OCN Generated: April 15, 2024

UPDATED ON APR 15 2024

CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 273-909-915-00000	<b>NAME OF TAXPAYER</b> CUETO, REYNALDO GERON	<b>TIN ISSUANCE DATE</b> April 24, 2009
<b>REGISTERING OFFICE</b> X	<b>Head Office</b>	<b>Branch</b>
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

<b>Line of Business</b>	<b>WHOLESALE OF FISH AND OTHER SEAFOODS</b>		
<b>(PSIC)</b>	46209-WHOLESALE OF FARM, FOREST AND MARINE PRODUCTS, INCLUDING SEEDS AND ANIMAL FEEDS, HIDES AND SKINS, LEATHER, ETC., N.E.C.		
<b>Line of Business</b>	WHOLESALE OF FARM, FOREST AND MARINE PRODUCTS, INCLUDING SEEDS AND ANIMAL FEEDS, HIDES AND SKINS, LEATHER, ETC., N.E.C.	Secondary	
<b>(PSIC)</b>	46421-WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS		
<b>Line of Business</b>	WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS	Secondary	
<b>(PSIC)</b>	46419-WHOLESALE OF TEXTILES, CLOTHING AND FOOTWEAR, N.E.C.		
<b>Line of Business</b>	WHOLESALE OF TEXTILES, CLOTHING AND FOOTWEAR, N.E.C.	Secondary	
<b>(PSIC)</b>	46201-WHOLESALE OF PALAY, CORN (UNMILLED) AND OTHER GRAINS		
<b>Line of Business</b>	WHOLESALE OF PALAY, CORN (UNMILLED) AND OTHER GRAINS	Secondary	
<b>(PSIC)</b>	46202-WHOLESALE OF ABACA AND OTHER FIBERS, EXCEPT SYNTHETIC FIBERS		
<b>Line of Business</b>	WHOLESALE OF ABACA AND OTHER FIBERS, EXCEPT SYNTHETIC FIBERS	Secondary	
<b>(PSIC)</b>	46203-WHOLESALE OF COCONUT AND COCONUT BY-PRODUCTS		
<b>Line of Business</b>	WHOLESALE OF COCONUT AND COCONUT BY-PRODUCTS	Secondary	
<b>(PSIC)</b>	46530-WHOLESALE OF AGRICULTURAL MACHINERY, EQUIPMENT AND SUPPLIES		
<b>Line of Business</b>	WHOLESALE OF AGRICULTURAL MACHINERY, EQUIPMENT AND SUPPLIES	Secondary	
<b>(PSIC)</b>	46592-WHOLESALE OF INDUSTRIAL MACHINERY AND EQUIPMENT		
<b>Line of Business</b>	WHOLESALE OF INDUSTRIAL MACHINERY AND EQUIPMENT	Secondary	



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REVISED: APRIL 2019

REPUBLICA NG PILIPINAS  
KAGAYARAN NG PANATALAPI  
KAWANHAN NG RENTAS INTERNAS

REVENUE REGION NO. 09A - CABAMIRAN (COTE-BATANGAS-MINDORO-ROMBLON)  
REVENUE DISTRICT OFFICE NO. 065 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC2024000002685

Date OCN Generated: April 15, 2024

UPDATED ON APR 15 2024

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 273-909-915-00000	<b>NAME OF TAXPAYER</b> CUETO, REYNALDO GERON	<b>TIN ISSUANCE DATE</b> April 24, 2009
<b>REGISTERING OFFICE</b> X	<b>Head Office</b>	<b>Branch</b>
<b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

<b>(PSIC)</b>	<b>46425-WHOLESALE OF PAPER AND PAPER PRODUCTS (INCLUDING STATIONERIES)</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF PAPER AND PAPER PRODUCTS (INCLUDING STATIONERIES)</b>	
<b>(PSIC)</b>	<b>46426-WHOLESALE OF BOOKS, MAGAZINES AND NEWSPAPERS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF BOOKS, MAGAZINES AND NEWSPAPERS</b>	
<b>(PSIC)</b>	<b>46427-WHOLESALE OF PERFUMERIES, COSMETICS AND SOAPS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF PERFUMERIES, COSMETICS AND SOAPS</b>	
<b>(PSIC)</b>	<b>46428-WHOLESALE OF WATCHES, CLOCKS AND JEWELRIES</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF WATCHES, CLOCKS AND JEWELRIES</b>	
<b>(PSIC)</b>	<b>46491-WHOLESALE OF HOUSEHOLD-TYPE APPLIANCES, EXCEPT RADIO AND TELEVISION EQUIPMENT, CD AND DVD PLAYERS/RECORDERS</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF HOUSEHOLD-TYPE APPLIANCES, EXCEPT RADIO AND TELEVISION EQUIPMENT, CD AND DVD PLAYERS/RECORDERS</b>	
<b>(PSIC)</b>	<b>46492-WHOLESALE OF HOUSEHOLD FURNITURE, FURNISHING AND FIXTURES</b>	<b>Secondary</b>
<b>Line of Business</b>	<b>WHOLESALE OF HOUSEHOLD FURNITURE, FURNISHING AND FIXTURES</b>	

**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



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REVISED: APRIL 2019

REPUBLICA NG PILIPINAS  
KAGAYARAN NG PANATALAPI  
KAWANLAN NG RENTAS INTERNAS

REVENUE REGION NO. 09A - CABAMIRAN NG BAYTE-BATANGAS-MINDORO-ROMBLON)  
REVENUE DISTRICT OFFICE NO. 063 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC20240000002685

Date OCN Generated: April 15, 2024

UPDATED ON **APR 15 2024**

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 273-909-915-00000	<b>NAME OF TAXPAYER</b> CUETO, REYNALDO GERON	<b>TIN ISSUANCE DATE</b> April 24, 2009
<b>REGISTERING OFFICE</b> <b>REGISTERED ADDRESS</b> 141 MAHOGANY ST., SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES	<b>X</b> Head Office	Branch

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.

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



*Regina P. Reforma*  
**REGINA P. REFORMA**  
OIC-Ass't. Revenue District Office

**CHRISTINE M. CARDONA**  
REVENUE DISTRICT OFFICER  
(Signature over Printed Name)

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





Reynaldo Cueto <sarystationerytrading.busemail@gmail.com>

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## Your BIR AFS eSubmission uploads were received

1 message

---

eafs@bir.gov.ph <eafs@bir.gov.ph>

22 April 2024 at 22:08

To: SARYSTATIONERYTRADING.BUSEMAIL@gmail.com

Cc: SARYSTATIONERYTRADING.BUSEMAIL@gmail.com

Hi CUETO, REYNALDO, GERON,

### Valid files

- EAFS273909915AFSTY122023.pdf
- EAFS273909915ITRTY122023.pdf

### Invalid file

- <None>

Transaction Code: **AFS-0-33YPMRR2075DE9L7KM41SMYY304PQPT3VP**

Submission Date/Time: **Apr 22, 2024 10:08 PM**

Company TIN: **273-909-915**

Please be reminded that you accepted the terms and conditions for the use of this portal and expressly agree, warrant and certify that:

- The submitted forms, documents and attachments are complete, truthful and correct based on the personal knowledge and the same are from authentic records;
- The submission is without prejudice to the right of the BIR to require additional document, if any, for completion and verification purposes;
- The hard copies of the documents submitted through this facility shall be submitted when required by the BIR in the event of audit/investigation and/or for any other legal purpose.

This is a system-generated e-mail. Please do not reply.





Reference No: 672400059175565  
Date Filed: April 14 2024 10:17 PM  
Batch Number:



Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue

For BIR Use Only  
BCS/Item:

BIR Form No. <b>1701</b> January 2018 (ENCS) Page 1	<b>Annual Income Tax Return</b> 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 hold by the Tax Filer.	 1701 01/18ENCS P1
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1 For the year 12 / 20 23	2 Amended Return? Yes No	3 Short Period Return? Yes No
<b>PART I - Background Information on Taxpayer/Filer</b>		
4 Taxpayer Identification Number (TIN) 273 - 909 - 915 - 000	5 RDO Code 063	
6 Taxpayer Type <input 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"/> II012 Business Income - Graduated IT Rates <input type="checkbox"/> II014 Income from Profession - Graduated IT Rates <input type="checkbox"/> II013 Mixed Income - Graduated IT Rates <input type="checkbox"/> II011 Compensation Income - 8% IT Rate <input type="checkbox"/> II015 Business Profession - 8% IT Rate <input type="checkbox"/> II017 Income from Income - 8% IT Rate <input type="checkbox"/> II016 Mixed		
8 Taxpayer's Name (Last Name, First Name, Middle Name for individual) / ESTATE OF (First Name, Middle Name, Last Name) / TRUST FBO: (First Name, Middle Name, Last Name) CUETO, REYNALDO GERON		
9 Registered Address (Indicate complete address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form 1905) 141 MAHOGANY ST., STO. NINO ORIENTAL MINDORO		
9A Zip Code		5200
10 Date of Birth (MM/DD/YYYY) 08/06/1991	11 Email Address sarystationerytrading.busemail@gmail.com	
12 Citizenship FILIPINO	13 Claiming Foreign Tax Credits? Yes No	14 Foreign Tax Number (if applicable)
15 Contact Number 15 (Landline/Cellphone No.) 09354853014	16 Civil Status (if applicable) <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widower	
17 If married, spouse has income? Yes No	18 Filing Status <input type="checkbox"/> Joint Filing <input type="checkbox"/> Separate Filing	
19 Income EXEMPT from Income Tax? Yes No [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]		20 Income subject to SPECIAL/PREFERENTIAL RATE? Yes No [If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]
21 Tax Rate* (choose one) <input type="checkbox"/> Graduated Rates (Choose Method of Deduction in Item 21A) <input type="checkbox"/> 8% in lieu of Graduated Rates under Sec. 24(A) and Percentage Tax under Sec. 116 of NIRC (available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M))		
21A Method of Deduction (choose one) <input type="checkbox"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]		

PART II - Total Tax Payable		
Particulars	A. Taxpayer/Filer	B. Spouse
22 Tax Due (From Part VI Item 5)	93,104	0
23 Less: Total Tax Credits / Payments (From Part VII Item 10)	83,143	0
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	9,961	0
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	0
26 Amount of Tax Payable/(Overpayment) (Item 24 Less Item 25)	9,961	0
Add: Penalties 27 Interest	0	0
28 Surcharge	0	0
29 Compromise	0	0
30 Total Penalties (Sum of Items 27 to 29)	0	0
31 Total Amount Payable/(Overpayment) (Sum of Items 26 & 30)	9,961	0
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 31A & 31B)		9,961
If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable)		
<input type="checkbox"/> To be refunded <input type="checkbox"/> To be issued a Tax Credit Certificate (TCC) <input type="checkbox"/> To be carried over as 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 rules and 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)

Printed Name and Signature of Taxpayer/Authorized Representative

33 Number of Attachments 0

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)				
Machine Validation / Revenue Official Receipt Details (if not filed with an Authorized Agent Bank)			Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)	



BIR Form No. <b>1701</b> January 2018 (ENCS) Page 2	<b>Annual Income Tax Return</b> Individuals (including MIXED Income Earner), Estates and Trusts	 170106/18ENCSP5
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TIN 273 - 909 - 915 - 000	Tax Filer's Last Name CUETO
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**PART IV - Background Information of Spouse**

1 Spouse's Taxpayer Identification Number	2 RDO Code
3 Filer's Spouse Type <input type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Compensation Earner	
4 Alphanumeric Tax Code (ATC) <input type="checkbox"/> II012 Business Income-Gratuaded IT Rates <input type="checkbox"/> II014 Income from Profession-Gratuaded IT Rates <input type="checkbox"/> II013 Mixed Income-Gratuaded IT Rates <input type="checkbox"/> II011 Compensation Income <input type="checkbox"/> II015 Business Income from Profession - 8% IT Rate <input type="checkbox"/> II017 Income from Profession - 8% IT Rate <input type="checkbox"/> II016 Mixed Income - 8% IT Rate	
5 Spouse's Name (Last Name, First Name, Middle Name)	
6 Contact Number	7 Citizenship
8 Claiming Foreign Tax Credits? <input type="radio"/> Yes <input type="radio"/> No	9 Foreign Tax Number (if applicable)
10 Income EXEMPT from Income Tax? <input type="radio"/> Yes <input type="radio"/> No <i>[If yes, fill out also consolidation of ALL Activities per Tax Regime (Part X)]</i>	11 Income subject to SPECIAL/PREFERENTIAL RATE? <input type="radio"/> Yes <input type="radio"/> No <i>[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]</i>
12 Tax Rate* (choose one) <input type="radio"/> Graduated Rates (Choose Method of Deduction in Item 12A) <input type="radio"/> 8% in lieu of Graduaded Rates under Sec. 24(A) and Percentage Tax under Sec. 116 of NIRC (available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M))	
12A Method of Deduction (choose one) <input type="radio"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="radio"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]	

**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		b. Employer's TIN
1	<input type="radio"/> Taxpayer <input type="radio"/> Spouse	<input type="text"/>
2	<input type="radio"/> Taxpayer <input type="radio"/> Spouse	<input type="text"/>

(Continuation of Table Above)	c. Compensation Income	d. Tax Withheld
1	0	0
2	0	0
3A Gross Compensation Income and Total Tax Withheld for TAXPAYER (To Part V Schedule 2 Item 4A and Part VII Item 5A)	0	0
3B Gross Compensation Income and Total Tax Withheld for SPOUSE (To Part V Schedule 2 Item 4B and Part VII Item 5B)	0	0

**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 3Ac/3Bc)	0	0
5 Less: Non-Taxable / Exempt Compensation	0	0
6 Taxable Compensation Income (Item 4 Less Item 5)	0	0
7 Tax Due-Compensation Income (Item 6 x applicable Income Tax Rate)	0	0

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


**3A - For Graduaded Income Tax Rates**

8 Sales/Revenues/Receipts/Fees	8,918,852	0
9 Less: Sales Returns, Allowances and Discounts	0	0
10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9)	8,918,852	0
11 Less: Cost of Sales/Services (applicable only if availing Itemized Deductions)	7,944,651	0
12 Gross Income/(Loss) from Operation (Item 10 Less Item 11)	974,221	0
Less: Deductions Allowable under Existing Laws		
13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Item 18)	221,199	0
14 Special Allowable Itemized Deductions (From Part V Schedule 5 Item 3 and/or Item 5)	0	0
15 Allowance for Net Operating Loss Carry Over (NOLCO) (From Part V Schedule 5 Item 8 and/or Item 13)	0	0
16 Total Allowable Itemized Deductions (Sum of Items 13 to 15)	221,199	0
<b>OR</b>		
17 Optional Standard Deduction (OSD) (40% of Item 10)	0	0
18 Net Income/(Loss) (If Itemized: Item 12 Less Item 16; If OSD: Item 10 Less Item 17)	753,022	0

**Add: Other Non-Operating Income (specify below)**

19	0	0
20	0	0
21 Amount Received/Share in Income by a Partner from General Professional Partnership (GPP)	0	0
22 Total Other Non-Operating Income (Sum of Items 19 to 21)	0	0
23 Taxable Income-Business (Sum of Items 18 and 22)	753,022	0
24 Total Taxable Income - Compensation and Business (Sum of Items 6 and 23)	753,022	0
25 Total Tax Due-Compensation and Business Income (under graduated rates) (Item 24 x applicable income tax rate) (To Part VI Item 1)	93,104	0



BIR Form No. <b>1701</b> January 2018 (ENCS) Page 3	<b>Annual Income Tax Return</b> Individuals (including MIXED Income Earner), Estates and Trusts	 1701 01/18ENCS P3
TIN 273 - 909 - 915 - 000		Taxpayer/Filer's Last Name CUETO

<b>3.B - For 8% Flat Income Tax Rate</b> <small>(DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)</small>		
Particulars	A) Taxpayer/Filer	B) Spouse
26 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)	0	0

<b>Add: Other Non-Operating Income (specify below)</b>		
27	0	0
28 Total Income (Sum of Items 26 and 27)	0	0
29 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)		
30 Taxable Income/(Loss) (Item 28 Less Item 29)	0	0
31 Tax Due-Business Income (Item 30 x 8% Flat Income Tax Rate)	0	0
32 Total Tax Due-Compensation and Business Income (under flat rate) <small>(Sum of Items 7 and 31) (To Part VI Item 1)</small>	0	0

<b>Schedule 4 - Ordinary Allowable Itemized Deductions (attach additional sheet/s, if necessary)</b>		
1 Amortizations	0	0
2 Bad Debts	0	0
3 Charitable and Other Contributions	0	0
4 Depletion	0	0
5 Depreciation	60,000	0
6 Entertainment, Amusement and Recreation	0	0
7 Fringe Benefits	0	0
8 Interest	0	0
9 Losses	0	0
10 Pension Trusts	0	0
11 Rental	0	0
12 Research and Development	0	0
13 Salaries, Wages and Allowances	0	0
14 SSS, GSIS, Philhealth, HDMF and Other Contributions	0	0
15 Taxes and Licenses	4,650	0
16 Transportation and Travel	0	0
17 Others (Deductions Subject to Withholding Tax and Other Expenses) (specify below; Add additional sheet/s, if necessary)		
a Janitorial and Messengerial Services	0	0
b Professional Fees	39,100	0
c Security Services	0	0
d VARIOUS		
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17d) (To Part V, Schedule 3.A Item 13)	221,199	0

<b>Schedule 5 - Special Allowable Itemized Deductions (attach additional sheet/s, if necessary)</b>			
5.A - Taxpayer/Filer	Description	Legal Basis	Amount
1			0
2			0
3 Total Special Allowable Itemized Deductions-Taxpayer/Filer (Sum of Items 1 and 2) (To Part V Schedule 3.A Item 14A)			0
5.B - Spouse	Description	Legal Basis	Amount
4			0
5			0
6 Total Special Allowable Itemized Deductions-Spouse (Sum of Items 4 and 5) (To Part V Schedule 3.A Item 14B)			0

<b>Schedule 6 - Computation of Net Operating Loss Carry Over NOLCO</b>		
<b>6.A - Computation of NOLCO</b>		
Description	A. Taxpayer/Filer	B. Spouse
1 Gross Income	0	0
2 Less: Ordinary Allowable Itemized Deductions	0	0
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule 5.A.1 Item 7A &/or Schedule 5.A.2 Item 12A)	0	0

<b>6.A.1 - Taxpayer/Filer's Detailed Computation of Available NOLCO</b>					
Net Operating Loss		B. NOLCO Applied Previous Year/s	C. NOLCO Expired	D. NOLCO Applied Current Year	E. Net Operating Loss (Unapplied) [(E) = A - (B + C + D)]
Year Incurred	A. Amount				
4	0	0	0	0	0
5	0	0	0	0	0
6	0	0	0	0	0
7	0	0	0	0	0
8 Total NOLCO - Taxpayer/Filer (Sum of Items 4D to 7D) (To Part V Schedule 3.A Item 15A)				0	





BIR Form No. <b>1701</b> January 2018 (ENCS) Page 4	<b>Annual Income Tax Return</b> Individuals (including MIXED Income Earner), Estates and Trusts	 1701 01/18ENCS P4
TIN 273 - 909 - 915 - 000	Taxpayer/Filer's Last Name CUETO	

**(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)]
9					
10					
11					
12	0	0	0	0	0
13	Total NOLCO – Spouse (Sum of Items 9D to 12D) (To Part V Schedule 3.A Item 15B)				
				0	

**PART VI – Summary of Income Tax Due**

1 Regular Rate–Income Tax Due (From Part V, Either Item 25 or Item 32)	93,104	0
2 Special Rate–Income Tax Due (From Part X Item 17B/17F)	0	0
3 Less: Share of Other Government Agency, if remitted directly to the Agency	0	0
4 Net Special Rate–Income Tax Due/Share of National Govt. (Item 2 Less Item 3)	0	0
5 Total Income Tax Due (Sum of Items 1 & 4) (To Part II Item 22)	93,104	0

**PART VII – Tax Credits/Payments (attach proof)**

1 Prior Year's Excess Credits	0	0
2 Tax Payments for the First Three (3) Quarters	0	0
3 Creditable Tax Withheld for the First Three (3) Quarters	51,233	0
4 Creditable Tax Withheld per BIR Form No. 2307 for the 4 <sup>th</sup> Quarter	31,910	0
5 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 3Ad/3Bd)	0	0
6 Tax Paid in Return Previously Filed, if this is an Amended Return	0	0
7 Foreign Tax Credits, if applicable	0	0
8 Special Tax Credits, if applicable (To Part VIII Item 8)	0	0
Other Tax Credits/Payments (specify)		
9	0	0
10 Total Tax Credits/Payments (Sum of Items 1 to 9) (To Part II Item 23)	83,143	0

**PART VIII – Tax Relief Availment**

**VIII.A – Special Rate**

1 Regular Income Tax Otherwise Due (Part X Item 16B &/or Item 16F X applicable regular income tax rate)	0	0
2 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7B and/or Item 7F X applicable regular income tax rate)	0	0
3 Sub-Total – Tax Relief (Sum of Items 1 and 2)	0	0
4 Less: Income Tax Due (From Part X Item 17B and/or Item 17F)	0	0
5 Tax Relief Availment Before Special Tax Credit (Item 3 Less Item 4)	0	0
6 Add: Special Tax Credit, if any (From Part VII Item 8)	0	0
7 Total Tax Relief Availment- SPECIAL (Sum of Items 5 and 6)	0	0

**VIII.B – Exempt**

8 Regular Income Tax Otherwise Due (Part X Item 16A &/or Item 16E X applicable regular income tax rate)	0	0
9 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7A and/or Item 7E X applicable regular income tax rate)	0	0
10 Total Tax Relief Availment- EXEMPT (Sum of Items 8 and 9)	0	0

**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	753,022	0
Add: Non-Deductible Expenses/Taxable Other Income		
2		
3		
4		
5 Total (Sum of Items 1 to 4)	753,022	0
Less: A) Non-Taxable Income and Income Subjected to Final Tax		
6		
7		
B) Special/Other Allowable Deductions		
8		
9		
10 Total (Sum of Items 6 to 9)	0	0
11 Net Taxable Income/(Loss) (Item 5 Less Item 10)	753,022	0

If Taxable Income is:	Tax Due is:
Not over P 250,000	0%
Over P 250,000 but not over P 400,000	20% of the excess over P 250,000
Over P 400,000 but not over P 800,000	P 30,000 + 25% of the excess over P 400,000
Over P 800,000 but not over P 2,000,000	P 130,000 + 30% of the excess over P 800,000
Over P 2,000,000 but not over P 8,000,000	P 490,000 + 32% of the excess over P 2,000,000
Over P 8,000,000	P 2,410,000 + 35% of the excess over P 8,000,000

If Taxable Income is:	Tax Due is:
Not over P 250,000	0%
Over P 250,000 but not over P 400,000	15% of the excess over P 250,000
Over P 400,000 but not over P 800,000	P 22,500 + 20% of the excess over P 400,000
Over P 800,000 but not over P 2,000,000	P 102,500 + 25% of the excess over P 800,000
Over P 2,000,000 but not over P 8,000,000	P 402,500 + 30% of the excess over P 2,000,000
Over P 8,000,000	P 2,202,500 + 35% of the excess over P 8,000,000



BIR Form No.  
**1701**  
January 2018 (ENCS)  
Page 1m

Annual Income Return

Consolidation of ALL Activities per Tax Regime  
(Accomplish only if with MULTIPLE Tax Regimes)

1701 01/18/ENCS P1m

Taxpayer Identification Number (TIN)

273 909 915 1000

Tax Filer's Last Name

CUETO

Part X - CONSOLIDATED COMPUTATION  
BY TAX REGIME  
Instructions: (mark appropriate box)

☐ A. Only one activity/project under EXEMPT and/or SPECIAL Tax Regimes, fill-out the applicable columns below.

☐ B. Two or more activities/projects under EXEMPT and/or SPECIAL Tax Regimes, accomplish Part XI-Mandatory Attachments per activity and reflect consolidated amounts from Part XI on the corresponding columns below.

TAXPAYER				SPOUSE			
Particulars	A. Exempt	B. Special	C. Regular	D. Exempt	E. Special	F. Regular	
1 Investment Promotion Agency (IPA)/Implementing Government Entity							
2 Legal Basis							
3 Registered Activity Program (Reg. No.)							
4 Special Tax Rate			0 %			0 %	
5 Effectivity Date of Tax Relief/Exemption From (MM/DD/YYYY)							
6 Expiration Date of Tax Relief/Exemption To (MM/DD/YYYY)							

SCHEDULE B - Computation of Income Tax

(DO NOT enter Carriers: 48 Carriers or Less drop down; 59 or more round up)

Description	TAXPAYER/FILER				SPOUSE			
	A. Total Exempt	B. Total Special	C. Regular	D. Total (D = A + B + C)	E. Total Exempt	F. Total Special	G. Regular	H. Total (H = E + F + G)
1 Sales/Revenue/Receipts/Fees (EXEMPT/SPECIAL: If letter B of instructions above is marked, from all of Part XI Schedule B item 1A/1B) (REGULAR: From Part V Schedule 3.A item 6A/6B)	0	0	8,918,882	8,918,882	0	0	0	0
2 Less: Sales Returns, Allowances and Discounts (EXEMPT/SPECIAL: If letter B of instructions above is marked, from all of Part XI Schedule B item 2A/2B) (REGULAR: From Part V Schedule 3.A item 6A/6B)	0	0	0	0	0	0	0	0
3 Net Sales/Revenue/Receipts/Fees (item 1 Less item 2)	0	0	8,918,882	8,918,882	0	0	0	0
4 Less: Cost of Sales/Services (EXEMPT/SPECIAL: If letter B of instructions above is marked, from all of Part XI Schedule B item 4A/4B) (REGULAR: From Part V Schedule 3.A item 12A/12B)	0	0	7,944,561	7,944,561	0	0	0	0
5 Gross Income/(Loss) from Operation (item 3 Less item 4)	0	0	974,221	974,221	0	0	0	0
Less: Deductions Allowable under Existing Laws								
6 Ordinary Allowable Itemized Deductions (EXEMPT/SPECIAL: From Schedule C item 1B) and/or (If letter B of instruction above is marked, from all of Part XI Schedule B item 6A/6B) (REGULAR: From Part V Schedule 3.A item 13A/13B)	0	0	221,199	221,199	0	0	0	0
7 Special Allowable Deductions (EXEMPT/SPECIAL: From Schedule D item 5) and/or (If letter B of instruction above is marked, from all of Part XI Schedule B item 7A/7B) (REGULAR: From Part V Schedule 3.A item 14A/14B)	0	0	0	0	0	0	0	0
8 Allowance for Net Operating Loss Carry Over (NOLCO) From Part V Sched. 3.A item 15A/15B	0	0	0	0	0	0	0	0
9 Total Allowable Itemized Deductions (Sum of items 6 to 8) OR	0	0	221,199	221,199	0	0	0	0
10 Optional Standard Deduction (OSD) (40% of item 9)			0	0			0	0
11 Net Income/(Loss) (If letter B of instruction above is marked, from all of Part XI Schedule B item 11A/11B) (REGULAR: From Part V Schedule 3.A item 16A/16B)	0	0	753,022	753,022	0	0	0	0
Add Other Non-Operating Income (specify below) (EXEMPT/SPECIAL: If letter B of instructions above is marked, from all of Part XI Schedule B item 10A/10B and 20A/20B) (REGULAR: From Part V Schedule 3.A items 16A/16B and 20A/20B)								
12	0	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0	0
14 Amount Received/Share in Income by a Partner from a GPP (From Part V Schedule 3.A item 21A/21B)			0	0			0	0
15 Total Other Non-Operating Income (Sum of items 12 to 14)	0	0	0	0	0	0	0	0
16 Total Taxable Income/(Loss) (Sum of items 11 to 15)	0	0	753,022	753,022	0	0	0	0
17 TAX DUE - [Exemption/(item 16A/16E x 0%) and/or (From all of Part XI Schedule B item 15):] [Special: (item 59C) - X applicable income tax (any) and/or (From all of Part XI schedule B item 15):] Regular: (From Part V item 31)	0	0	93,104	93,104	0	0	0	0



**1701**January 2018 (ENCS)  
Page 2m**Annual Income Return**  
Consolidation of ALL Activities per Tax Regime

1701 01/18ENCS P2m

**Taxpayer Identification Number (TIN)**

273 909 915 000

**Tax Filer's Last Name**

CUETO

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

(DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)

Description	TAXPAYER/FILER		SPOUSE	
	A. Exempt	B. Special	C. Exempt	D. Special
1 Amortizations	0	0	0	0
2 Bad Debts	0	0	0	0
3 Charitable and Other Contributions	0	0	0	0
4 Depletion	0	0	0	0
5 Depreciation	0	0	0	0
6 Entertainment, Amusement and Recreation	0	0	0	0
7 Fringe Benefits	0	0	0	0
8 Interest	0	0	0	0
9 Losses	0	0	0	0
10 Pension Trusts	0	0	0	0
11 Rental	0	0	0	0
12 Research and Development	0	0	0	0
13 Salaries, Wages and Allowances	0	0	0	0
14 SSS, GSIS, Philhealth, HDMF and Other Contributions	0	0	0	0
15 Taxes and Licenses	0	0	0	0
16 Transportation and Travel	0	0	0	0
17 Others (Deductions Subject to Withholding Tax and Other Expenses) (Specify below; Add additional sheet(s), if necessary)				
a Janitorial and Messengerial Services	0	0	0	0
b Professional Fees	0	0	0	0
c Security Services	0	0	0	0
d	0	0	0	0
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17d) (To Part X Schedule B Item 5)	0	0	0	0

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

(DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)

Description	Legal Basis	Taxpayer/Filer		Spouse	
		A. Exempt	B. Special	C. Exempt	D. Special
1		0	0	0	0
2		0	0	0	0
3		0	0	0	0
4		0	0	0	0
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4) (To Part X Schedule B Item 7)		0	0	0	0



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE

## FILING REFERENCE NO.

TIN	: 273-909-915-000
Name	: CUETO REYNALDO GERON
RDO	: 063
Form Type	: 1701_2018
Reference No.	: 672400059175565
Amount Payable (Over Remittance)	: 9,961.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2023
Date Filed	: 04/14/2024
Tax Type	: IT

[Proceed to Payment](#)

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Republika ng Pilipinas  
Kagawaran ng Pananalapi  
Kawanihan ng Rentas Internas

### eFPS Payment Details

**TIN** : 273 - 909 - 915 - 000  
**Name** : CUETO REYNALDO GERON  
**Tax Period** : 12/31/2023  
**Reference Number** : 672400059175565  
**Tax Type** : IT - Annual Income Tax Return For Individuals (Including MIXED Income Earner),  
Estates and Trusts

**Payment Transaction Number** : 240945388  
**Date** : 04/15/2024  
**Cash Amount Paid** : 9,961.00  
**Bank** : 027000 - SBTC

Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	027000	9,961.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	58360
Batch Confirmation	027000	9,961.00	BI-041524-9198800000	04/15/2024	Authorized	0 - Successful	58360
Batch Acknowledgment	027000	9,961.00	BI-041524-9198800000	04/15/2024	Authorized	0 - Successful	58360

**Total Payments (Successful/Unsuccessful): 9,961.00**  
**Total Payments (Successful) : 9,961.00**

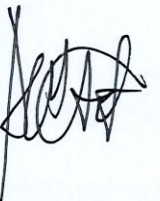
Print

Close



**SARY STATIONERY TRADING**  
**Reynaldo Geron Cueto - Proprietor**  
Sto. Nino, Oriental Mindoro

**FINANCIAL STATEMENTS**  
For the Period Ended December 31, 2023  
(With comparative figures for December 31, 2022)

A handwritten signature in black ink, located in the bottom right corner of the page. The signature is stylized and appears to be the name of the proprietor, Reynaldo Geron Cueto.

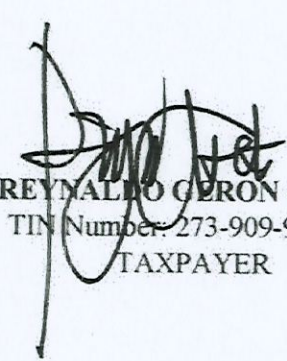


**STATEMENT OF MANAGEMENT'S RESPONSIBILITY  
FOR ANNUAL INCOME TAX RETURN**

The management of **SARY STATIONERY TRADING** is responsible for all information and representation contained in the Annual Income Tax return for the period ended December 31, 2023 (*with comparative year 2022*). Management is likewise responsible for all information and representations contained in the amended financial statements accompanying the Annual Income Tax Return covering the same reporting period. Furthermore, the Management is responsible for all information and representations contained in all the other tax returns filed for the reporting period, including, but not limited, to the value added tax and/or percentage tax returns, withholding tax returns, documentary stamp tax returns, and any and all other tax returns.

In this regard, Management affirms that the attached audited financial statements for the period ended December 31, 2023, and the accompanying Annual Income Tax Return are in accordance with the books and records of the management, complete and correct in all material respects. Management likewise affirms that:

- a. The Annual Income Tax Return has been prepared in accordance with the provisions of the National Internal Revenue Code, as amended, and pertinent tax regulations and other issuances of the Department of Finance and the Bureau of Internal revenue;
- b. Any disparity of figures in the submitted reports arising from the preparation of financial statements pursuant to financial accounting standards and the preparation of the income tax return pursuant to tax accounting rules has been reported as reconciling items and maintained in the company's books and records in accordance with the requirements of Revenue Regulations No. 8-2007 and other relevant issuances;
- c. The company has filed all applicable tax returns, reports, and statements required to be filed under Philippine tax laws for the reporting period and all taxes and other impositions shown thereon to be due and payable have been paid for the reporting period, except those contested in good faith.

  
**REYNALDO GERON CUETO**  
TIN Number: 273-909-915-000  
TAXPAYER





## STATEMENT OF MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

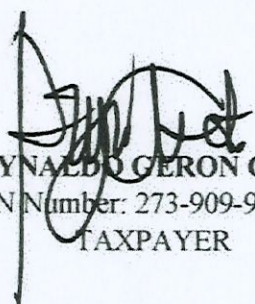
The management of **SARY STATIONERY TRADING** is responsible for the preparation and fair presentations of financial statements, including the schedules attached therein, for the period ended December 31, 2023 (*with comparative year 2022*) in accordance with the prescribed financial reporting framework indicated therein, and for such internal control as management determines is necessary to enable the preparations of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative to do so.

The management is responsible for overseeing the company's financial reporting process.

The management reviews and approves the financial statements, including the schedules attached therein, and submits the same to its owner.

**Elvin P. Vargas**, the independent auditor appointed by the management, has audited financial statements of the company in accordance with Philippines Standards on Auditing, and in his report to the management, has expressed his opinion on the fairness of presentation upon completion of such audit.



REYNALDO GERON CUETO  
TIN Number: 273-909-915-000  
TAXPAYER







Elvin P. Vargas, CPA  
B19 L12, Acacia Village, Neo Calapan  
Sto. Niño, Calapan City, Or. Mindoro

Tel. (043) 748 6026  
Mobile No. 0920-9633695  
[elvin\\_vargas@vahoo.com](mailto:elvin_vargas@vahoo.com)

BOA/PRC Reg. No. 0098138  
March 1, 2021 valid until Dec 25, 2024  
BIR Accreditation No. 09-006423-001-2016

## INDEPENDENT AUDITOR'S REPORT

**REYNALDO G. CUETO – Proprietor**  
**SARY STATIONERY TRADING**  
Sto. Niño, Calapan City, Oriental Mindoro

Report on the Audit of the Financial Statements

### Opinion

I have audited the financial statements of **REYNALDO G. CUETO**, which comprise the financial position as of and for the year ended December 31, 2023 (*with comparative figures for December 31, 2022*) and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the period then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of **REYNALDO G. CUETO** as at December 31, 2023 and its financial performance and cash flows for the period then ended, in accordance with Philippine Financial Reporting Standards (PFRSs).

### Basis for Opinion

I conducted my audit in accordance with Philippine Standards on Auditing (PSAs). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the company in accordance with the ethical requirements that are relevant to my audit of the financial statements and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Responsibilities of Management and Those Charged with Governance for the Company Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PFRSs, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters relate to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with PSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with PSAs, I exercise professional judgment and maintain professional skepticism throughout the audit, I also:



- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities to express an opinion on the consolidated financial statements. I am responsible for the direction, supervision, and performance of the audit. I remain solely responsible for my audit opinion.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

#### **Report on the Supplementary Information Required Under Revenue Regulations 15-2010**

My audits are conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information required under Revenue Regulations 15-2010 as disclosed is presented for purposes of filing with the Bureau of Internal Revenue and is not a required part of the basic financial statements. Such information is the responsibility of management. The information has been subjected to the auditing procedures applied in my audit of the basic financial statements. In my opinion, the information, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

  
Elvin B. Vargas

CPA Certificate No. 0098138

BOA Accreditation No. 5931



valid until December 25, 2024

Tax Identification No. 920-197-282

BIR Accreditation No. 09-006423-001-2016

March 31, 2022, valid until March 31, 2025

PTR No. 1217289 A, January 04, 2024, Calapan City



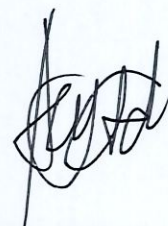


**SARY STATIONERY TRADING**  
**Reynaldo Cueto - Proprietor**  
Sto. Nino, Calapan City, Oriental Mindoro

**STATEMENT OF FINANCIAL PERFORMANCE**  
For the period ended December 31, 2023  
With comparative figures for the year ended December 31, 2022

	<i>Notes</i>	<b>December 31, 2023</b>	<b>December 31, 2022</b>
<b>INCOME:</b>			
Sales		<b>8,918,882.36</b>	<b>10,897,963.02</b>
Less: Costs	2,5,8	7,944,661.24	9,866,969.23
<b>Gross Profit</b>		<b>974,221.11</b>	<b>1,030,993.80</b>
Less: Operating Expenses	2,9	221,198.56	386,228.66
<b>Net Income before Income Tax</b>		<b>753,022.55</b>	<b>644,765.14</b>
Less: Provision for Income Tax	2,10	93,104.51	91,191.29
<b>Net Income after Income Tax</b>		<b>659,918.04</b>	<b>553,573.86</b>

*Please see Accompanying Notes to Financial Statements*





**SARY STATIONERY TRADING**  
**Reynaldo Cueto - Proprietor**  
Sto. Nino, Calapan City, Oriental Mindoro

**STATEMENT OF FINANCIAL POSITION**  
As of the period ended December 31, 2023  
With comparative figures for the year ended December 31, 2022

<b>ASSETS</b>	<b>Notes</b>	<b>December 31, 2023</b>	<b>December 31, 2022</b>
<b>CURRENT ASSETS:</b>			
Cash	2,4	2,832,266.75	2,216,695.55
Inventory	2,6	52,699.00	-
<b>Total Current Assets</b>		<b>2,884,965.75</b>	<b>2,216,695.55</b>
<b>NON-CURRENT ASSETS:</b>			
<b>Property and Equipment</b>	2,7	<b>2,623,333.33</b>	<b>2,683,333.33</b>
<b>TOTAL ASSETS</b>		<b>5,508,299.08</b>	<b>4,900,028.88</b>
<b>LIABILITIES AND EQUITY</b>			
<b>CURRENT LIABILITIES:</b>			
Accounts and Other Payables	2,8,14	14,461.11	16,108.96
<b>Total Current Liabilities</b>		<b>14,461.11</b>	<b>16,108.96</b>
<b>NON-CURRENT LIABILITIES</b>			
Accounts Payable - Trade	2,9	3,174,802.70	3,657,800.00
<b>Total Non-Current Liabilities</b>		<b>3,174,802.70</b>	<b>3,657,800.00</b>
<b>TOTAL LIABILITIES</b>		<b>3,189,263.81</b>	<b>3,673,908.96</b>
<b>EQUITY</b>			
<b>Balance at the End of the Year</b>	2,10	<b>1,836,037.97</b>	<b>1,226,119.92</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>5,025,301.78</b>	<b>4,900,028.88</b>

*Please see Accompanying Notes to Financial Statements*





**SARY STATIONERY TRADING**  
**Reynaldo Cueto - Proprietor**  
Sto. Nino, Calapan City, Oriental Mindoro

**STATEMENT OF CHANGES IN EQUITY**  
As of the period ended December 31, 2023  
With comparative figures for the year ended December 31, 2022

<b>EQUITY</b>	<i>Notes</i>	<b>December 31, 2023</b>	<b>December 31, 2022</b>
Beginning Capital		1,226,119.92	722,546.07
Add: Net Income		659,918.04	553,573.86
Less: Withdrawals	2,10	50,000.00	50,000.00
<b>Balance at the End of the Year</b>		<b>1,836,037.97</b>	<b>1,226,119.92</b>

*Please see Accompanying Notes to Financial Statements*





**SARY STATIONERY TRADING**  
**Reynaldo Cueto - Proprietor**  
Sto. Nino, Calapan City, Oriental Mindoro

**STATEMENT OF CASH FLOWS**  
As of the period ended December 31, 2023  
With comparative figures for the year ended December 31, 2022

	<i>Notes</i>	<b>December 31, 2023</b>	<b>December 31, 2022</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net Income		659,918.04	553,573.86
Adjustments to reconcile net income to net cash provided by operating activities:			
Depreciation	2,7	60,000.00	33,333.33
Changes in operating assets and liabilities:		-	-
Decrease (increase) in receivables		-	-
Decrease (increase) in inventory	2,6	(52,699.00)	47,509.00
Increase (decrease) in current liabilities	2,8	(1,647.84)	(1,208.11)
<b>Net Cash (used in) provided by operating activities</b>		<b>665,571.20</b>	<b>633,208.08</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Accounts Payable from Purchase of Merchandise	2,9	-	123,280.00
Acquisition of assets		-	-
<b>Net cash provided by investing activities</b>		<b>-</b>	<b>123,280.00</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Withdrawals	2,10	(50,000.00)	(50,000.00)
<b>Net cash provided by financing activities</b>		<b>(50,000.00)</b>	<b>(50,000.00)</b>
<b>Net Increase (Decrease) in Cash</b>		<b>615,571.20</b>	<b>706,488.08</b>
<b>ADD: Cash at the beginning of the year</b>	2,4	<b>2,216,695.55</b>	<b>1,510,207.47</b>
<b>CASH AT THE END OF THE YEAR</b>		<b>2,832,266.75</b>	<b>2,216,695.55</b>

*Please see Accompanying Notes to Financial Statements*







REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF INTERNAL REVENUE**  
REVENUE REGION NO. 9A - CaBaMiRo  
CITY OF STO. TOMAS, BATANGAS  
QF-TCC-01-01-2023.00

Annex "M"

TCBP NO. RR9A-063-04-19-R0712-2024-E

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

## CUETO, REYNALDO GERON

(SARY STATIONERY TRADING)

Name of Taxpayer

141 MAHOGANY ST., SANTO NIÑO, CITY OF CALAPAN (CAPITAL), ORIENTAL MINDORO

Address

**273-909-915-00000**

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 April, 2024.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL APRIL 19, 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 18, 2024 UNDER EFPS PAYMENT TRANSACTION NO. 241032002. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



**ROSALINDA D. CABIDOG**

Chief, Collection Division

By: **AMIHAN L. VALDEZ**

Asst. Chief, Collection Division

DOCUMENTARY STAMP TAX  
DATE OF PAYMENT: 04/03/2024  
PAYMENT CONFIRMATION:  
240522758  
AMOUNT: P30.00

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

**SARY STATIONERY TRADING**  
(REGIONAL)

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

**REYNALDO GERON CUETO**

is valid from 07 May 2020 to 07 May 2025 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**

  
**RAMON M. LOPEZ**  
Secretary

**Business Name No. 1689405**

and issue the same on 07 May 2020 in the Philippines.

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



FULL139510900513

A handwritten signature in black ink, located in the bottom right corner of the page.



**AFFIDAVIT**

I, **Reynaldo G. Cueto**, of legal age, **married, Filipino**, and residing at **141 Mahogany St., Sto. Nino, 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 of **Sary Stationery Trading** with office address at **141 Mahogany St., Sto. Nino, Calapan City, Oriental Mindoro**;
2. As the owner and sole proprietor, or authorized representative of **Sary Stationery Trading**, 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 the **RFQ No. 2024-153 Supply and Delivery of Furniture and Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of MinSU Main Campus**;
3. **Sary Stationery Trading** 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. **Sary Stationery Trading** 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. **Sary Stationery Trading** complies with existing labor laws and standards; and
8. **Sary Stationery Trading** is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examine all of the Bidding Documents;
  - b. Acknowledge 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. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the **RFQ No. 2024-153 Supply and Delivery of Furniture and Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of MinSU Main Campus**;
9. **Sary Stationery Trading** did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this 5<sup>th</sup> day of August, 2024 at Calapan City, Oriental Mindoro, Philippines.

  
**REYNALDO G. CUETO**  
Affiant

**SUBSCRIBED AND SWORN** to before me this 5<sup>th</sup> day of August, 2024 at Calapan City, Oriental Mindoro, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his Passport, with his/her photograph and signature appearing thereon, with no. P2097989C issued on October 20, 2022 at DFA Manila.

Witness my hand and seal this 5<sup>th</sup> day of August, 2024.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_





### REQUEST FOR QUOTATION

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

PR No.: PR24-0283  
RFQ No. 2024-153  
ABC Amount: Php134,680.80

Company Name : ESEC Office Supplies & Equipment Trading  
Address : Sto. Nino, 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-EPIS 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
<b>Lot 1 - Furniture and Fixtures</b>					
1	Pc	<b>Conference Table</b>	1	20,000	20,000.00
		Materials MFC board   Wood			
		Accessories adjustable glider			
		Dimension W280cm x D120cm x H75cm			
2	Set	<b>Sofa</b>	1	25,000	25,000.00
		Width: 196cm Depth: 196cm Height: 88cm			
		Frame: Plywood & Gemelina wood			
		Fixed set & back cushion: Polyurethane foam			
		Fabric: 100% Polyester   Leg: Plastic Leg			
<b>Lot 2 - Semi Expandable Office Equipment</b>					
1	Pc	<b>Split-type Aircon</b>	1	60,000	60,000.00
		Capacity: 4750-12660kJ/hW			
		Net Dimension (Indoor):			
		(W)820mm*(H)299mm*(D)215mm   Net Weight			
		Outdoor Unit (Compressor type). BLDC			
		Power input: 870 W   Eco Mode   Fan Mode			
		Digital Inverter Boost   Auto Clean   Fast Cool			
<b>Lot 3 - Other Supplies and Materials Expenses</b>					
1	Pcs	Blinds (7 feet by 5 feet)	2	6,000	12,000.00
2	Pcs	Curtain 7 feet	5	1,350	6,750.00
3	Set	Curtain rod (7 feet)	2	200	400.00
4	Pcs	Dust pan	1	100	100.00
5	Pcs	Trash bin (Small)	2	200	400.00
XX					
					<b>TOTAL</b>
					<b>7124,650.00</b>

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

JOSE ANTONIO N. ENCARNACION  
Supplier's Signature over Printed Name  
272-650-786-000  
TIN No. of Establishment  
0917-635-2505  
Contact Number

MSU-BAC-FR-05.01





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

Email: [universitypresident@minsu.edu.ph](mailto:universitypresident@minsu.edu.ph)  
Website: [www.minsu.edu.ph](http://www.minsu.edu.ph)  
Mobile: +63 977 846 72 28



08-05-2024

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
  - c. Valid Mayor's/Business Permit
  - d. Omnibus Sworn Statement
  - e. BIR Certificate of Registration
  - f. Latest Income/Business Tax Return
  - g. TAX Clearance
  - h. DTI Registration/SEC Certificate
  - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable

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

#### Ocular Inspection

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

#### Award

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

#### Evaluation of Quotations

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

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

#### Instructions

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

#### Liquidation Damages

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

#### Warranty

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

#### Payment

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

MSU-BAC-FR-05.01





This certifies that

**ESEC 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

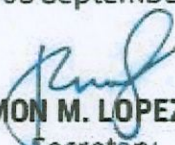
**JOSE ANTONIO NOCON ENCARNACION**

is valid from 08 September 2021 to 08 September 2026 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

**Certificate of Business Name Registration**

and issue the same on 08 September 2021 in the Philippines.

  
**RAMON M. LOPEZ**  
Secretary

**Business Name No. 3170096**

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



ZZZC835012723883



# 2024

Republic of the Philippines  
CITY OF CALAPAN

**TAUMBAYAN** ANG  
**MA** SUSUNOD



OFFICE OF THE CITY MAYOR

## BUSINESS PERMIT

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** 26,972.65

TAXPAYER'S NAME ENCARNACION, JOSE		BUSINESS I.D. 02100000629	MODE OF PAYMENT Annually	DATE BILLED 1/10/2024	KIND OF BUSINESS OFFICE SUPPLIES/ FURNITURES/ APPLIANCES/ COMPUTER SALES/	STATUS R
NAME OF BUSINESS ESEC OFFICE SUPPLIES AND EQUIPMENT		LOCATION OF BUSINESS STO. NINO			EQUIPMENT & SERVICES BUSINESS PERMIT NUMBER	
TRADING KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD	
BUSINESS TAX		22,652.65	0.00	22,652.65	Payment for 1-4	
MAYOR'S PERMIT		3,050.00		3,050.00	Notes:	
MAYORS PERMIT FEE		1,500.00			1. This Permit will expire on	
EDUC'L SPECIAL PROGR		150.00			Dec. 31, 2024	
DRAINAGE MAINTENANCE		150.00			2. This Mayor's Permit, together	
GARBAGE FEE		800.00			with the official receipt, shall at all times	
SANITARY FEE		200.00			be displayed or posted for public view	
FIRE AND SAFETY INSP		250.00			in a conspicuous place within the place	
MEDICAL FEE		200.00		200.00	of business or undertaking.	
ANNUAL INSPECTION FEE		200.00		200.00	Check	
BUSINESS STICKER		300.00		300.00	Check number _____	
SITE INSPECTION FEE		50.00		50.00	Bank _____	
OCCUPATIONAL FEE		440.00		440.00	Cash	
TAX CLEARANCE		30.00		30.00	O.R. Number 1230769	
AAP.&RENEWAL OF BUS.FEE		50.00		50.00	Date 1/10/2024	
				26,972.65	Payment received by:	
ENCODER		TOTALS		26,972.65		

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.





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: 063RC20230000000197

Date OCN Generated: January 17, 2023

UPDATED ON JAN 17

## CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 272-650-786-00000	NAME OF TAXPAYER ENCARNACION, JOSE ANTONIO NOCON	TIN ISSUANCE DATE March 31, 2009
REGISTERING OFFICE	X Head Office	Branch
REGISTERED ADDRESS SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

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.

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



*Regina P. Reforma*  
REGINA P. REFORMA  
OIC-Assst. Revenue District Officer

EMELITA R. ABO

REVENUE DISTRICT OFFICER  
(Signature over Printed Name)

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



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: 063RC20230000000197  
Date OCN Generated: January 17, 2023  
UPDATED ON JAN 17 2023

## CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 272-650-786-00000	NAME OF TAXPAYER ENCARNACION, JOSE ANTONIO NOCON	TIN ISSUANCE DATE March 31, 2009
REGISTERING OFFICE	X Head Office	Branch
REGISTERED ADDRESS SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
INDIVIDUAL INCOME TAX	1701/17 01A	January 1, 2022	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
INDIVIDUAL INCOME TAX	1701Q	September 15, 2021	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
REGISTRATION FEE	0605	January 1, 2022	ANNUALLY	On or before the last day of January.
VALUE ADDED TAX	2550M	December 27, 2022	MONTHLY	Not later than the 20th day following the close of the month.
VALUE ADDED TAX	2550Q	December 27, 2022	QUARTERLY	Not later than the 25th day following the close of each taxable quarter.

TAXPAYER TYPE/S SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)

### BUSINESS INFORMATION DETAILS

		CATEGORY	REGISTRATION DATE
TRADE NAME 1 (PSIC)	ESEC OFFICE SUPPLIES AND EQUIPMENT TRADING		September 15, 2021
Line of Business	47591-RETAIL SALE OF HOME FURNISHING, FURNITURE AND FIXTURES, INCLUDING LAMPS AND LAMP SHADES	Secondary	
(PSIC)	47593-RETAIL SALE OF HOUSEHOLD APPLIANCES, ARTICLES AND EQUIPMENT	Secondary	
Line of Business	RETAIL SALE OF HOUSEHOLD APPLIANCES, ARTICLES AND EQUIPMENT		
(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		



FORM  
**2303**

REVISED: APRIL 2019

REPUBLIKA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG RENTAS INTERNAS

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

OCN: 063RC20230000000197

Date OCN Generated: January 17, 2023

UPDATED ON JAN 17 2023

**CERTIFICATE OF REGISTRATION**

TIN & BRANCH CODE 272-650-786-00000	NAME OF TAXPAYER ENCARNACION, JOSE ANTONIO NOCON	TIN ISSUANCE DATE March 31, 2009
REGISTERING OFFICE	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
REGISTERED ADDRESS SANTO NIÑO 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

	HOUSEHOLD APPLIANCES, FURNITURE, LIGHTING EQUIPMENT AND OTHER HOUSEHOLD ARTICLES IN SPECIALIZED STORES, N.E.C.	
(PSIC)	47610-RETAIL SALE OF BOOKS, NEWSPAPERS AND STATIONERY IN SPECIALIZED STORES	Primary
Line of Business	RETAIL SALE OF BOOKS, NEWSPAPERS AND STATIONERY IN SPECIALIZED STORES	
(PSIC)	47733-RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT	Secondary
Line of Business	RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT	
(PSIC)	46510-WHOLESALE OF COMPUTERS, COMPUTER PERIPHERAL EQUIPMENT AND SOFTWARE	Secondary
Line of Business	WHOLESALE OF COMPUTERS, COMPUTER PERIPHERAL EQUIPMENT AND SOFTWARE	
(PSIC)	47411-RETAIL SALE OF COMPUTERS	Secondary
Line of Business	RETAIL SALE OF COMPUTERS	
(PSIC)	47412-RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT	Secondary
Line of Business	RETAIL SALE OF COMPUTER PERIPHERAL EQUIPMENT	

**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



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

THIS IS TO CERTIFY THAT

**ESEC OFFICE SUPPLIES AND EQUIPMENT TRADING**

Del Pilar Barangay Sto. Nino ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 29-Sep-2021 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 **ESEC 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 08-May-2025

Issued this 08th day of May 2024.

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.*



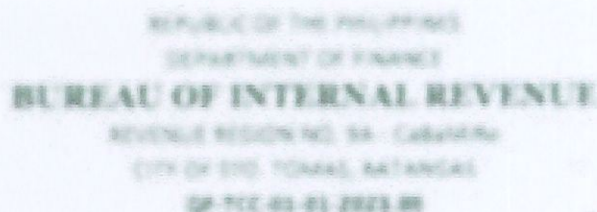
# List of Eligibility Documents

## of ESEC OFFICE SUPPLIES AND EQUIPMENT TRADING

Del Pilar Barangay Sto. Nino ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

<b>DTI Certificate</b>	DTI Certificate Number : 3170096 Issued By / Signatory : Jose Antonio Encarnacion Registration Date : 08-Sep-2021 Expiration Date : 08-Sep-2026
<b>Mayors Permit</b>	Expiration Date : 31-Dec-2024 Permit Number : 02100000629 Place of Issue : Calapan City, Or. Mindoro Issued By / Signatory : Marilou F. Morillo Issuance Date : 10-Jan-2024
<b>Tax Clearance</b>	Expiration Date : 24-Oct-2024 TCC Number : RR9A-063-10-24-R2037-2023-E Issued By / Signatory : Levine F. Ilagan Issuance date : 24-Oct-2023
<b>Audited Financial Statement</b>	Date of Filing : 25-Apr-2023 Current Asset : 1,078,676.61 Total Asset : 1,770,676.61 Current Liabilities : 25,713.84 Total Liabilities : 25,713.84 Name of Auditor : Elvin P. Vargas CPA BIR RDO Code : 063
<b>PCAB License</b>	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :





TCRP NO. 114A-603-10-24-2017-2021.8

(Reprinted by permission Gordon Inc. 1998)

1994 JOURNAL OF WOMEN AND SOCIAL ISSUES 17:4

Source: *Journal of the American Statistical Association*, 1997, Vol. 92, No. 439, pp. 1023-1032.

100

272-640-786-0000

1. compare the following values:

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 SRO as of the date of this certification pursuant to Revenue Regulations No. 8-2016, as amended.

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

Received May 14th day of October 2023

[illegible]

**WARNING:** Counterfeiting is punishable by law. For authenticity, please visit [www.ill.gov/illcpep.org](http://www.ill.gov/illcpep.org) or [www.illcpep.org/illcpep-illcpep.html](http://www.illcpep.org/illcpep-illcpep.html). The *Illinois Certificate for* (adding purposes) not listed/added herein will be distributed to have originated from an Illinois course.





**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 Furniture and Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of MinSU Main Campus

PR No.: PR24-0283  
RFQ No. 2024-153  
ABC Amount: Php134,680.80

Company Name : HIRANS' Supply wholesaling  
Address : Citywalk, Sto. Nino, 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
<b>Lot 1 - Furniture and Fixtures</b>					
1	Pc	Conference Table	1	42,900.00	42,900.00
		Materials MFC board   Wood			
		Accessories adjustable glider			
		Dimension W280cm x D120cm x H75cm			
2	Set	Sofa	1	34,992.00	34,992.00
		Width: 196cm Depth: 196cm Height:88cm			
		Frame: Plywood & Gemelina wood			
		Fixed set & back cushion: Polyurethane foam			
		Fabric: 100% Polyester   Leg: Plastic Leg			
<b>Lot 2 - Semi Expandable Office Equipment</b>					
1	Pc	Split-type Aircon	1	36,010.00	36,010.00
		Capacity: 4750-12660KJ/hW			
		Net Dimension (Indoor):			
		(W)820mm*(H)299mm*(D)215mm   Net Weight			
		Outdoor Unit (Compressor type). BLDC			
		Power input: 870 W   Eco Mode   Fan Mode			
		Digital Inverter Boost   Auto Clean   Fast Cool			
<b>Lot 3 - Other Supplies and Materials Expenses</b>					
1	Pcs	Blinds (7 feet by 5 feet)	2	2,420.00	4,920.00
2	Pcs	Curtain 7 feet	5	574.00	2,870.00
3	Set	Curtain rod (7 feet)	2	738.00	1,476.00
4	Pcs	Dust pan	1	74.00	74.00
5	Pcs	Trash bin (Small)	2	164.00	328.00
XX			TOTAL		
			125,590.00		

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

One Hundred Twenty Five Thousand  
Five Hundred Seventy Pesos Only

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

MSU-BAC-FR-05.01

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





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

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



#### General Conditions

\_\_\_\_\_ Date

1. Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro, Philippines on the date and time stated in this RFP.
  2. Supplier shall submit the following requirements:
    - a. Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
    - b. PhilGEPS Registration
    - c. Valid Mayor's/Business Permit
    - d. Omnibus Sworn Statement
    - e. BIR Certificate of Registration
    - f. Latest Income/Business Tax Return
    - g. TAX Clearance
    - h. DTI Registration/SEC Certificate
    - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable
- Price validity shall be 30 calendar days from the deadline of submission of quotation.

#### Ocular Inspection

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

#### Award

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

#### Evaluation of Quotations

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

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

#### Instructions

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

#### Liquidation Damages

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

#### Warranty

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

#### Payment

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

MSU-BAC-FR-05.01

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



**APPROVED BUDGET FOR THE CONTRACT (ABC)**  
Supply and Delivery of Furniture and Fixtures, Semi-Expendable Office Equipment, and Other Supplies & Materials Expenses of FFPCC Office at MinSU Main Campus  
Alcate, Victoria, Oriental Mindoro

Project Name and Location

Stations: Mindoro State University

Length:

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					
	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(5)X(9)	(11)	(12)	(10%[(5)+(10)])	(11) / (3)	
(1)															
1	Lot 1 - Furniture and Fixtures Conference Table	1	Pc	57,036.55	57,036.55										
	Materials MFC board   Wood				-										
	Accessories adjustable glider				-										
	Dimension W280cm x D120cm x H75cm				-										
2	Sofa	1	Set	29,555.00	29,555.00										
	Width: 196cm Depth: 196cm Height:88cm				-										
	Frame: Plywood & Gemelina wood				-										
	Fixed set & back cushion: Polyurethane foam				-										
	Fabric: 100% Polyester   Leg: Plastic Leg				-										
	Lot 2 - Semi Expandable Office Equipment				-										
1	Split-type Aircon	1	Pc	37,369.25	37,369.25										
	Capacity: 4750-12660kl/hw				-										
	Net Dimension (Indoor):				-										
	(W)820mm*(H)299mm*(D)215mm   Net Weight				-										
	Outdoor Unit (Compressor type), BLDC				-										
	Power input: 870 W   Eco Mode   Fan Mode				-										
	Digital Inverter Boost   Auto Clean   Fast Cool				-										
	Lot 3 - Other Supplies and Materials Expenses				-										
1	Blinds (7 feet by 5 feet)	2	Pcs	2,500.00	5,000.00										
2	Curtain 7 feet	5	Pcs	800.00	4,000.00										
3	Curtain rod (7 feet)	2	Set	400.00	800.00										
4	Dust pan	1	Pcs	120.00	120.00										
5	Trash bin (Small)	2	Pcs	400.00	800.00										
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				-										









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



PURCHASE REQUEST

Fund Cluster:

Office/Section : FFPCC		PR No.: PR24- 0283 Responsibility Center Code :		Date: 05/30/2024	
Stock/ Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
		<b>Lot 1: Furniture and Fixture</b>			
1	pc	<b>Conference Table</b>	1	57,036.55	57,036.55
		Materials: MFC board   Wood			
		Accessories: adjustable glider			
		Dimension: W280cm x D120cm x H75cm			
		<b>Lot 2: Semi Expandable Office Equipment</b>			
1	pc	<b>Split-type Aircon</b>	1	37,369.25	37,369.25
		Capacity: 4750-12660kJ/hW			
		Net Dimension (indoor):			
		(W)820mm*(H)299mm*(D)215mm   Net Weight			
		Outdoor Unit (Compressor type): BLDC			
		Power input: 870 W   Eco Mode   Fan Mode			
		Digital Inverter Boost   Auto Clean   Fast Cool			
		<b>Lot 3: Semi Expandable Furniture and Fixture</b>			
lot 1 2	set	<b>Sofa</b>	1	29,555.00	29,555.00
		Width:196cm Depth:196cm Height:88cm			
		Frame: Plywood & Gemelina wood			
		Fixed set & back cushion: Polyurethane foam			
		Fabric: 100% Polyester   Leg: Plastic Leg			
		<b>Lot 4: Other Supplies and Materials Expenses</b>			
1	pcs	Blinds (7 feet by 5 feet)	2	2,500.00	5,000.00
2	pcs	Curtain 7 feet	5	800	4,000.00
3	set	Curtain rod (7 feet)	2	400	800
4	pcs	Dust pan	1	120	120
5	pcs	Trash bin (Small)	2	400	800
		<b>GRAND TOTAL</b>			<b>134,680.80</b>

Purpose/s: For FFPCC Office Main Campus

TF-1054  
401-200

06-201

Requested by:	Recommending Approval:	Certified:	Approved by:
Signature :		Allotment Available	
Printed Name : MELVIN C. AGUBA	NEMESIO H. DAVALOS, Ph.D.	ROVELYN P. ROXAS	CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.
Designation : FFPCC Adviser	VP for Academic Affairs	S.A.O./Budget Officer III	OIC-Office of the University President



## PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

### Project, Programs and Activities

**TOTAL BUDGET:** 100,000.00

Recommending Approval:

FFPCC Adviser

**Vice President for Academic Affairs**



# PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

Project, Programs and Activities

**TOTAL BUDGET:** 62,000.00

FFPCC Adviser

**Vice President for Academic Affairs**



