



**SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MinSU CALAPAN CITY CAMPUS**

Name of Project

**BAC Resolution Recommending Approval  
Resolution No. 173, s. 2024**

**WHEREAS**, the **Mindoro State University (MinSU)**, through Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Invitation to Bid (ITB) for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** with an Approved Budget for the Contract (ABC) in the amount of **One Million Four Hundred Forty-Four Thousand Three Hundred Fifty-Four Pesos and 08/100 (Php1,444,354.08)** with four (4) lots namely;

Particulars	Sub-ABC
Lot 1- Office Supplies	Php100,419.08
Lot 2- Other Supplies	Php149,585.00
Lot 3- ICT Equipment	Php846,850.00
Lot 4- Furniture and Fixtures	Php347,500.00

**WHEREAS**, in response to the said advertisement, nine (9) suppliers were found in the document request list; however, only one (1) supplier in the name of **QUIN TRADING** purchased and submitted the bidding documents;

**WHEREAS**, the bid proposal submitted by the abovementioned supplier passed the preliminary evaluation and was found to be substantially complying;

**WHEREAS**, the detailed evaluation of bids conducted on June 11,2024 resulted in the following:

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Bid Amount (As Read & Calculated)	% Variance from ABC
1	Php100,419.08	Quin Trading	Php73,970.65	26.34% or Php26,448.43
2	Php149,585.00		Php205,855.00	-37.62% or -Php56,270.00
3	Php846,850.00		Php740,740.00	12.53% or Php106,110.00
4	Php347,500.00		Php423,000.00	-21.73% or -Php75,500.00

**WHEREAS**, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted, **QUIN TRADING** was found to be complying and responsive;

**WHEREAS**, the TWG of MinSU certified that the bidder complied with the Post-Qualification Evaluation and recommended the awarding of contract for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** as the bidder with Single Calculated Responsive Bid (SCRB) for Lots 1 and 3;





**SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MinSU CALAPAN CITY CAMPUS**

Name of Project

**BAC Resolution Recommending Approval  
Resolution No. 173, s. 2024**

**WHEREAS**, the **Mindoro State University (MinSU)**, through Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Invitation to Bid (ITB) for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** with an Approved Budget for the Contract (ABC) in the amount of **One Million Four Hundred Forty-Four Thousand Three Hundred Fifty-Four Pesos and 08/100 (Php1,444,354.08)** with four (4) lots namely;

Particulars	Sub-ABC
Lot 1- Office Supplies	Php100,419.08
Lot 2- Other Supplies	Php149,585.00
Lot 3- ICT Equipment	Php846,850.00
Lot 4- Furniture and Fixtures	Php347,500.00

**WHEREAS**, in response to the said advertisement, nine (9) suppliers were found in the document request list; however, only one (1) supplier in the name of **QUIN TRADING** purchased and submitted the bidding documents;

**WHEREAS**, the bid proposal submitted by the abovementioned supplier passed the preliminary evaluation and was found to be substantially complying;

**WHEREAS**, the detailed evaluation of bids conducted on June 11,2024 resulted in the following:

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Bid Amount (As Read & Calculated)	% Variance from ABC
1	Php100,419.08	Quin Trading	Php73,970.65	26.34% or Php26,448.43
2	Php149,585.00		Php205,855.00	-37.62% or -Php56,270.00
3	Php846,850.00		Php740,740.00	12.53% or Php106,110.00
4	Php347,500.00		Php423,000.00	-21.73% or -Php75,500.00

**WHEREAS**, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted, **QUIN TRADING** was found to be complying and responsive;

**WHEREAS**, the TWG of MinSU certified that the bidder complied with the Post-Qualification Evaluation and recommended the awarding of contract for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** as the bidder with Single Calculated Responsive Bid (SCRB) for Lots 1 and 3;





**WHEREAS**, the bid proposal of **QUIN TRADING** for Lots 2 and 4 exceeded the total ABC amount, thus the BAC recommended the second publication of Lots 2 and 4 for rebidding;

Particulars	Bidder/Address	Bid Amount
Lot 1- Office Supplies	Quin Trading	Php73,970.65
Lot 3- ICT Equipment	Masipit, Calapan City, Oriental Mindoro	Php740,740.00

**WHEREAS**, Lots 2 and 4 will be reposted in the PhilGEPS, MinSU Website and other conspicuous place in the University;

**NOW, THEREFORE**, the Bids and Awards Committee (BAC) **HEREBY RESOLVED AS IT IS HEREBY RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the award of the project **"Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus"** to **QUIN TRADING** with official address at Masipit, Calapan City, Oriental Mindoro as the bidder with Single Calculated Responsive Bid (SCRB), amounting to **Seventy-Three Thousand Nine Hundred Seventy Pesos and 65/100 (Php73,970.65)** for Lot 1 and **Seven Hundred Forty Thousand Seven Hundred Forty Pesos (Php740,740.00)** for Lot 3;

**NOW, THEREFORE**, the Bids and Awards Committee (BAC) **HEREBY FUTHER RESOLVED AS IT IS HEREBY FURTHER RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the rebidding of Lots 2 and 4 in the PhilGEPS, MinSU Website and other conspicuous place in the University;

**RESOLVED**, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 9<sup>th</sup> day of September, 2024.

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

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

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

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

**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved

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

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





**WHEREAS**, the bid proposal of **QUIN TRADING** for Lots 2 and 4 exceeded the total ABC amount, thus the BAC recommended the second publication of Lots 2 and 4 for rebidding;

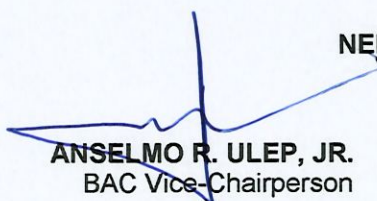
Particulars	Bidder/Address	Bid Amount
Lot 1- Office Supplies	Quin Trading Masipit, Calapan City, Oriental Mindoro	Php73,970.65
Lot 3- ICT Equipment		Php740,740.00

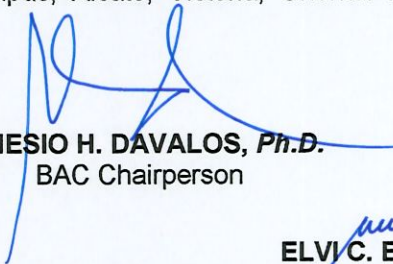
**WHEREAS**, Lots 2 and 4 will be reposted in the PhilGEPS, MinSU Website and other conspicuous place in the University;


**NOW, THEREFORE**, the Bids and Awards Committee (BAC) **HEREBY RESOLVED AS IT IS HEREBY RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the award of the project “**Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus**” to **QUIN TRADING** with official address at Masipit, Calapan City, Oriental Mindoro as the bidder with Single Calculated Responsive Bid (SCRB), amounting to **Seventy-Three Thousand Nine Hundred Seventy Pesos and 65/100 (Php73,970.65)** for Lot 1 and **Seven Hundred Forty Thousand Seven Hundred Forty Pesos (Php740,740.00)** for Lot 3;


**NOW, THEREFORE**, the Bids and Awards Committee (BAC) **HEREBY FUTHER RESOLVED AS IT IS HEREBY FURTHER RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the rebidding of Lots 2 and 4 in the PhilGEPS, MinSU Website and other conspicuous place in the University;

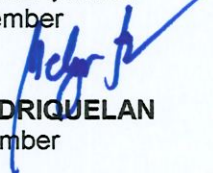
**RESOLVED**, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 9<sup>th</sup> day of September, 2024.


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

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

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

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

  
**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved  
  
**ENYA MARIE D. APOSTOL, Ph.D.**  
SUC President III  
Date: \_\_\_\_\_





**SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MinSU CALAPAN CITY CAMPUS**

Name of Project

**BAC Resolution Recommending Approval  
Resolution No. 173, s. 2024**

**WHEREAS**, the **Mindoro State University (MinSU)**, through Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Invitation to Bid (ITB) for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** with an Approved Budget for the Contract (ABC) in the amount of **One Million Four Hundred Forty-Four Thousand Three Hundred Fifty-Four Pesos and 08/100 (Php1,444,354.08)** with four (4) lots namely;

Particulars	Sub-ABC
Lot 1- Office Supplies	Php100,419.08
Lot 2- Other Supplies	Php149,585.00
Lot 3- ICT Equipment	Php846,850.00
Lot 4- Furniture and Fixtures	Php347,500.00

**WHEREAS**, in response to the said advertisement, nine (9) suppliers were found in the document request list; however, only one (1) supplier in the name of **QUIN TRADING** purchased and submitted the bidding documents;

**WHEREAS**, the bid proposal submitted by the abovementioned supplier passed the preliminary evaluation and was found to be substantially complying;

**WHEREAS**, the detailed evaluation of bids conducted on June 11,2024 resulted in the following:

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Bid Amount (As Read & Calculated)	% Variance from ABC
1	Php100,419.08	Quin Trading	Php73,970.65	26.34% or Php26,448.43
2	Php149,585.00		Php205,855.00	-37.62% or -Php56,270.00
3	Php846,850.00		Php740,740.00	12.53% or Php106,110.00
4	Php347,500.00		Php423,000.00	-21.73% or -Php75,500.00

**WHEREAS**, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted, **QUIN TRADING** was found to be complying and responsive;

**WHEREAS**, the TWG of MinSU certified that the bidder complied with the Post-Qualification Evaluation and recommended the awarding of contract for the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** as the bidder with Single Calculated Responsive Bid (SCRB) for Lots 1 and 3;





WHEREAS, the bid proposal of **QUIN TRADING** for Lots 2 and 4 exceeded the total ABC amount, thus the BAC recommended the second publication of Lots 2 and 4 for rebidding;


Particulars	Bidder/Address	Bid Amount
Lot 1- Office Supplies	Quin Trading	Php73,970.65
Lot 3- ICT Equipment	Masipit, Calapan City, Oriental Mindoro	Php740,740.00

WHEREAS, Lots 2 and 4 will be reposted in the PhilGEPS, MinSU Website and other conspicuous place in the University;

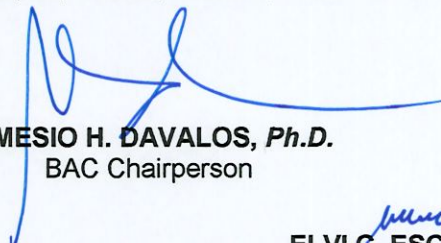
NOW, THEREFORE, the Bids and Awards Committee (BAC) **HEREBY RESOLVED AS IT IS HEREBY RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the award of the project **“Supply and Delivery of Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MinSU Calapan City Campus”** to **QUIN TRADING** with official address at Masipit, Calapan City, Oriental Mindoro as the bidder with Single Calculated Responsive Bid (SCRB), amounting to **Seventy-Three Thousand Nine Hundred Seventy Pesos and 65/100 (Php73,970.65)** for Lot 1 and **Seven Hundred Forty Thousand Seven Hundred Forty Pesos (Php740,740.00)** for Lot 3;

NOW, THEREFORE, the Bids and Awards Committee (BAC) **HEREBY FUTHER RESOLVED AS IT IS HEREBY FURTHER RESOLVED** recommended for approval by the Head of the Procuring Entity of the Mindoro State University the rebidding of Lots 2 and 4 in the PhilGEPS, MinSU Website and other conspicuous place in the University;


**RESOLVED**, at MinSU Main Campus, Alcate, Victoria, Oriental Mindoro, this 9<sup>th</sup> day of September, 2024.




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



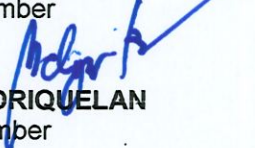
**NEMESIO H. DAVALOS, Ph.D.**  
BAC Chairperson



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




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



**MELGAR G. FADRIQUELAN**  
BAC Member

Approved/Disapproved



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

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



**Bid Form for the Procurement of Goods**  
(shall be submitted with the Bid)

Date: June 10, 2024Invitation to Bid No: 2024-013

To: **NEMESIO H. DAVALOS, Ph.D.**  
BAC Chairperson  
Mindoro State University  
Alcate, Victoria, Oriental Mindoro

Having examined the Bidding Documents including Bid Bulletin Numbers 10879077/ITB 2024-013, the receipt of which is hereby duly acknowledged, we, the undersigned, offer **SUPPLY AND DELIVERY OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY CAMPUS** in conformity with the said Bidding Documents for the sum of ONE MILLION, FOUR HUNDRED FORTY-THREE THOUSAND, FIVE HUNDRED SIXTY-FIVE PESOS AND 65/100 (Php 1,443,565.65) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by this Bid for the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Commissions or gratuities, if any paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address / Amount and Purpose of agent / Currency Commission or gratuity  
NONE

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name : SHIERA KRISTINE T. KINGLegal Capacity: OWNER OF QUIN TRADING

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and in behalf of : QUIN TRADINGDate : JUNE 10, 2024



Bill of Quantities

Name of Bidder: QUIN TRADING

Invitation to Bid Number: 2024-013

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
Lot 1- Office Supplies									
1	4 Layer Desk File Organizer	Phils	6	362.70	11.70	7.80	7.80	390.00	2,340.00
2	Book ends (7x5 1/2 x 7 1/2 inches, metal)	Phils	60	108.81	3.51	2.34	2.34	117.00	7,020.00
3	CD/DVD Case (acrylic, clear)	Phils	80	36.27	1.17	0.78	0.78	39.00	3,120.00
4	Certificate Holder (short)	Phils	35	37.48	1.21	0.81	0.81	40.30	1,410.50
5	Clear Folder (long)	Phils	25	7.86	0.25	0.17	0.17	8.45	211.25
6	Coupon Bond (A4, subs. 20)	Phils	10	223.67	7.22	4.81	4.81	240.50	2,405.00
7	Coupon Bond (long, subs. 20)	Phils	10	236.96	7.64	5.10	5.10	254.80	2,548.00
8	Coupon Bond (short, subs. 20)	Phils	10	203.11	6.55	4.37	4.37	218.40	2,184.00
9	Double sided tape	Phils	10	29.02	0.94	0.62	0.62	31.20	312.00
10	Ink #003 (B,C,Y,M)	Phils	8	1,269.45	40.95	27.30	27.30	1,365.00	10,920.00
11	Ink #664 (B,C,Y,M)	Phils	8	1,269.45	40.95	27.30	27.30	1,365.00	10,920.00
12	Laminating Film (125mic, 100s, A4)	Phils	12	483.60	15.60	10.40	10.40	520.00	6,240.00
13	Matte Sticker Paper (short, 10 sheets)	Phils	40	48.36	1.56	1.04	1.04	52.00	2,080.00
14	Ballpen (0.5, Black)	Phils	2	145.08	4.68	3.12	3.12	156.00	312.00
15	Ballpen (0.5, Blue)	Phils	2	145.08	4.68	3.12	3.12	156.00	312.00
16	Packaging Tape (2 inches)	Phils	11	30.23	0.98	0.65	0.65	32.50	357.50
17	Pencil (#2)	Phils	2	108.81	3.51	2.34	2.34	117.00	234.00



18	Plastic Cover (#6)	Phils	15	1,148.55	37.05	24.70	24.70	1,235.00	18,525.00
19	Scotch Tape (1 inch)	Phils	50	18.14	0.59	0.39	0.39	19.50	975.00
20	Vellum Board (white, short, 200gsm, 10sheets)	Phils	30	41.11	1.33	0.88	0.88	44.20	1,326.00
21	White Folder (Short)	Phils	30	6.77	0.22	0.15	0.15	7.28	218.40
	<b>Lot 2- Other Supplies</b>								
1	Air Freshener (spray)	Phils	5	229.71	7.41	4.94	4.94	247.00	1,235.00
2	Alcohol 70% solution	Phils	5	453.38	14.63	9.75	9.75	487.50	2,437.50
3	Bathroom Deodorizer	Phils	20	66.50	2.15	1.43	1.43	71.50	1,430.00
4	Battery (AA, Heavy duty)	Phils	10	30.23	0.98	0.65	0.65	32.50	325.00
5	Battery (AAA, Heavy duty)	Phils	10	30.23	0.98	0.65	0.65	32.50	325.00
6	Bleach (Big)	Phils	10	188.60	6.08	4.06	4.06	202.80	2,028.00
7	Broom (walls tambo)	Phils	5	120.90	3.90	2.60	2.60	130.00	650.00
8	Detergent 1 kilo	Phils	5	120.90	3.90	2.60	2.60	130.00	650.00
9	Disinfectant spray 340g	Phils	4	483.60	15.60	10.40	10.40	520.00	2,080.00
10	Dust pan	Phils	5	120.90	3.90	2.60	2.60	130.00	650.00
11	Extension Wire (10m)	Phils	5	441.29	14.24	9.49	9.49	474.50	2,372.50
12	Fabric Conditioner (800ml)	Phils	5	193.44	6.24	4.16	4.16	208.00	1,040.00
13	Garbage Bag (medium)	Phils	10	48.36	1.56	1.04	1.04	52.00	520.00
14	Glass Cleaner (750ml)	Phils	5	169.26	5.46	3.64	3.64	182.00	910.00
15	Liquid Hand Soap (anti-bacterial)	Phils	5	362.70	11.70	7.80	7.80	390.00	1,950.00
16	Wall Clock	Phils	2	241.80	7.80	5.20	5.20	260.00	520.00
17	LED Bulb 65 watts	Phils	138	943.02	30.42	20.28	20.28	1,014.00	139,932.00
18	LED Fluorescent 18 watts	Phils	100	193.44	6.24	4.16	4.16	208.00	20,800.00
19	Thick tempered glass swing door	Phils	2	12,090.00	390.00	260.00	260.00	13,000.00	26,000.00
	<b>Lot 3- ICT Equipment</b>								
1	<b>Desktop Computers</b>	Phils	4	66,495.00	2,145.00	1,430.00	1,430.00	71,500.00	286,000.00

73,970.65

208,855.00



	Processor: intel core i7-13700 processor (16 cores 24 threads 2.1GHz up to 5.2GHz, 30MBintel Smart Cache) Memory: 8GB DDR4 3200MHz UDIMM Up to 32 GB Dual-channel DDR4 Storage: 256 GB M.2 2280 PCIe SSD + 1 TB 3.5 inch 7200 RPM								
2	<b>Desktop Computers</b>  Processor: intel core i17-12700F (up to 4.9 GHz with  Intel TurboBoost Technology, 25 MB L3 cache, 12 cores, 20 threads) Memory: 16 GB DDR4-3200 MHz RAM (1x16GB) Storage: 512 GB PCIe NVMe, M.2 SSD + 1 TB hdd STORAGE: 512 GB SSD Storage	Phils	2	66,495.00	2,145.00	1,430.00	1,430.00	71,500.00	143,000.00
3	<b>Scanner</b>  Overhead System for Flat & Bound Items, 285x283 dpi max Optical Resolution, 11.8 x 17" maximum scan Area, 1.1/" maximum document thickness, scan speed is 3 seconds per page, Multiple Document detection, Page turning detection: time mode, Auto Image Correction Functions, USB 2.0 Connectivity	Phils	2	60,450.00	1,950.00	1,300.00	1,300.00	65,000.00	130,000.00
4	<b>UPS</b>  Output power capacity: 140VA Output power: 700W Input operation voltage (min)0: 150 V Input operation voltage (max): 280 V	Phils	10	7,254.00	234.00	156.00	156.00	7,800.00	78,000.00
5	<b>External Hard Drive</b>  Storage Capacity: 4TB Connection Interface: USB 3.2/USB 3.1 Gen 1 (USB Micro-B) Power Source: USB Bus Power External Enclosure	Phils	2	7,858.50	253.50	169.00	169.00	8,450.00	16,900.00



	<i>Dimensions (L x W x H) 4.5 x 3.1 x 0.8" / 114.3 x 78.7 x 20.3 mm Weight: 0.58 lb / 0.26 kg</i>								
6	<b>Automatic Voltage Regulator (AVR)</b>  Main Input Voltage: 230V Main Output Voltage: 230V rated power in W: 600W rated power in VA: 1200VA height: 11 cm width: 21 cm depth: 13.2cm	Phils	10	3,022.50	97.50	65.00	65.00	3,250.00	32,500.00
7	<b>8-port Desktop switch</b>  8 Gigabit Auto-Negotiation RJ45 ports, Supports Auto MDI / MDIX Plastic case Plug and play, no configuration required Dimensions: 7.1 x 3.5 x 1.0 in. (180x90x25.5 mm)	Phils	3	1,934.40	62.40	41.60	41.60	2,080.00	6,240.00
8	<b>Printer (print, scan, copy)</b>  Print, Scan, Copy Compact integrated tank design Print speeds up to 15.5ipm for black and 8.5ipm for color Auto-Duplex printing, ADF capability Ethernet & Wi-Fi Direct Seamless setup with Epson Smart Panel Borderless Printing up to A4 size	Phils	2	20,553.00	663.00	442.00	442.00	22,100.00	44,200.00



	Spill-free ink refilling Paper Size: Legal (8.5 x 14"), 8.5 x 13", Letter, A4, B5, A5, A6, Hagaki (100 x 148 mm), 16K (195 x 270 mm), Indian Legal (215 x 345 mm), B6, 5 x 7", 4 x 6", Envelopes #10, DL, C6							
9	LCD Projector	1	3,627.00	117.00	78.00	78.00	3,900.00	3,900.00
	3LCD 3-chip technology, 1920 x 1080 (Full HD), 4,000 lumens Color, 4,000 lumens white							
	Lot 4- Furniture & Fixtures							
1	3x5 Card Catalog Cabinet	3	16,740.00	540.00	360.00	360.00	18,000.00	54,000.00
2	Steel Filing Cabinet	2	16,740.00	540.00	360.00	360.00	18,000.00	36,000.00
	4-Layer Vertical Steel Filing Cabinet with central locking system, Ga24 metal sheet, heavy duty, powder coated painting finish; charcoal grey color							
3	Cabinet for Audio Visual Materials	2	15,717.00	507.00	338.00	338.00	16,900.00	33,800.00
	wood with transparent glass door, 5 layers, 142cm x 33cm x 80cm							
4	Magazine rack (Wood)	5	12,834.00	414.00	276.00	276.00	13,800.00	69,000.00
	natural wood color, 80cm x 30cm x 80cm							
5	Map stand (wood)	2	14,508.00	468.00	312.00	312.00	15,600.00	31,200.00
	15in x 12in x 22in, 20 compartment, 2 3/4in x 2 3/4in size of compartment, natural wood color							
6	Steel Bookshelves	10	13,485.00	435.00	290.00	290.00	14,500.00	145,000.00
	Steel Book Shelves (5 layers) Heavy duty rack; size: 48x18x84 Capacity per shelf: 341 kg. Made of: 3mm angle bar for legs 3mm angle bar for shelves							

740, 740.00



	0.9 mm black iron sheets for shelves welded to the angle bar frame Lacquer spray finish								
7	Steel Book cart  Steel Book Cart (single-sided book cart) 3 shelf, color: black; Capacity: 200lbs. Size: (39width x 14depth x 46height) With 4 locking industrial casters		3	16,740.00	540.00	360.00	360.00	18,000.00	54,000.00
		TOTAL						Php 1,443,565.65	

423,000.00

  
**SHIERA KRISTINE T. KING**  
OWNER OF QUIN TRADING

Duly authorized to sign Bid for and on behalf of QUIN TRADING





**PhilGEPS**

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

Bid Notice Abstract

Invitation to Bid (ITB)

**Reference Number** 10879077  
**Procuring Entity** MINDORO STATE UNIVERSITY  
**Title** SUPPLY AND DELIVERY OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY CAMPUS  
**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	ITB 2024-013	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	1
<b>Classification:</b>	Goods	<b>Document Request List</b>	9
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	22/05/2024
<b>Approved Budget for the Contract:</b>	PHP 1,444,354.08	<b>Last Updated / Time</b>	28/05/2024 14:33 PM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	10/06/2024 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	MARK LESTER A MAGPANTAY Head, BAC Secretariat Alcate Victoria Oriental Mindoro Philippines 5205 63-9-154612960  macmagpantay@minsu.edu.ph		

Description

Unit  
Item Description  
Quantity Statement of Compliance with the Schedule of Requirements  
Comply Not comply

Unit Description Quantity  
Lot 1- Office Supplies  
pcs 4 Layer Desk File Organizer 6  
pcs Book ends (7x5 1/2 x 7 1/2 inches, metal) 60  
pcs CD/DVD Case (acrylic, clear) 80  
pcs Certificate Holder (short) 35  
pcs Clear Folder (long) 25  
reams Coupon Bond (A4, subs. 20) 10  
re Coupon Bond (long, subs. 20) 10  
re Coupon Bond (short, subs. 20) 10  
pcs Duoble sided tape 10  
sets Ink #003 (B,C,Y,M) 8  
sets Ink #664 (B,C,Y,M) 8  
acks Laminating Film (125mic, 100s, A4) 12  
packs Matte Sticker Paper 9short, 10 sheets) 40  
boxes Ballpen (0.5, Black) 2  
boxes Ballpen (0.5, Blue) 2  
pcs Packaging Tape (2 inches) 11  
boxes Pencil (#2) 2  
rolls Plastic Cover (#6) 15  
pieces Scotch Tape (1 inch) 50  
packs Vellum Board (white, short, 200gsm, 10sheets) 30  
pcs White Folder (Short) 30



## Lot 2- Other Supplies

pieces Air Freshener (spray) 5  
 gallons Alcohol 70% solution 5  
 pieces Bathroom Deodorizer 20  
 pieces Battery (AA, Heavy duty) 10  
 pieces Battery (AAA, Heavy duty) 10  
 pieces Bleach (Big) 10  
 pieces Broom (walis tambo) 5  
 pieces Detergent 1 kilo 5  
 pieces Disinfectant spray 340g 4  
 pieces Dust pan 5  
 pieces Extension Wire (10m) 5  
 pieces Fabric Conditioner (800ml) 5  
 packs Garbage Bag (medium) 10  
 pieces Glass Cleaner (750ml) 5  
 gallons Liquid Hand Soap (anti-bacterial) 5  
 pieces Wall Clock 2  
 pcs LED Bulb 65 watts 138  
 sets LED Fluorescent 18 watts 100  
 pcs Thick tempered glass swing door 2

## Lot 3- ICT Equipment

## sets Desktop Computers 4

Processor: intel core 17-13700 processor (16 cores 24 threads 2.1GHz up to 5.2GHz, 30MB Intel Smart Cache) Memory: 8GB DDR4 3200MHz UDIMM Up to 32 GB Dual-channel DDR4 Storage: 256 GB M.2 2280 PCI-E SSD + 1 TB 3.5 inch 7200 RPM

## sets Desktop Computers 2

Processor: intel core i7-12700F (up to 4.9 GHz with Intel TurboBoost Technology, 25 MB L3 cache, 12 cores, 20 threads) Memory: 16 GB DDR4-3200 MHz RAM (1x16GB) Storage: 512 GB PCIe NVMe, M.2 SSD + 1 TB hdd  
 STORAGE: 512 GB SSD Storage

## sets Scanner 2

Overhead System for Flat & Bound Items, 285x283 dpi max Optical Resolution, 11.8 x 17" maximum scan Area, 1.1/" maximum document thickness, scan speed is 3 seconds per page, Multiple Document detection, Page turning detection: time mode, Auto Image Correction Functions, USB 2.0 Connectivity

## pcs UPS 10

Output power capacity: 1400 VA Output power: 700 W Input operation voltage (min): 150 V Input operation voltage (max): 280 V

## pcs External Hard Drive 2

Storage Capacity: 4TB

Connection Interface: USB 3.2/USB 3.1

Gen 1 (USB Micro-B)

Power Source: USB Bus Power

External Enclosure

Dimensions (L x W x H) 4.5 x 3.1 x 0.8" /

114.3 x 78.7 x 20.3 mm

Weight: 0.58 lb / 0.26 kg

## pcs Automatic Voltage Regulator (AVR) 10

Main Input Voltage: 230V

Main Output Voltage: 230V

rated power in W: 600W

rated power in VA: 1200VA

height: 11cm

width: 21cm

depth: 13.2cm

## pcs 8-port Desktop switch 3

8 Gigabit Auto-Negotiation RJ45 ports,

Supports Auto MDI / MDIX

Plastic case

Plug and play, no configuration required

Dimensions: 7.1 x 3.5 x 1.0 in. (180 x 90 x 25.5 mm)

## pcs Printer (print, scan, copy) 2

Print, Scan, Copy

Compact integrated tank design

Print speeds up to 15.5ipm for black and 8.5ipm for color

Auto-Duplex printing, ADF capability

Ethernet & Wi-Fi Direct

Seamless setup with Epson Smart Panel

Borderless Printing up to A4 size

Spill-free ink refilling

Paper Size: Legal (8.5 x 14"), 8.5 x 13", Letter, A4, B5, A5, A6, Hagaki (100 x 148 mm), 16K (195 x 270 mm), Indian-Legal (215 x 345 mm), B6, 5 x 7", 4 x 6", Envelopes #10, DL, C6

## pcs LCD Projector 1

3LCD 3-chip technology, 1920 x 1080 (Full HD), 4,000 lumens Color, 4,000 lumens white

## Lot 4- Furniture &amp; Fixtures

## pcs 3x5 Card Catalog Cabinet 3

## pcs Steel Filing Cabinet 2

4-Layer Vertical Steel Filing Cabinet with central locking system, Ga24 metal sheet, heavy duty, powder coated painting finish; charcoal grey color

## pcs Cabinet for Audio Visual Materials 2



wood with transparent glass door,  
5 layers, 142cm x 33cm x 80cm  
pcs Magazine rack (Wood) 5  
natural wood color, 80cm x 30cm x 80cm  
pcs Map stand (wood) 2  
15in x 12in x 22in, 20 compartment,  
2 3/4in x 2 3/4in size of compartment,  
natural wood color  
pcs steel Bookshelves 10  
Steel Book Shelves (5 layers)  
Heavy duty rack; size: 48x18x84  
Capacity per shelf: 341 kg.  
Made of: 3mm angle bar for legs  
3mm angle bar for shelves  
0.9 mm black iron sheets for shelves  
welded to the angle bar frame  
Lacquer spray finish  
pcs Steel Book cart 3  
Steel Book Cart (single-sided book cart)  
3 shelf; color: black; Capacity: 200lbs.  
Size: 39width x 14depth x 46height)  
With 4 locking industrial casters  
xx

### Pre-bid Conference

Date	Time	Venue
29/05/2024	11:00:00 AM	Online
<b>Remarks</b> Change Prebid Date		

**Created by** Annabelle Quinto Madrigal

**Date Created** 21/05/2024

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



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

THIS IS TO CERTIFY THAT

**QUIN TRADING**

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

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 28-Jun-2019 pursuant to Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that **QUIN 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 25-Oct-2024

Issued this 25th day of October 2023.  
This is a system generated certificate. No signature is required.

CERTIFIED TRUE COPY





## 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.*

  
CERTIFIED TRUE COPY

Certificate Reference No: 201906-35765-08590109

Amended Date as of April 22, 2024 10:14 pm

Page 2 of 3

<sup>1</sup>Refer to Section 4 of the Guidelines for the Use of the Government of the Philippines - Official Merchant's Registry



List of Eligibility Documents

of  
QUIN TRADING  
Masipit ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

DTI Certificate	DTI Certificate Number : 5870941 Issued By / Signatory : Alfredo E. Pascual Registration Date : 21-Mar-2024 Expiration Date : 21-Mar-2029
Mayors Permit	Expiration Date : 31-Dec-2024 Permit Number : 01900000277 Place of Issue : Calapan City Issued By / Signatory : Mayor Marilou F. Morillo Issuance Date : 03-Jan-2024
Tax Clearance	Expiration Date : 04-Oct-2024 TCC Number : TCBP NO RR9A 063 10 04 R1906 2023 M Issued By / Signatory : LEVINE F. ILAGAN Issuance date : 04-Oct-2023
Audited Financial Statement	Date of Filing : 17-Apr-2024 Current Asset : 893,569.95 Total Asset : 3,806,338.95 Current Liabilities : 21,355.00 Total Liabilities : 21,355.00 Name of Auditor : Marvin M. Celedio BIR RDO Code : 063
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :

CERTIFIED TRUE COPY





This certifies that

**QUIN 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

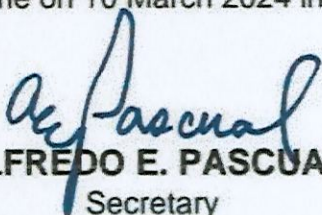
**SHIERA KRISTINE TANGONAN KING**

is valid from 21 March 2024 to 21 March 2029 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

**Certificate of Business Name Registration**

and issue the same on 10 March 2024 in the Philippines.

  
**ALFREDO E. PASCUAL**  
Secretary

**Business Name No.5870941**

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



OSTD542016004610





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

TAUMBAYAN ANG  
MA SUSUNOD

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= 21,920.00

TAXPAYER'S NAME KING, SHIERA KRISTINE T.	BUSINESS I.D. 01900000277	MODE OF PAYMENT Annually	DATE BILLED 1/3/2024	WHOLESALE/RETAILING Wholesaling/retailing ) Wholesaling/retailing )	STATUS R
NAME OF BUSINESS QUIN TRADING		LOCATION OF BUSINESS MASIPIT			BUSINESS PERMIT NUMBER
KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
BUSINESS TAX		17,600.00	0.00	17,600.00	
MAYOR'S PERMIT		3,050.00		3,050.00	
MAYORS PERMIT FEE		1,500.00			
EDUC'L SPECIAL PROGR		150.00			
DRAINAGE MAINTENANCE		150.00			
GARBAGE FEE		800.00			
FIRE AND SAFETY INSP		250.00			
SANITARY FEE		200.00			
MEDICAL FEE		200.00		200.00	
ANNUAL INSPECTION FEE		200.00		200.00	
BUSINESS STICKER		300.00		300.00	
SITE INSPECTION FEE		50.00		50.00	
OCCUPATIONAL FEE		440.00		440.00	
TAX CLEARANCE		30.00		30.00	
AAP.&RENEWAL OF BUS.FEE		50.00		50.00	
ENCODER		TOTALS		21,920.00	
ASSESSMENT REVIEWED BY:  EDUARD L. REYES Licensing Officer IV Officer In-charge of the Permits and License Section Office of the City Mayor		RECOMMENDING APPROVAL:  MARILOU F. MORILLO City Mayor		APPROVED BY:  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.					

CERTIFIED TRUE COPY





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-063-10-04-R1906-2023-M

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

## KING, SHIERA KRISTINE TANGONAN

(QUIN TRADING)  
Name of Taxpayer

MASIPIT, CITY OF CALAPAN (CAPITAL), ORIENTAL MINDORO

Address

**945-786-399-00000**

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 4th day of October, 2023.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL **OCTOBER 04, 2024** ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON SEPTEMBER 15, 2023 UNDER EFPS PAYMENT TRANSACTION NO. 236824498. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



*Ilagan*  
**LEVINE F. ILAGAN**  
Chief, Collection Division

*10/04/2023*



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

**CERTIFIED TRUE COPY**



BIR FORM

**2303**

REVISED: APRIL 2019

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

OCN: 063RC20220000003783

Date OCN Generated: October 21, 2022

UPDATED ON OCT 21 2022

**CERTIFICATE OF REGISTRATION**

TIN & BRANCH CODE 945-786-399-00000	NAME OF TAXPAYER KING, SHIERA KRISTINE TANGONAN	TIN ISSUANCE DATE March 29, 2019
REGISTERING OFFICE	X Head Office	Branch
REGISTERED ADDRESS MASIPIT 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
INDIVIDUAL INCOME TAX	1701Q	March 29, 2019	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
INDIVIDUAL INCOME TAX	1701	March 29, 2019	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
REGISTRATION FEE	0605	March 29, 2019	ANNUALLY	On or before the last day of January.
VALUE ADDED TAX	2550M	March 17, 2021	MONTHLY	Not later than the 20th day following the close of the month.
VALUE ADDED TAX	2550Q	March 17, 2021	QUARTERLY	Not later than the 25th day following the close of each taxable quarter.
WITHHOLDING TAX - EXPANDED/OTHERS	1601	February 3, 2020	MONTHLY	
WITHHOLDING TAX - EXPANDED/OTHERS	1601EQ	February 3, 2020	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	0619E	February 3, 2020	MONTHLY	On or before the 10th day of the month following the month in which withholding was made.
TAXPAYER TYPE/S	SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)			

**BUSINESS INFORMATION DETAILS**

		CATEGORY	REGISTRATION DATE
TRADE NAME 1 (PSIC)	QUIN TRADING 46510-WHOLESALE OF COMPUTERS, COMPUTER PERIPHERAL EQUIPMENT AND SOFTWARE	Secondary	March 29, 2019
Line of Business (PSIC)	WHOLESALE OF COMPUTERS, COMPUTER PERIPHERAL EQUIPMENT AND SOFTWARE		
(PSIC)	47610-RETAIL SALE OF BOOKS, NEWSPAPERS AND STATIONERY IN SPECIALIZED STORES	Primary	

CHANGE IN: REGISTERED LINE OF BUSINESS Page 1 of 3

CERTIFIED TRUE COPY



BIR FORM

2303

REVISED APRIL 2019

REPUBLIKA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG RENTAS INTERNAS  
REVENUE REGION NO. 00A - CADAMIRO (CAVITE-BATANGAS-MINDORO-ROMBLON)  
REVENUE DISTRICT OFFICE NO. 003 - CALAPAN, ORIENTAL MINDORO

OCN: 063RC20220000003783  
Date OCN Generated: October 21, 2022  
UPDATED ON 11/21/2022

CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 945-786-399-00000	NAME OF TAXPAYER KING, SHIERA KRISTINE TANGONAN	TIN ISSUANCE DATE March 29, 2019
REGISTERING OFFICE	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
REGISTERED ADDRESS MASIPIT 6200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

Line of Business	RETAIL SALE OF CULTURAL AND RECREATION GOODS 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 OTHER GOODS IN SPECIALIZED STORES		
(PSIC)	47111-RETAIL SELLING IN GROCERIES	Secondary	
Line of Business	RETAIL SELLING IN GROCERIES		
(PSIC)	46309-OTHER WHOLESALE OF FOOD, BEVERAGE AND TOBACCO, N.E.C.	Secondary	
Line of Business	OTHER WHOLESALE OF FOOD, BEVERAGE AND TOBACCO, N.E.C.		
(PSIC)	46421-WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS	Secondary	
Line of Business	WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS		
(PSIC)	47721-RETAIL SALE OF DRUGS AND PHARMACEUTICAL GOODS	Secondary	
Line of Business	RETAIL SALE OF DRUGS AND PHARMACEUTICAL GOODS		
(PSIC)	46593-WHOLESALE OF OFFICE MACHINERY EQUIPMENT INCLUDING OFFICE FURNITURE, FURNISHINGS, APPLIANCES AND VASES	Secondary	
Line of Business	WHOLESALE OF OFFICE MACHINERY EQUIPMENT INCLUDING OFFICE FURNITURE, FURNISHINGS, APPLIANCES AND VASES		

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.

CERTIFIED TRUE COPY



BIR FORM

**2303**

REVISED: APRIL 2019

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

OCN: 063RC2022000003783  
Date OCN Generated: October 21, 2022

UPDATED ON

OCT 21 2022

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 945-786-399-00000	<b>NAME OF TAXPAYER</b> KING, SHIERA KRISTINE TANGONAN	<b>TIN ISSUANCE DATE</b> March 29, 2019
<b>REGISTERING OFFICE</b>	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
<b>REGISTERED ADDRESS</b> MASIPIT 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

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. Revenue District Officer

**EMELITA R. ABO**  
REVENUE DISTRICT OFFICER  
(Signature over Printed Name)

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

**CERTIFIED TRUE COPY**



List of All Ongoing Government & Private Contracts including contracts awarded but not yet started

Business Name : QUIN TRADING  
Business Address : MASIPIIT, CALAPAN CITY

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works
			Description	%		Planned	Actual	
Government								
None.								
Private								
None.								
Total Cost								

NOTE: This statement shall be supported with:  
1 Notice of Award and/or Contract  
2. Notice to Proceed issued by the owner  
3 Certificate of Accomplishments signed by the owner or authorized representative

Submitted by: SHIERA KRISTINE T. KING  
(Printed Name & Signature)

Designation: OWNER OF QUIN TRADING  
Date: June 7, 2024

One of the technical documents required to be in the Eligibility Envelope of a prospective bidder is a list of all its on-going, completed, and awarded but not yet started contracts



List of Single Largest Government & Private Contracts Completed Which Are Similar In Nature

Business Name : QUIN TRADING  
Business Address : Masipit, Calapan City

Contract/Location Project Cost	Owner's Name Address Telephone Nos.	Nature of Work	Bidder's Role		Amount at Award Amount at Completion	Date Awarded Contract Effectivity
			Description	%		
Government						
PROCUREMENT OF ASSISTIVE DEVICES AND EQUIPMENT FOR THE SERVICE AREAS OF INCLUSIVE LEARNING RESOURCE CENTER (ILRC) AT ADRIATICO MEMORIAL SCHOOL	a. DepEd – Calapan City	Supply and delivery of assistive devices and equipment	Supplier	100%	a. Php 1,369,900.00	a. June 15, 2023
	b. Quezon Drive, hilltop, Calero, Calapan City				b. Php 1,369,900.00	b. June 16, 2023
	c. 043-288-1581					
PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER	a. DepEd – Oriental Mindoro	Supply and delivery of common office supplies, accessories & equipment	Supplier	100%	c. Php 975,204.00	c. March 11, 2022
	b. Sta. Isabel, Calapan City				d. Php 975,204.00	d. March 25, 2022
	c. 043-288-7810					

NOTE: This statement shall be supported with:

- 1 Contract
- 2. Certificate of Completion
- 3 Certificate of Acceptance

Submitted by : Shiera Kristine T. King  
(Printed Name & Signature)  
Designation : Owner of Quin Trading  
Date : June 7, 2024





Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
**SCHOOLS DIVISION OF CALAPAN CITY**

Office of the Schools Division Superintendent

**NOTICE OF AWARD**

**JUN 15 2023**

**SHIERA KRISTINE T. KING**

Proprietress, Quin Trading  
Masipit, Calapan City

PROJECT: **PROCUREMENT OF ASSISTIVE DEVICES AND EQUIPMENT FOR  
THE SERVICE AREAS OF INCLUSIVE LEARNING RESOURCE  
CENTER (ILRC) AT ADRIATICO MEMORIAL SCHOOL**

Dear Madam:

We are pleased to notify you that your bid for the Project, is hereby accepted in the total amount of **One Million Three Hundred Sixty Nine Thousand Nine Hundred Pesos (P1,369,900.00) only** with the following details:

Project Description	Location	Contract Duration	Contract Amount
Lot A - Furniture	Adriatico Memorial School	83 calendar days	P 435,300.00
Lot C – ICT Equipment			P 934.600.00
TOTAL			<b>P 1,369,900.00</b>

Please affix your signature on the space provided below to indicate your acceptance of this notice and the bid price after having been evaluated in accordance with the issued Bidding Documents. You are hereby required to enter into a formal contract with us and submit a Performance Security amounting to ten percent (10%) of the total contract price in any of the following forms within ten (10) calendar days from receipt of this notice:

- cash;
- cashier's check, or manager's check issued by a universal or commercial bank;
- bank draft, bank guarantee or irrevocable letter of credit issued by a universal or commercial bank, provided, that it shall be confirmed or authenticated by a universal or commercial bank if issued by a foreign bank;

Page 1 of 2

BAC SEC-Infra



Hilltop, Calero, Calapan City  
(043) 288-1581 / [depdep.calapan@depdep.gov.ph](mailto:depdep.calapan@depdep.gov.ph)

CERTIFIED TRUE COPY





Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
**SCHOOLS DIVISION OF CALAPAN CITY**

**Office of the Schools Division Superintendent**

The performance security shall be callable on demand without the necessity on our part to substantiate our demand or prove or show reasons for our demand for the total sum specified herein.


Failure to enter into a contract with us or submit the Performance Security shall constitute a sufficient ground for cancellation of this award, forfeiture of your bid security or enforcement of your Bid Securing Declaration, and imposition of appropriate sanctions.

Please return the original copy of this Notice to the DepEd Schools Division Office of Calapan City through its BAC Secretariat located at Hilltop, Calero, Calapan City within two (2) days from date of your receipt.

Very truly yours,

  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent

CONFORME:

  
**SHIERA KRISTINE T. KING**  
Proprietress  
Masipit, Calapan City

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

BAC SEC-Infra

Page 2 of 2



Hilltop, Calero, Calapan City  
(043) 288-1581 / [deped.calapan@deped.gov.ph](mailto:deped.calapan@deped.gov.ph)

  
CERTIFIED TRUE COPY





Republic of the Philippines  
Department of Education  
MIMAROPA REGION  
SCHOOLS DIVISION OF CALAPAN CITY

PROCUREMENT OF ASSISTIVE DEVICES AND EQUIPMENT FOR THE SERVICE  
AREAS OF INCLUSIVE LEARNING RESOURCE CENTER (ILRC) AT ADRIATICO  
MEMORIAL SCHOOL

CONTRACT AGREEMENT

Contract No: 2023-001

THIS CONTRACT, made and entered into this JUN 16 2023, 2023  
by and between the Department of Education/Schools Division of Calapan  
City, located at Hilltop, Calero, Calapan City, represented herein by its School  
Division Superintendent, **SUSANA M. BAUTISTA**, hereinafter referred to as the  
"Owner" of the one part and, **Quin Trading** represented herein by its  
**Proprietress, SHIERA KRISTINE T. KING**, with office address at Masipit,  
Calapan City, hereinafter referred to as the "Supplier" of the other part;

**WHEREAS**, the Entity invited Bids for certain goods and ancillary  
services, particularly in the procurement and delivery of Furniture and ICT  
Equipment for the Inclusive Learning Resource Center (ILRC) at Adriatico  
Memorial School and has accepted a Bid by the Supplier for the supply of those  
goods in the sum of **One Million Three Hundred Sixty Nine Thousand Nine  
Hundred Pesos (P1,369,900.00)**, hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same  
meanings as are respectively assigned to them in the Conditions of  
Contract referred to.
2. The following documents as required by the 2016 revised  
Implementing Rules and Regulations of Republic Act No. 9184 shall  
be deemed to form and be read and construed as integral part of this  
Agreement, *viz.*:
  - i. Philippine Bidding Documents (PBDs);
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract; and

SGOD/BAC/RPC



Quezon Drive, Hilltop, Calero, Calapan City  
SDO Telefax: (043) 288-1581  
SDO Email Address: deped.calapan@deped.gov.ph

CERTIFIED TRUE COPY



iv. Supplemental or Bid Bulletins, if any

- ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- iii. Performance Security;

- iv. Notice of Award of Contract; and the Bidder's conformance thereto; and

- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of **One Million Three Hundred Sixty Nine Thousand Nine Hundred Pesos (P1,369,900.00)** or such other sums as may be ascertained, **Quin Trading** agrees to completely deliver the object of the Contract described below, in accordance with his/her/its Bid,

Lot	Description	Total
A	Furniture	435,300.00
C	ICT Equipment	934,600.00
TOTAL		1,369,900.00

4. The Schools Division of Calapan City agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

*[Signature]*  
Joyce Karen F. Bayosa  
SUPPLIER'S WITNESS

*[Signature]*  
SHIERA KRISTINE T. KING  
Procurement Officer  
SUPPLIER

*[Signature]*  
CYNTHIA ELEONOR G. MANALO  
ASDS/BAC Chair  
OWNER'S WITNESS

*[Signature]*  
SUSANA M. BAUTISTA  
Schools Division Superintendent  
OWNER

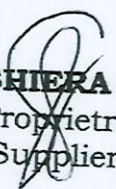


IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

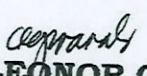
SIGNED, SEALED AND DELIVERED BY:

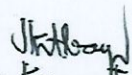
DepED – Schools Division of Calapan City Quin Trading

  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent  
(Owner)

  
**SHIERA KRISTINE T. KING**  
Proprietress  
(Supplier)

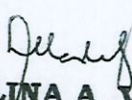
SIGNED IN THE PRESENCE OF:

  
**CYNTHIA ELEONOR G. MANALO**  
ASDS/BAC Chair  
(Owner's Witness)

  
**Joyce Karen F. Bayosa**  
(Supplier's Witness)

**Certified as to Availability of Funds:**

Amount: ₱ 2,800,000.00  
SARO No.: ASEC-4B-22-7915

  
**LEA BELINA A. VILLA DEL REY**  
Budget Officer II

  
CERTIFIED TRUE COPY



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

### ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in CALAPAN CITY, Philippines, this  
15 day of JAN, 2023, personally appeared:

### RESIDENCE CERTIFICATE

NAME

NUMBER ISSUED ON ISSUED AT

**SUSANA M. BAUTISTA**

05104998 Jan. 11, 2023 Calapan City

Schools Division Superintendent  
Owner

**SHIERA KRISTINE T. KING**

05137090 Jan. 12, 2023 Calapan City

Proprietress  
Supplier

Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is the free and voluntary act and deed of the entities which they respectively represent.

The foregoing instrument is a CONTRACT consisting of four (4) pages (exclusive of attachments), including this page on which this acknowledgment is written and signed by the parties and their instrument witnesses on the left-hand margin of each and every page hereof.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above written.

Doc. No. 54  
Page No. 12  
Book No. 110  
Series of 2023

Notary Public

**ATTY. RAYMOND JOEL L. BALBUENA**  
Roll of Attorney's No. 61087  
IBP Lifetime No. 010769  
PTR No. 1029365  
MCLE Compliance No. VII-0005057  
Notarial Commission until December 31, 2024

CERTIFIED TRUE COPY





Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
**SCHOOLS DIVISION OF CALAPAN CITY**

Office of the Schools Division Superintendent

**NOTICE TO PROCEED**

JUN 20 2023

**SHIERA KRISTINE T. KING**  
Proprietress, Quin Trading  
Masipit, Calapan City

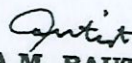
PROJECT: **PROCUREMENT OF ASSISTIVE DEVICES AND EQUIPMENT FOR  
THE SERVICE AREAS OF INCLUSIVE LEARNING RESOURCE  
CENTER (ILRC) AT ADRIATICO MEMORIAL SCHOOL**

Dear Madam:

The attached Contract Agreement having been approved, notice is hereby given to **Quin Trading** that work may commence for the **Procurement of Assistive Devices and Equipment for the Service Areas of Inclusive Learning Resource Center (ILRC) - Lot A - Furniture and Lot C - ICT Equipment at Adriatico Memorial School**, effective on the date reckoned from receipt of this notice.

Upon receipt hereof, you are responsible for performing the services under the terms and conditions of the Contract Agreement and in accordance with the Implementation Schedule to be agreed by the parties. Please acknowledge receipt and acceptance of this Notice to Proceed by signing on the space provided below. Kindly return the original copy to the **Schools Division Office, Calapan City**.

Very truly yours,

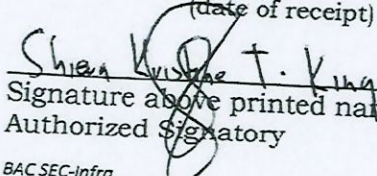
  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent

For:

**Quin Trading**

I acknowledge receipt of this  
Notice on \_\_\_\_\_

(date of receipt)

  
Signature above printed name of  
Authorized Signatory

BAC SEC-Infra



SDO Telefax: (043) 288-1581  
SDO Email Address: [deped.calapan@deped.gov.ph](mailto:deped.calapan@deped.gov.ph)

  
CERTIFIED TRUE COPY



**PURCHASE ORDER**  
Department of Education  
Region IV (MIMAROPA)  
Schools Division of Calapan City  
Quezon Drive, Calero, Calapan City

Supplier : QUIN TRADING		P.O. No. : 2023-06-055			
Address : CALAPAN CITY		DATE: June 30, 2023			
TIN : 945-786-399		Mode of Procurement : SVP			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery :		Delivery Term :			
Date of Delivery :		Payment Term : LDDAP			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		LOT A-Furnitures			
		Wooden File Cabinet with Door and Handle			
	PC	90x120x178cm	1	27000.00	27000.00
		3/4 marine plywood			
		white finish			
		Wooden File Cabinet w/o Door and Handle			
	PC	90x120x178cm	1	23400.00	23400.00
		3/4 marine plywood			
		white finish			
	PC	Steel Filling Cabinet	4	23400.00	93600.00
		90x45x138 (white color), 4 Layers			
	PC	Whiteboard with Installation (Fabricated) 4x8	3	8100.00	24300.00
	PC	Wooden Rectangular Table	2	10800.00	21600.00
		6 seaters			
		90x170x74cm			
		3/4 marine plywood			
		Caramel brown paint finish			
	PC	School Chair	43	2700.00	116100.00
		37x91x40.5x39.5cm			
		Mahogany wood			
		All wood materials			
		Caramel brown paint finish (See attached sketch/picture)			
	PC	Teachers' Chair	1	3600.00	3600.00
		40x50x90cm			
		All wood materials			
		Caramel brown paint finish			
		foam upholstered			
	PC	Wooden Cabinet with Shelves (A)	1	27000.00	27000.00
		90x120x178cm			
		3/4 marine plywood			
		white finish			
	PC	Wooden Cabinet with Shelves (B)	1	27000.00	27000.00
		90x120x178cm			
		3/4 marine plywood			
		white finish			

page 1 of 4

**CERTIFIED TRUE COPY**



		with lockable door			
	PC	Rectangular Table (9 Seater)	1	14400.00	14400.00
		90x240x74cm			
		3/4 marine plywood			
		Caramel brown paint finish			
	PC	Rectangular Table ( 8 Seater) Fabricated	1	14400.00	14400.00
		90x220x74cm			
		3/4 marine plywood			
		Caramel brown paint finish			
	PC	Oblong Table (6 Seater)	1	14400.00	14400.00
		90x170x74cm			
		3/4 marine plywood			
		Caramel brown paint finish			
	PC	Rectangular Table (With 6 Electrical Outlets) - Fabricate	1	19000.00	19000.00
		6 seaters			
		90x170x74cm			
		3/4 marine plywood			
		Caramel brown paint finish			
	SET	Teacher's Table with Chair (Single Seater)	1	9500.00	9500.00
		Table 74x70x60cm			
		3/4 marine plywood top			
		3/4 mahogany (senepa) marine			
		Caramel brown paint finish			
		Chair 40x50x90cm			
		All wood materials			
		Caramel brown paint finish			
		LOT C- ICT Equipment			
	PC	Laptop	6	48100.00	288600.00
		Intel Core i5-1021u/(16) 8gb DDR4 Memory			
		512gb SSD/Intel UHD 620 Graphics			
		14' 1920x10080pFHD Display/Space Gray			
		Windows 10 Pro			
	PC	Portable scanner	1	20500.00	20500.00
		Scanner Type:A4 sheet-fed, simplex colour scannerSensor Type:CISLight Source:RGB LEDOptical Resolution:600 x 600 dpiOutput Resolution:50 – 1,200 dpi (in 1 dpi increments)Scanner Bit Depth (Colour):48-bit input, 24-bit outputScanner Bit Depth (Grayscale):16-bit input, 8-bit outputScanner Bit Depth (Black & White):16-bit input, 1-bit outputMax Document Size:216 x 1,117mmOutput File Formats:Epson Scan 2: JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG			
		Document Capture Pro (Win): JPEG, BMP, PDF, Searchable PDF, TIFF, Multi-TIFF, PNG, DOCX, XLSX, PPTX			
	PC	Printer 3 in 1 (print, scan, copy)	6	17500.00	105000.00

PO # 2023-06-055  
page 2 of 4

CERTIFIED TRUE COPY



		Print Method:On-demand inkjet (Piezoelectric)Printer Language:ESC/P-R, ESC/P RasterNozzle Configuration:180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow)Maximum Resolution:5760 x 1440 dpiAutomatic 2-sided Printing:No			
		Photo Default - 10 x 15 cm / 4 x 6 " *1:Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless)*2Draft, A4 (Black / Colour):Up to 33.0 ppm / 15.0 ppm*2ISO 24734, A4 Simplex (Black / Colour):Up to 10.0 ipm / 5.0 ipm*2First Page Out Time from Ready Mode (Black / Colour):Approx. 10 sec / 16 sec*2			
	UNIT	Copier	2	39000.00	78000.00
		KEY FUNCTIONS			
		Automatic 2-sided Print, Scan, Copy and Fax and Wireless Connectivity			
		PRINT FUNCTIONS			
		Print Speed (A4/Letter) Up to 40 / 42 ppm*			
		Print Resolution Up to 1200 x 1200 dpi			
		First Print Out Time (Ready) Less than 7.2 secs			
		Double-sided Feature Automatic 2-sided Print / Scan / Copy / Fax			
		Special Print Functions N-in-1 Printing, Poster Printing (Windows®), Watermark Printing (Windows®)			
		Header-Footer Printing (Windows®), Secure Print			
		Print Language PCL6, BR-Script3, IBM Proprinter XL, Epson FX-850, PDF Version 1.7, XPS Version 1.0			
		Quiet Mode Yes			
		COPY FUNCTIONS			
		Copy Speed (A4/Letter) Up to 40 / 42 cpm			
		Copy Resolution 1200 x 600 dpi			
		Reduction / Enlargement Ratio 25% - 400% in 1% increments			
		Multi Copy / Stack Up to 99 copies			
		SCAN FUNCTIONS			
		Scan Type Monochrome / Colour - ADF or Flatbed			
		Dual Scanner (Method) Yes (Dual CIS)			
		Resolution (Optical/Enhanced) Up to 1200 x 1200 dpi / Up to 19,200 x 19,200 dpi			
		Scan Functions Scan to Email, Image, OCR, File, Email Server, FTP, SFTP, USB and Network (Windows only)			
		Scanning Speed (Mono/Color) Multiple sheets Up to 28/20 ipm***			
		FAX FUNCTIONS			
		Modem Speed 33.6Kbps Super G3			
		Transmission Speed (Mono) Approximately 2.5 secs (ITU-T Test Chart, Std Resolution, JBIG)			
		Memory Transmission / Out-of Paper Reception Up to 500 pages (ITU-T Test Chart, Std Resolution, JBIG)			
		Speed Dial 300 Locations			
		Group Dials 20 Groups			
		Broadcasting 350 Locations			
		PC Faxing Sending (Available for Windows®, Mac® [FaxShare Software by Brother], Linux® [LPR / CUPS PC-FAX Send Driver])			
		Receiving (Available for Windows®)			
		Other Fax Features Duplex Fax Send, Internet Fax (Simple mode), Auto Reduction, Delay Timer (Up to 50), Error Correction Mode, Fax Retrieval,			

Def 2023-06-05  
page 3 of 4

CERTIFIED TRUE COPY







## CHARGE INVOICE

Date: 08-12-2023

CHARGED to: Dep Ed Calapan City  
 Address: Calero Calapan City Oriental Mindoro  
 TIN: \_\_\_\_\_  
 OSCAPWD ID No: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_  
 Bus. Style: \_\_\_\_\_

QTY.	UNIT	ARTICLES	U - Price	AMOUNT
1	pc	Wooden File Cabinet with Door and Handle	27,000.00	27,000.00
1	pc	Wooden File Cabinet with Door and Handle	23,400.00	23,400.00
4	pc	Steel Filing Cabinet	23,400.00	93,600.00
3	pcs	Whiteboard w/ Installation	8,000.00	24,000.00
1	pc	Wooden Rectangular Table	10,500.00	10,500.00
43	pc	School Chair	2,700.00	116,100.00
Total Sales (VAT Inclusive)				
Less: VAT				
VATable Sales				Amount Net of VAT
VAT-Exempt Sales				Less: OSCAPWD Discount
Zero Rated Sales				Amount Due
VAT Amount				Add: VAT
TOTAL AMOUNT DUE				

50 Bldg. (3) 0001-2500  
 BIR Authority to Print No. 1A0000217033  
 Date Issued: 08-18-21; Valid until: 08-18-26  
 CLA PRINTING SERVICES  
 Commercial Staff & G, Calero, Calapan City, Oriental Mindoro  
 Tel. No. (043) 288-7398 / 09102154137 / 09055700200  
 THIS CHARGE INVOICE SHALL BE VALID UP TO MARCH 19, 2026

Cashier/Authorized Representative  
 Printer's Accreditation No. 051MP201800000000011  
 Date Issued: 05-21-18

Nº 0316

## CHARGE INVOICE

Date: 08-12-2023

CHARGED to: Dep Ed Calapan City  
 Address: Calero Calapan City Oriental Mindoro  
 TIN: \_\_\_\_\_  
 OSCAPWD ID No: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_  
 Bus. Style: \_\_\_\_\_

QTY.	UNIT	ARTICLES	U - Price	AMOUNT
1	pc	Teachers' Chair	3,600.00	3,600.00
1	pc	Wooden Cabinet with Shelves (A)	27,000.00	27,000.00
1	pc	Wooden Cabinet with Shelves (B)	27,000.00	27,000.00
1	pc	Rectangular Table 9 seater	14,400.00	14,400.00
1	pc	Rectangular Table 8 seater	14,400.00	14,400.00
1	pc	Oblong Table 6 seater	14,400.00	14,400.00
Total Sales (VAT Inclusive)				
Less: VAT				
VATable Sales				Amount Net of VAT
VAT-Exempt Sales				Less: OSCAPWD Discount
Zero Rated Sales				Amount Due
VAT Amount				Add: VAT
TOTAL AMOUNT DUE				

50 Bldg. (3) 0001-2500  
 BIR Authority to Print No. 1A0000217033  
 Date Issued: 08-18-21; Valid until: 08-18-26  
 CLA PRINTING SERVICES  
 Commercial Staff & G, Calero, Calapan City, Oriental Mindoro  
 Tel. No. (043) 288-7398 / 09102154137 / 09055700200  
 THIS CHARGE INVOICE SHALL BE VALID UP TO MARCH 19, 2026

Cashier/Authorized Representative  
 Printer's Accreditation No. 051MP201800000000011  
 Date Issued: 05-21-18

Nº 0315

## CHARGE INVOICE

Date: 08-12-2023

CHARGED to: Dep Ed Calapan City  
 Address: Calero Calapan City Oriental Mindoro  
 TIN: \_\_\_\_\_  
 OSCAPWD ID No: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_  
 Bus. Style: \_\_\_\_\_

QTY.	UNIT	ARTICLES	U - Price	AMOUNT
1	pc	Rectangular Table w/ 6 electrical Outlet	19,000.00	19,000.00
1	set	Teacher's Table w/ Chair	9,500.00	9,500.00
4	pc	Laptop	49,100.00	196,400.00
1	pc	Portable Scanner	20,000.00	20,000.00
4	pcs	Printer 3 in 1	17,500.00	70,000.00
2	unit	Copier	39,000.00	78,000.00
Total Sales (VAT Inclusive)				
Less: VAT				
VATable Sales				Amount Net of VAT
VAT-Exempt Sales				Less: OSCAPWD Discount
Zero Rated Sales				Amount Due
VAT Amount				Add: VAT
TOTAL AMOUNT DUE				

50 Bldg. (3) 0001-2500  
 BIR Authority to Print No. 1A0000217033  
 Date Issued: 08-18-21; Valid until: 08-18-26  
 CLA PRINTING SERVICES  
 Commercial Staff & G, Calero, Calapan City, Oriental Mindoro  
 Tel. No. (043) 288-7398 / 09102154137 / 09055700200  
 THIS CHARGE INVOICE SHALL BE VALID UP TO MARCH 19, 2026

Cashier/Authorized Representative  
 Printer's Accreditation No. 051MP201800000000011  
 Date Issued: 05-21-18

Nº 0316

## CHARGE INVOICE

Date: 08-12-2023

CHARGED to: Dep Ed Calapan City  
 Address: Calero Calapan City Oriental Mindoro  
 TIN: \_\_\_\_\_  
 OSCAPWD ID No: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_  
 Bus. Style: \_\_\_\_\_

QTY.	UNIT	ARTICLES	U - Price	AMOUNT
7	set	Tablet w/ Screen Protector and Rubber Case	11,500.00	80,500.00
6	set	Desktop Computer Set	49,000.00	294,000.00
1	pc	Projector	49,000.00	49,000.00
Total Sales (VAT Inclusive)				
Less: VAT				
VATable Sales				Amount Net of VAT
VAT-Exempt Sales				Less: OSCAPWD Discount
Zero Rated Sales				Amount Due
VAT Amount				Add: VAT
TOTAL AMOUNT DUE				

50 Bldg. (3) 0001-2500  
 BIR Authority to Print No. 1A0000217033  
 Date Issued: 08-18-21; Valid until: 08-18-26  
 CLA PRINTING SERVICES  
 Commercial Staff & G, Calero, Calapan City, Oriental Mindoro  
 Tel. No. (043) 288-7398 / 09102154137 / 09055700200  
 THIS CHARGE INVOICE SHALL BE VALID UP TO MARCH 19, 2026

Cashier/Authorized Representative  
 Printer's Accreditation No. 051MP201800000000011  
 Date Issued: 05-21-18

Nº 0317

CERTIFIED TRUE COPY



## QUIN TRADING

Masipit, Calapan City, Oriental Mindoro  
SHERA KRISTINE T. KING- Prop.  
VAT Reg. TIN 945-786-399-000

### COLLECTION RECEIPT

Date November 07, 2023

Received from Dep. En Calapan with TIN 000-863-959-566

and address at Calapan Calapan City

engaged in the business style of Government the sum

One Million Two Hundred Eighty Two Thousand Eight Hundred Thirteen Pesos

pesos (P 1,282,813.9) In partial/full payment for for Equipment 8 33 / 100 Only

Series: (C) 0001-2500

Authority to Print No. 141/0002317833

Issued: 02-18-71, valid until 03-19-76

CLA PRINTING SERVICES

Commercial Staff P&G, Calapan City, Oriental Mindoro

VAT TIN: 945-486-793-000

Tel. No. (043) 225-7306 / 09322194137 / 09055708080

By: [Signature]

Cashier / Authorized Representative

Printer's Accreditation No. 06364P2016000000000013

Date issued: 08-21-18

**NO 0128**

THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES\*

THIS COLLECTION RECEIPT SHALL BE VALID UP TO MARCH 19, 2026

CERTIFIED TRUE COPY





Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OF CALAPAN CITY

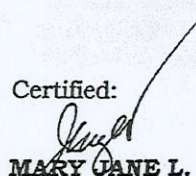
**CERTIFICATE OF COMPLETION**

This is to certify the completion of the **CONTRACT** entered on June 16, 2023, for the **PROCUREMENT OF ASSISTIVE DEVICES AND EQUIPMENT FOR THE SERVICE AREAS OF INCLUSIVE LEARNING RESOURCE CENTER (ILRC) AT ADRIATICO MEMORIAL SCHOOL.**

In consideration for the sum of ONE MILLION THREE HUNDRED SIXTY-NINE THOUSAND NINE HUNDRED PESOS (Php 1,369,900.00), QUIN TRADING completely delivered the object of the **CONTRACT** described below, on August 12, 2023, which is in accordance with his/her/its Bid of 83 calendar days from June 20, 2023 which is the date of Notice to Proceed.

LOT	Description	Total
A	Furniture	Php 435,300.00
B	ICT Equipment	Php 934,600.00
TOTAL		Php 1,369,900.00

Certified:

  
**MARY JANE L. GUAVIS**  
Supply Officer II



Quezon Drive, Hilltop, Calero, Calapan City  
SDO Telefax: (043) 288-1581  
SDO Email Address: [deped.calapan@deped.gov.ph](mailto:deped.calapan@deped.gov.ph)

  
CERTIFICATE COPY



# RECEIPT OF DELIVERY AND ACCEPTANCE

Name of Project: Assistive Devices and Equipment for the Service Areas of Inclusive Learning Center (ILRC) at Adriatico Memorial School

Procuring Entity: DepEd - Schools Division of Calapan City

Date of Delivery: 08-12-2023

Invoice Number/s: 0314-0317

No.	Description	Qty	Unit	Price/u	Total	Remarks
	<b>LOTA - Furnitures</b>					
1	Wooden File Cabinet with Door and Handle 90x120x178cm 3/4 marine plywood white finish	1	pc	27,000.00	27,000	delivered-accepted
2	Wooden File Cabinet w/o Door and Handle 90x120x178cm 3/4 marine plywood white finish	1	pc	23,400.00	23,400	delivered-accepted
3	Steel Filling Cabinet 90x45x138 (white color), 4 Layers	4	pc	23,400.00	93,600	delivered-accepted
4	Whiteboard with Installation (Fabricated) 4x8	3	pc	8,100.00	24,300	delivered-accepted
5	Wooden Rectangular Table 6 seaters 90x170x74cm 3/4 marine plywood Caramel brown paint finish	2	pc	10,800.00	21,600	delivered-accepted
6	School Chair 37x91x40.5x39.5cm Mahogany wood All wood materials Caramel brown paint finish (See attached sketch/picture)	43	pc	2,700.00	116,100	delivered-accepted
7	Teachers' Chair 40x50x90cm All wood materials Caramel brown paint finish foam upholstered	1	pc	3,600.00	3,600	delivered-accepted
8	Wooden Cabinet with Shelves (A) 90x120x178cm 3/4 marine plywood white finish	1	pc	27,000.00	27,000	delivered-accepted
9	Wooden Cabinet with Shelves (B) 90x120x178cm 3/4 marine plywood white finish with lockable door	1	pc	27,000.00	27,000	delivered-accepted
10	Rectangular Table (9 Seater) 90x240x74cm 3/4 marine plywood Caramel brown paint finish	1	pc	14,400.00	14,400	delivered-accepted
11	Rectangular Table ( 8 Seater) Fabricated 90x220x74cm 3/4 marine plywood Caramel brown paint finish	1	pc	14,400.00	14,400	delivered-accepted
12	Oblong Table (6 Seater) 90x170x74cm 3/4 marine plywood Caramel brown paint finish	1	pc	14,400.00	14,400	delivered-accepted
13	Rectangular Table (With 6 Electrical Outlets) - Fabricated 6 seaters 90x170x74cm 3/4 marine plywood Caramel brown paint finish	1	pc	19,000.00	19,000	delivered-accepted
14	Teacher's Table with Chair (Single Seater)	1	set	9,500.00	9,500	delivered-accepted



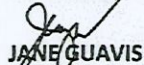
	Table 74x70x60cm 3/4 marine plywood top 3/4 mahogany (senepa) marine Caramel brown paint finish Chair 40x50x90cm All wood materials Caramel brown paint finish					
	Subtotal - Lot A				435,300	
	<b>LOT C - ICT Equipment</b>					
1	Laptop	6	pc	48,100.00	288,600	delivered-accepted
	Intel Core i5-1021u/(16) 8gb DDR4 Memory 512gb SSD/Intel UHD 620 Graphics 14" 1920x1080pFHD Display/Space Gray Windows 10 Pro					
2	Portable scanner	1	pc	20,500.00	20,500	delivered-accepted
	Scanner Type:A4 sheet-fed, simplex colour scannerSensor Type:CISLight Source:RGB LEDOptical Resolution:600 x 600 dpiOutput Resolution:50 – 1,200 dpi (in 1 dpi increments)Scanner Bit Depth (Colour):48-bit input, 24-bit outputScanner Bit Depth (Grayscale):16-bit input, 8-bit outputScanner Bit Depth (Black & White):16-bit input, 1- bit outputMax Document Size:216 x 1,117mmOutput File Formats:Epson Scan 2: JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG Document Capture Pro (Win): JPEG, BMP, PDF, Searchable PDF, TIFF, Multi-TIFF, PNG, DOCX, XLSX, PPTX					
3	Printer 3 in 1 (print, scan, copy)	6	pc	17,500.00	105,000	delivered-accepted
	Print Method:On-demand inkjet (Piezoelectric)Printer Language:ESC/P-R, ESC/P RasterNozzle Configuration:180 x 1 nozzles Black, 59 x 1 nozzles per Colour (Cyan, Magenta, Yellow)Maximum Resolution:5760 x 1440 dpiAutomatic 2-sided Printing:No Photo Default - 10 x 15 cm / 4 x 6 " *1:Approx. 69 sec per photo (Border) / 90 sec per photo (Borderless)*2Draft, A4 (Black / Colour):Up to 33.0 ppm / 15.0 ppm*2ISO 24734, A4 Simplex (Black / Colour):Up to 10.0 ipm / 5.0 ipm*2First Page Out Time from Ready Mode (Black / Colour):Approx. 10 sec / 16 sec*2					
4	Copier	2	Unit	39,000.00	78,000	delivered-accepted

*[Signature]*



	<b>KEY FUNCTIONS</b> Automatic 2-sided Print, Scan, Copy and Fax and Wireless Connectivity <b>PRINT FUNCTIONS</b> Print Speed (A4/Letter) Up to 40 / 42 ppm* Print Resolution Up to 1200 x 1200 dpi First Print Out Time (Ready) Less than 7.2 secs Double-sided Feature Automatic 2-sided Print / Scan / Copy / Fax Special Print Functions N-In-1 Printing, Poster Printing (Windows*), Watermark Printing (Windows*) Header-Footer Printing (Windows*), Secure Print Print Language PCL6, BR-Script3, IBM Proprinter XL, Epson FX-850, PDF Version 1.7, XPS Version 1.0 Quiet Mode Yes <b>COPY FUNCTIONS</b> Copy Speed (A4/Letter) Up to 40 / 42 cpm Copy Resolution 1200 x 600 dpi Reduction / Enlargement Ratio 25% - 400% in 1% Increments Multi Copy / Stack Up to 99 copies <b>SCAN FUNCTIONS</b> Scan Type Monochrome / Colour - ADF or Flatbed Dual Scanner (Method) Yes (Dual CIS) Resolution (Optical/Enhanced) Up to 1200 x 1200 dpi / Up to 19,200 x 19,200 dpi Scan Functions Scan to Email, Image, OCR, File, Email Server, FTP, SFTP, USB and Network (Windows only) Scanning Speed (Mono/Color) Multiple sheets Up to 28/20 lpm*** <b>FAX FUNCTIONS</b> Modem Speed 33.6Kbps Super G3 Transmission Speed (Mono) Approximately 2.5 secs (ITU-T Test Chart, Std Resolution, JBIG) Memory Transmission / Out-of Paper Reception Up to 500 pages (ITU-T Test Chart, Std Resolution, JBIG) Speed Dial 300 Locations Group Dials 20 Groups Broadcasting 350 Locations PC Faxing Sending (Available for Windows*, Mac* / FaxShare)					
4	Tablet with Screen Protector And Rubber Case	7	set	15,500.00	108,500	delivered-accepted
	MediaTek Helio G80 (8C, 2x A75 @2.0GHz + 6x A55 @1.8GHz) 3GB 32GB MicroSD Card Up to 1TB 10.61" 2K (2000x1200) IPS 400nits, 72% NTSC, Touch 10-point Multi-touch 11a/b/g/n/ac, 1x1 + BT5.0 WIFI MicroSD Card Slot None Storm Grey PC + ABS, Metal Front 8.0MP (RGB) / Rear 8.0MP (RGB) Mono No Integrated 7500mAh (Min.) / 7700mAh (Typ.) Android 12 or later					
5	Desktop computer set	6	set	49,000.00	294,000	delivered-accepted
	12th Gen Core i5-12400/8GB/256SSD 1TB HDD (Hybrid)/Intel UHD graphics Win11 Home SL with Office for Home and Student +19" monitor					
6	Projector	1	pc	40,000.00	40,000	delivered-accepted
	LED; 550 lumens; 16:09; 802.11a/b/g/n/ac wireless /; AirPlay 2; DLP projector; portable; Full HD (1920 x 1080) 1080p; white color					
	Subtotal - Lot C				934,600	
	Grand Total				1,369,900	

Certified by:

  
JANE GUAVIS

Signature over Printed Name

Designation: Supply Officer

  
CERTIFIED TRUE COPY





Republic of the Philippines  
Department of Education  
MIMAROPA REGION

SCHOOLS DIVISION OF ORIENTAL MINDORO

Bids and Awards Committee (BAC)

NOTICE OF AWARD

March 11, 2022

**SHERA KRISTINE T. KING**

Proprietor

Quin Trading

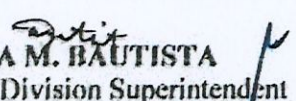
Masipit, Calapan City, Oriental Mindoro

Ms. King:

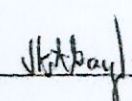
We are pleased to notify you that per BAC Resolution No. 2021-002 dated March 9, 2022, the **PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER** is hereby awarded to you as the Bidder with the Lowest Calculated Responsive Bid (LCRB) under Section 36, Single Calculated Responsive Bid (SCRB) of the Revised Implementing Rules and Regulation (IRR) of Republic Act 9184 at a Contract Price equivalent to *Nine Hundred Seventy-Five Thousand Two Hundred Four Pesos Only (P975,204.00)*.

You are therefore required to formally enter into contract with us, and to submit the *Performance Security* in the form and the amount stipulated in the Instructions to Bidders within ten (10) days from the receipt of this Notice of Award. Failure to enter into the said contract or submit the documentary requirements and Performance Security shall constitute sufficient ground for enforcement of the provisions on using Bid Securing Declaration (BSD) (GPPB Res. No. 15-2014).

Very truly yours,

  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent  
Head of Procuring Entity

Conforme:

By:  Date: 03-16-2022

BACSec - PIOC



Sta. Isabel, Calapan City, Oriental Mindoro, 5200

Telephone No.: (043) 2887810 / Email Address: [oriental.mindoro@deped.gov.ph](mailto:oriental.mindoro@deped.gov.ph)

at.

CERTIFIED TRUE COPY







Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OF ORIENTAL MINDORO

Contract No. 001-2022

**PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER**

**CONTRACT AGREEMENT**

THIS AGREEMENT made this 25<sup>th</sup> day of March 2022 between Department of Education – Schools Division of Oriental Mindoro of the Philippines hereinafter called "the Entity" of the one part and QUIN TRADING of Masipit, Calapan City, Oriental Mindoro, Philippines hereinafter called "the Supplier" of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Nine Hundred Seventy-Five Thousand Two Hundred Four Pesos Only (P975,204.00)** hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
  - i. Philippine Bidding Documents (PBDs);
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract; and
    - iv. Supplemental or Bid Bulletins, if any
  - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;  
  
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - iii. Performance Security;
  - iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
  - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that

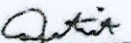
CERTIFIED TRUE COPY

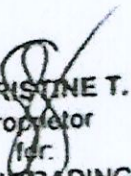


additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.


3. In consideration for the sum of **Nine Hundred Seventy-Five Thousand Two Hundred Four Pesos Only (P975,204.00)** or such other sum as may be ascertained, **QUIN TRADING** agrees to provide the goods, and deliver within 45 days after the receipt of Notice to Proceed in accordance with his/her/its Bid.
4. The Department of Education - Schools Division of Oriental agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

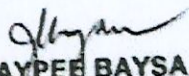
IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent  
for:  
DepEd - Schools Division of Oriental Mindoro  
OWNER

  
**SHIERA KRISTINE T. KING**  
Proprietor  
for:  
**QUIN TRADING**  
SUPPLIER

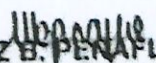
SIGNED IN THE PRESENCE OF:

  
**MEDELYN R. DEL MUNDO**  
Administrative Officer IV  
Owner's Witness

  
**JAYPEE BAYSA**  
Authorized Representative  
Supplier's Witness

Certified as to Availability of Funds:

Amount: **P975,204.00**  
Republic Act No. 11465 - FY 2020 GAA

  
**MARIZ B. PENAFLO**  
Accountant III

  
**CERTIFIED TRUE COPY**



REPUBLIC OF THE PHILIPPINES) S.S.  
PROVINCE OF ORIENTAL MINDORO)

ACKNOWLEDGEMENT

BEFORE ME, Notary Public for in and for \_\_\_\_\_, Philippines,  
this \_\_\_\_\_ day of \_\_\_\_\_ 2022 personally appeared:

RESIDENCE CERTIFICATE

Name	Number	Issued on	Issued At
1. Susana M. Bautista Schools Division Superintendent DepED – Schools Division of Oriental Mindoro Owner	22527194	January 4, 2022	Calapan City
2. QUIN TRADING Supplier	22529188	January 5, 2022	Calapan City

Known to me to be the same person who executed the foregoing instrument, and  
who acknowledged to me that the same is the free and voluntary act and deed of the entities  
which they respectively represent.

The foregoing instrument is a CONTRACT consisting of three (3) pages (exclusive of  
attachments), including this page on which this acknowledgement is written and signed by  
the parties hereto and their instrument witnesses on the left-hand margin of each and every  
page hereof.

WITNESS MY HAND AND SEAL this 30th day of March  
2022 at Calapan City.

Doc. No. 138  
Page No. 29  
Book No. 83  
Series of. 2022

ATTY. RAYMOND JOEL L. BALBUENA  
Roll of Attorneys No. 61087  
IBP Lifetime No. 010769  
PTR No. 0773584 - Calapan City  
MCLE Compliance No. VH - 0005057  
Notarial Commission until December 31, 2022

CERTIFIED TRUE COPY





Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION

**SCHOOLS DIVISION OF ORIENTAL MINDORO**

**Bids and Awards Committee (BAC)**

**NOTICE TO PROCEED**

March 22, 2022

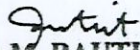
**SHIERA KRISTINE T. KING**  
Proprietor  
Quin Trading  
Masipit, Calapan City, Oriental Mindoro

Madam:

Notice is hereby given to **QUIN TRADING** to proceed, effective upon receipt hereof, with the implementation of the contract for the **PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER** in the amount of **Nine Hundred Seventy-Five Thousand Two Hundred Four Only (P975,204.00)**, inclusive of all applicable government taxes and charges.

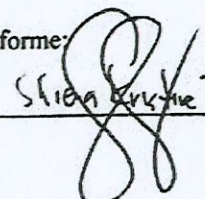
Upon receipt hereof, you shall be responsible in performing the services under the terms and conditions of the Contract and in accordance with its provisions and the Implementation Schedule.

Very truly yours,

  
**SUSANA M. BAUTISTA**  
Schools Division Superintendent  
Head of the Procuring Entity

Conforme:

By:


  
**Shiera Kristine T. King** Date: 03-25-2022

**BAC Sec - PIOC**



Sta. Isabel, Calapan City, Oriental Mindoro, 5200

Telephone No.: (043) 2887810 / Email Address: [oriental.mindoro@deped.gov.ph](mailto:oriental.mindoro@deped.gov.ph)

 **CERTIFIED TRUE COPY**









Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OFFICE OF ORIENTAL MINDORO

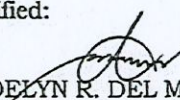
---

**CERTIFICATE OF COMPLETION**

This is to certify the completion of the **CONTRACT** entered on March 25, 2022, for the **PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER.**

In consideration for the sum of NINE HUNDRED SEVENTY-FIVE THOUSAND, TWO HUNDRED AND FOUR PESOS (Php 975,204.00), QUIN TRADING completely delivered the object of the CONTRACT on April 22, 2022, which is in accordance with his/her/its Bid of 30 calendar days from March 25, 2023 which is the date of receipt of Notice to Proceed.

Certified:

  
MEDELYN R. DEL MUNDO  
Administrative Officer IV  
Supply Office



Office Address: Sta. Isabel, Calapan City, Oriental Mindoro 5200  
(043) 288 7810 [oriental.mindoro@deped.gov.ph](mailto:oriental.mindoro@deped.gov.ph)  
DepEd Oriental Mindoro

CS CamScanner

  
CERTIFIED TRUE COPY



## CERTIFICATE OF DELIVERY AND ACCEPTANCE

Name of Project: PROCUREMENT AND DELIVERY OF COMMON OFFICE SUPPLIES, ACCESSORIES AND EQUIPMENT FOR THE 1ST QUARTER

Procuring Entity: DepEd - Schools Division of Oriental Mindoro

Date of Delivery: April 22, 2022

Invoice Number: 0127

Unit	Item Description	Quantity	Unit Price	Total Price
	<b>ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES</b>			
piece	ERASER, plastic/rubber	6	4	24.00
piece	Ballpoint Pen, Black	212	5	1,060.00
piece	Ballpoint Pen, Blue	63	5	315.00
piece	Ballpoint Pen, Red	26	5	130.00
piece	Ballpoint Pen, Green	26	5	130.00
piece	Gel Pen, Black, 0.5	500	24	12,000.00
piece	Gel Pen, Blue, 0.5	370	24	8,880.00
piece	Gel Pen, Green, 0.5	492	24	11,808.00
piece	Gel Pen, Red, 0.5	50	24	1,200.00
bottle	Glue, Multipurpose, 130g	20	60	1,200.00
bottle	Glue, Multipurpose, 240g	22	77	1,694.00
piece	Highlighter, Blue	15	18	270.00
piece	Highlighter, Fuschia	15	18	270.00
piece	Highlighter, Green	15	18	270.00
piece	Highlighter, Orange	15	18	270.00
box	Pencil, lead, with eraser	15	54	810.00
piece	Permanent Marker, Broad, Black	68	16	1,088.00
piece	Permanent Marker, Broad, Blue	62	16	992.00
piece	Permanent Marker, Broad, Red	12	16	192.00
piece	Permanent Marker, Fine, Black	34	16	544.00
piece	Permanent Marker, Fine, Blue	14	16	224.00
piece	Permanent Marker, Fine, Red	12	16	192.00
piece	Sign Pen, Gelpen, Green, 0.3	23	30	690.00
piece	Sign Pen, Gelpen, Black, 0.3	15	30	450.00
piece	Sign Pen, Gelpen, Red, 0.3	15	30	450.00
piece	Sign Pen, Black , 1.0	36	71	2,556.00
piece	Sign Pen, Blue , 1.0	48	71	3,408.00
piece	Sign Pen, Hi-Techpoint V10 Grip, Black, 0.7 or 1.0	60	71	4,260.00
piece	Sign Pen, Hi-Techpoint V10 Grip, Blue, 0.7 or 1.0	21	71	1,491.00
piece	Sign Pen, 0.7 V-Ball, Black	24	60	1,440.00
piece	Sign Pen, 0.7 V-Ball, Blue	39	60	2,340.00
piece	Whiteboard Marker Ink, Black	4	75	300.00
piece	Whiteboard Marker, Broad, Black	34	50	1,700.00
piece	Whiteboard Marker, Broad, Blue	18	50	900.00
piece	Whiteboard Marker, Broad, Red	12	50	600.00
piece	Whiteboard Marker, Fine, Black	16	30	480.00
piece	Whiteboard Marker, Fine, Blue	16	30	480.00
piece	Whiteboard Marker, Fine, Red	10	30	300.00
	<b>Subtotal</b>			<b>65,408.00</b>
	<b>BATTERIES &amp; CELLS AND ACCESSORIES</b>			
pack	BATTERY, dry Cell, size AA, 2s	169	24	4,056.00
pack	BATTERY, dry Cell, size AAA, 2s	115	24	2,760.00
	<b>Subtotal</b>			<b>6,816.00</b>

Quin Trading Delivery Receipt for CI#0127 - Page 1

CERTIFIED TRUE COPY



	ICT EQUIPMENT AND DEVICES , ACCESSORIES AND SUPPLIES			
unit	AVR	2	1500	3,000.00
piece	Compact Disc- Rewriteable	125	12	1,500.00
piece	Extension Wire (6 universal socket with USB Port)	2	1500	3,000.00
piece	Extension Wire, 10 meters, 4 gang	4	432	1,728.00
piece	Extension Wire, 12 meters, 4-gang	4	588	2,352.00
piece	Extension Wire, 4 meters, 4-gang	1	264	264.00
piece	Webcam 1080p - A4Tech	12	1300	15,600.00
piece	External Hard Drive 2.5", 1 TB	9	2760	24,840.00
piece	External Hard Drive 2.5", 2TB	1	4000	4,000.00
piece	External Hard Drive, 3.5", 4TB	2	5500	11,000.00
piece	External Hard Drive, 5TB	5	6500	32,500.00
piece	Flash Drive, 16 GB	2	198	396.00
piece	Flashdrive, 128GB	7	720	5,040.00
piece	Flashdrive, 64GB	19	420	7,980.00
piece	HDMI Cable 5 Meters	1	564	564.00
set	Keyboard, wireless with mouse	20	800	16,000.00
piece	Lapel Microphone	1	1400	1,400.00
piece	Mouse Pad	19	12	228.00
unit	Mouse, Optical, USB connection type - A4Tech	3	220	660.00
unit	Mouse, Wireless, USB - A4Tech	32	400	12,800.00
piece	Numerical Keypad - A4Tech	2	230	460.00
piece	Power Bank, 20,000mAh	5	1020	5,100.00
bottle	Printer Ink, Black, 003	4	300	1,200.00
bottle	Printer Ink, BT5000C	26	450	11,700.00
bottle	Printer Ink, BT5000M	26	450	11,700.00
bottle	Printer Ink, BT5000Y	26	450	11,700.00
bottle	Printer Ink, BTD60BK	45	450	20,250.00
bottle	Printer Ink, Cyan, 003	3	300	900.00
bottle	Printer Ink, EPSON (T6641), Black	136	270	36,720.00
bottle	Printer Ink, EPSON (T6643), Magenta	91	300	27,300.00
bottle	Printer Ink, EPSON (T6644), Yellow	91	300	27,300.00
bottle	Printer Ink, EPSON (T6642), Cyan	91	300	27,300.00
bottle	Printer Ink, Magenta, 003	3	300	900.00
bottle	Printer Ink, Yellow, 003	3	300	900.00
unit	Speaker, Computer (Edifier R1000T4 Black)	4	3500	14,000.00
piece	Solid State Drive 2.5", 256Gb	12	2500	30,000.00
unit	Surge Protector (Panther PSP 0818)	4	880	3,520.00
set	Trolly speaker with Power: 200W LED Lights, 2 Wireless Microphone	2	8990	17,980.00
unit	UPS, 650VA 1000W Secure	20	2800	56,000.00
piece	USB Hub, 4 port	3	288	864.00
piece	VGA Cable (10 meters)	1	360	360.00
piece	VGA Splitter (1 input-2 output)	2	860	1,720.00
piece	Wifi Adapter (USB)	3	360	1,080.00
piece	Solid State Drive 2.5", 512Gb	2	2200	4,400.00
	<b>Subtotal</b>			<b>458,206.00</b>

Qd

CERTIFIED TRUE COPY

8



	MANUFACTURING COMPONENTS AND SUPPLIES			
piece	Staple Wire Heavy Duty #23/10	1	85	85.00
box	Staple Wire, #35 Copper	173	64	11,072.00
roll	Tape, Double Sided, 1"	55	25	1,375.00
roll	Tape, Double Sided, 1/2"	20	18	360.00
roll	Tape, Double Sided, 3/4"	18	24	432.00
roll	Tape, masking, 24mm	37	45	1,665.00
roll	Tape, MASKING, 48mm	23	90	2,070.00
roll	Tape, packaging, 48mm	25	33	825.00
roll	Tape, Transparent, 1/2"	5	8	40.00
roll	Tape, transparent, 24mm	59	18	1,062.00
roll	Tape, transparent, 48mm	23	36	828.00
roll	TWINE, plastic	5	60	300.00
	<b>Subtotal</b>			<b>20,114.00</b>
	OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES			
piece	4-Tier Stackable Metal Mesh File Holder Stand	1	500	500.00
tube	Box Cutter Blade, Heavy Duty, Big, 10's	6	24	144.00
tube	Box Cutter Blade, Heavy Duty, Small, 10's	1	18	18.00
piece	Box Cutter, stainless, Heavy Duty	1	144	144.00
unit	Calculator, compact, Dual Power	21	190	3,990.00
piece	Certificate Frame, 8.5 x 11", wood and glass	35	78	2,730.00
piece	Certificate Holder, A4	20	38	760.00
piece	Certificate Holder, Short	10	35	350.00
piece	Clearbook, Legal Size	4	36	144.00
piece	Clearbook, short	3	39	117.00
box	CLIP, backfold, 19mm	77	14	1,078.00
box	CLIP, backfold, 25mm	35	15	525.00
box	CLIP, backfold, 32mm	28	22	616.00
box	CLIP, backfold, 50mm	46	54	2,484.00
piece	Correction Tape, 8m	279	24	6,696.00
bundle	Daily Time Record, 100's	4	95	380.00
piece	Data File Box, Black	23	195	4,485.00
piece	Data File Box, Dark Blue	10	195	1,950.00
piece	Data File Box, Fuschia	10	195	1,950.00
piece	Data File Box, Green	5	195	975.00
piece	Data File Box, Red	5	195	975.00
piece	Data Folder, Blue	28	275	7,700.00
piece	Data Folder, BBlack	8	275	2,200.00
piece	Data Folder, Green	20	275	5,500.00
piece	Data Folder, Red	5	275	1,375.00
piece	Data Folder, Violet	6	275	1,650.00
piece	Data Folder, Yellow	50	275	13,750.00
piece	Dater, Non-Ink	2	150	300.00
piece	Dater, Self Ink	1	150	150.00
piece	In and Out Tray, 3 layers, metal	3	450	1,350.00
piece	In and Out Tray, 3 layers, plastic	1	350	350.00
bottle	Ink for Stamp, oil based, 50ML, Black	1	60	60.00
bottle	Ink Refill (Oil based) , 10ML, Black	12	216	2,592.00
piece	Magazine Holder (Empty Box) with cover	19	330	6,270.00
box	PAPER CLIP, vinyl/plastic coated, 33mm	42	12	504.00
box	PAPER CLIP, vinyl/plastic coated, 50mm	34	18	612.00
piece	Paper Cutter, Heavy Duty, 15" x 12"	3	1020	3,060.00
Quin Trading Delivery Receipt for CI#0127 - Page 3				

*Cut*

CERTIFIED TRUE COPY



box	Paper Fastener	49	39	1,911.00
piece	Pencil Sharpener, manual, single cutter head, Table Top	2	252	504.00
piece	PUNCHER, paper, heavy duty	5	150	750.00
case	Push Pin 50's	15	26	390.00
pack	Ring Binder Cover, A4, 300 MIC, 100 per pack, Plain	3	1000	3,000.00
pack	Ring Binder Cover, A4, 300 MIC, 100 per pack, Red	3	1000	3,000.00
pack	Ring Binder Cover, Long, 300 MIC, 100 per pack, Plain	1	1100	1,100.00
pack	Ring Binder Cover, Short, 300 MIC, 100 per pack, Plain	5	1000	5,000.00
unit	Ring Binder Machine, HD (Long)	1	4500	4,500.00
piece	Ring Binder, 12mm	5	12	60.00
piece	Ring Binder, 14mm	5	14	70.00
piece	Ring Binder, 25mm	42	15	630.00
piece	Ring Binder, 51mm	42	18	756.00
piece	Ring Binder, 8mm	5	15	75.00
box	Rubber Band, size: 016, Diameter: 1 1/4", Lay Flat Length: 100mm	10	114	1,140.00
box	Rubber Band, size: 018, Diameter: 1 3/4", Lay Flat Length: 140mm	20	114	2,280.00
piece	Ruler , 12", Plastic	1	6	6.00
piece	Ruler 12", steel	6	78	468.00
pair	Scissor, symmetrical, HD, Big	16	36	576.00
piece	Stamp Pad Felt #1	5	60	300.00
piece	Stamp Pad Felt, Black, 600mm x 100mm	1	60	60.00
piece	Stamp Pad Felt, Violet, 600mm x 100mm	1	60	60.00
bottle	Stamp Pad Ink, Non Oil Base, Black	2	26	52.00
bottle	Stamp Pad Ink, Non Oil Base, Blue	2	26	52.00
bottle	Stamp Pad Ink, Non Oil Base, Red	1	60	60.00
bottle	Stamp Pad Ink, Non Oil Base, Violet	5	26	130.00
piece	Stapler with Remover	5	200	1,000.00
piece	Storage Box, 30L	32	420	13,440.00
piece	Tape Dispenser, table top	3	60	180.00
piece	Wall Clock, HD, Big	3	300	900.00
	<b>Subtotal</b>			<b>120,884.00</b>
	<b>PAPER MATERIALS AND PRODUCTS</b>			
box	Carbon Paper, Black , Long	4	522	2,088.00
box	Carbon Paper, Blue , Long	11	522	5,742.00
ream	Colored Paper, Assorted, Long	2	234	468.00
ream	Colored Paper, Assorted, Short	2	200	400.00
piece	Envelope, Brown, Long	400	2	800.00
piece	Envelope, Brown, Short	85	2	170.00
piece	Envelope, Expanded, Long, Blue	52	12	624.00
piece	Envelope, Expanded, Long, Brown	67	12	804.00
piece	Envelope, Expanded, Long, Fuschia	37	12	444.00
piece	Envelope, Expanded, Long, Orange	37	12	444.00
piece	Envelope, Expanded, Long, Red	37	12	444.00
piece	Envelope, Expanded, Long, Yellow	47	12	564.00
piece	Envelope, Expanded, Short, Brown	76	11	836.00
ream	Folder, A4, White	1	14	14.00
piece	Folder, Expanded, Long, Blue	171	14	2,394.00
piece	Folder, Expanded, Long, Brown	65	14	910.00
piece	Folder, Expanded, Long, Green	238	14	3,332.00
piece	Folder, Expanded, Long, Red	128	14	1,792.00
piece	Folder, Expanded, Long, White	47	14	658.00

CERTIFIED TRUE COPY



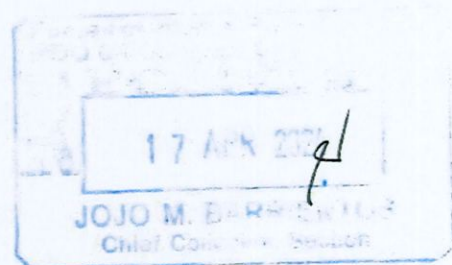




**SHIERA KRISTINE TANGONAN KING**  
**Masipit, Calapan City, Oriental Mindoro**

**AUDITED FINANCIAL STATEMENTS**  
**As of December 31, 2023**

**MARVIN M. CELEDIO**  
**Certified Public Accountant**



**CERTIFIED TRUE COPY**



**Independent Auditor's Report**

To Ms. Shiera Kristine T. King  
945-786-399-000  
Masipit, Calapan City, Oriental Mindoro  
(Page 1 of 3)

**Opinion**

I have audited the accompanying financial statements of **SHIERA KRISTINE T. KING** (the "Taxpayer") which comprise the statements of financial position as at **December 31, 2023 and 2022**, and the statements of income, changes in owner's equity and cash flows for the years then ended, and a summary of significant accounting policies and other explanatory notes.

In my opinion, the accompanying financial statements of **SHIERA KRISTINE T. KING** present fairly, in all material respects, the financial position as at **December 31, 2023 and 2022** and the statements of income, changes in owner's equity and cash flows for the years then ended in accordance with Philippine Financial Reporting Standards for Small Entities (SEs).

**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 Business in accordance with the Code of Ethics for Professional Accountants in the Philippines and I have fulfilled my other ethical responsibilities in accordance with the Code of Ethics. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

**Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, were of most significance in my audit of the financial statements of the current period. These matters were addressed in the context of my audit of the financial statements as a whole, and in forming my opinion thereon, and I do not provide a separate opinion on these matters.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PFRSs for SEs, and for such internal control as management determines is necessary to enable the preparation 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 Business's ability to continue as a going concern, disclosing, as applicable, matters related 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 entity's financial reporting process.

CERTIFIED TRUE COPY







**MARVIN M. CELEDIO**  
CERTIFIED PUBLIC ACCOUNTANT

+63933 828 2537 / +63906 221 0404  
Lot 28 Blk 16 Dollar St., Villa Carolina I Subdivision  
Brgy. Tunasan Muntinlupa City

**Independent Auditor's Report**

To Ms. Shiera Kristine T. King  
945-786-399-000  
Masipit, Calapan City, Oriental Mindoro  
(Page 2 of 3)

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

My objectives are 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- 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 I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the consolidated 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.

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 believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

  
CERTIFIED TRUE COPY





**MARVIN M. CELEDIO**

CERTIFIED PUBLIC ACCOUNTANT

+63933 828 2537 / +63906 2210404

Lot 28 Blk 16 Dollar St., Villa Carolina I Subdivision

Brgy. Tunasan Muntinlupa City

Independent Auditor's

Report To **Ms. Shiera**

**Kristine T. King**

945-786-399-000

Masipit, Calapan City, Oriental Mindoro

(Page 3 of 3)

**Report on the Supplementary Information Required Under Revenue Regulations**

My audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information required under Revenue Regulations 15-2010 and Revenue Regulation 19-2011 to the financial statements is presented for the purpose 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 and has been subject to the auditing procedures applied in my audit of the basic financial statements and in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

MARVIN M. CELEDIO

CPA License No. 0134480

TIN: 273-513-420-000

Board of Accountancy No. 9436

Date of Expiry: October 31, 2026

BIR Accreditation No. 09-008133-001-2023

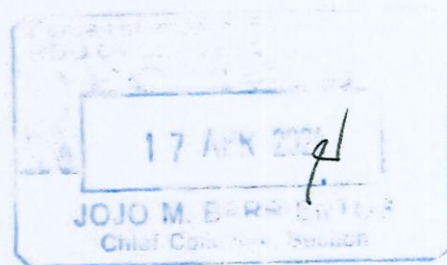
Date of Expiry: March 12, 2026

PTR No.: 0044601/ January 16, 2024

Makati City

**April 13, 2024**

Makati City



**CERTIFIED TRUE COPY**



**SHIERA KRISTINE T. KING**  
Masipit, Calapan City, Oriental Mindoro

---

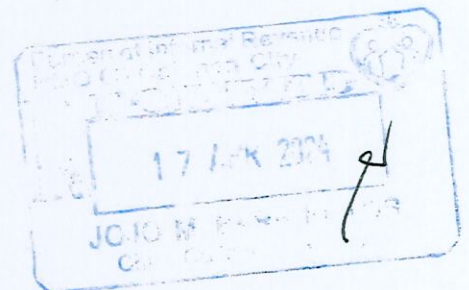
## **STATEMENT OF MANAGEMENT'S RESPONSIBILITY FOR ANNUAL INCOME TAX RETURN**

The Management of **SHIERA KRISTINE T. KING** is responsible for all information and representation contained in the Annual Income Tax Return as of December 31, 2023. Management is likewise responsible for all information and representations contained in the financial statement 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 return and any and all other tax returns.

In this regard, the Management affirms that the attached audited financial statements as of December 31, 2023 and the accompanying Annual Income Tax Return are in accordance with books and records of **SHIERA KRISTINE T. KING**, complete and correct in all material respects. Management also 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 the 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 **SHIERA KRISTINE T. KING** 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.

**SHIERA KRISTINE T. KING**  
Taxpayer  
945-786-399-000



**CERTIFIED TRUE COPY**

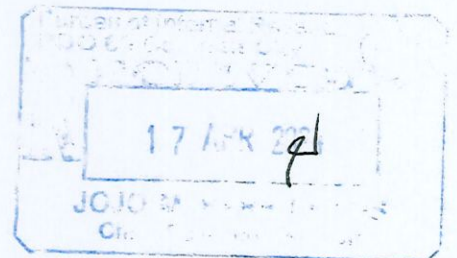


SHIERA KRISTINE T. KING  
STATEMENT OF FINANCIAL PERFORMANCE  
Masipit, Calapan City, Oriental Mindoro  
For the Year Ended December 31, 2023

	2023
<b>SALES/REVENUES/RECEIPT</b>	<b>6,802,263.00</b>
Less:	
Cost of Sales (Materials/Supplies/Facilities)	4,610,442.00
<b>GROSS INCOME</b>	<b>2,191,821.00</b>
<b>OPERATING EXPENSES:</b>	
Amortization	
Bad Debts	
Charitable and Other Contributions	
Depletion	
Depreciation	44,128.00
Entertainment, Amusement and Recreation	
Fringe Benefits	
Interest	
Losses	
Pension Trust	
Rental	
Research and Development	
Salaries, Wages and Allowances	
SSS, GSIS, Philhealth, HDMF and Other Contributions	
Taxes and Licenses	56,284.00
Transportation and Travel	180,000.00
Janitorial and Messengerial Service	
Professional Fees	24,000.00
Security Service	
Other Miscellaneous Expenses	
<b>Total</b>	<b>304,412.00</b>
Add: Other Income	
<b>NET INCOME (LOSS)</b>	<b>1,887,409.00</b>

CERTIFIED CORRECT

  
**SHIERA KRISTINE T. KING**  
Taxpayer  
TIN : 845786-399-000



  
CERTIFIED TRUE COPY



**SHIERA KRISTINE T. KING**  
**STATEMENT OF FINANCIAL POSITION**  
 Masipit, Calapan City, Oriental Mindoro  
 For the Year Ended December 31, 2023

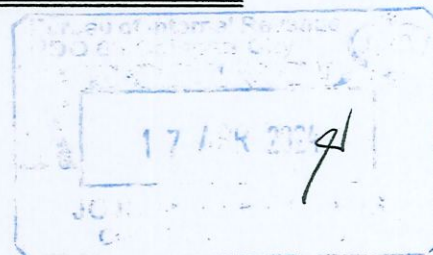
	2023
<b>ASSETS</b>	
Current Assets	
Cash	819,314.95
Accounts Receivable	
Inventory	52,900.00
Prepaid Expense	21,355.00
Total Current Assets	<b>893,569.95</b>
Non-Current Assets	
Property, Plant and Equipment (Net)	2,912,769.00
Total Non-Current Assets	<b>2,912,769.00</b>
<b>TOTAL ASSETS</b>	<b>3,806,338.95</b>
<b>LIABILITIES AND OWNER'S EQUITY</b>	
Current Liabilities	
Income Tax Payable	21,355.00
Accounts Payable	
<b>Total Liabilities</b>	<b>21,355.00</b>
S.K.T. King, Beginning Capital	2,697,574.95
Add: Investment	
Net Income (Loss)	1,887,409.00
Total	4,584,983.95
Less: S.K.T. King, Drawing/s	800,000.00
<b>S.K.T. King, Ending Capital</b>	<b>3,784,983.95</b>
<b>TOTAL LIABILITIES AND OWNER'S EQUITY</b>	<b>3,806,338.95</b>

CERTIFIED CORRECT

**SHIERA KRISTINE T. KING**

Taxpayer

TIN : 946-786-399-000



CERTIFIED TRUE COPY



**SHIERA KRISTINE T. KING**

**STATEMENT OF CASH FLOWS**

Masipit, Calapan City, Oriental Mindoro

For the Year Ended December 31, 2023

	2023
<b>Cash Flow from Operating Activities</b>	
Cash Inflows:	
Collection of Income/Revenues	6,802,263.00
Collection of Receivables	1,000,000.00
<b>Total Cash Inflows</b>	<b>7,802,263.00</b>
Cash Outflows:	
Cash Payment of Operating Expenses	260,284.00
Cash Payment of Payables incurred in operations	300,000.00
Cash Purchase of Supplies/Materials	3,748,942.00
<b>Total Cash Outflows</b>	<b>4,309,226.00</b>
<b>Cash Provided by Operating Activities</b>	<b>3,493,037.00</b>
<b>Cash Flow from Investing Activities</b>	
Cash Inflows:	
Cash Investment (Additional)	
<b>Total Cash Inflows</b>	
Cash Outflows:	
Cash Purchase of Property, Plant and Equipment	2,800,000.00
<b>Total Cash Outflows</b>	<b>2,800,000.00</b>
<b>Cash Provided by Investing Activities</b>	<b>(2,800,000.00)</b>
<b>Cash Flow from Financing Activities</b>	
Cash Outflows:	
Cash Withdrawals/Drawings	800,000.00
<b>Total Cash Outflows</b>	<b>800,000.00</b>
<b>Cash Provided by Financing Activities</b>	<b>(800,000.00)</b>
<b>Total Cash Provided by Operating, Investing and Financing Activities</b>	<b>(106,963.00)</b>
<b>Add: Cash Balance, Beginning January 1, 2023</b>	<b>926,277.95</b>
<b>Cash Balance, Ending December 31, 2023</b>	<b>819,314.95</b>

CERTIFIED CORRECT

**SHIERA KRISTINE T. KING**

Taxpayer

TIN : 945-786-399-000



CERTIFIED TRUE COPY

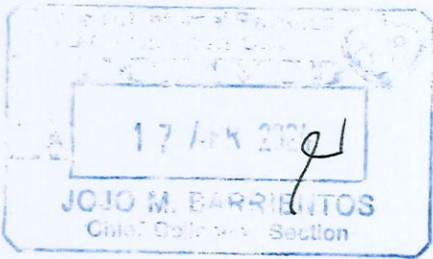


SHIERA KRISTINE T. KING  
STATEMENT OF CHANGES IN EQUITY  
Masipit, Calapan City, Oriental Mindoro  
For the Year Ended December 31, 2023

		2023
OWNER'S EQUITY		
Beginning Balance		2,697,574.95
Add: Investment		-
Net Income (Loss)		1,887,409.00
Total		4,584,983.95
Less: Drawings / Withdrawals		800,000.00
Ending Balance		3,784,983.95

CERTIFIED CORRECT

  
**SHIERA KRISTINE T. KING**  
Taxpayer  
TIN : 945-786-399-000



 CERTIFIED TRUE COPY



Net Financial Contracting Capacity

- A. Summary of the Applicant Firm’s/Contractor’s assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped “RECEIVED” by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 2023
1.	Total Assets	Php 3,806,338.95
2.	Current Assets	893,569.95
3.	Total Liabilities	21,355.00
4.	Current Liabilities	21,355.00
5.	Total Net Worth (1-3)	3,784,983.95
6.	Current Net Worth or Net Working Capital (2-4)	872,214.95

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

$$NFCC = \{(893,569.95 - 21,355.00) (15)\} - (0)$$

**NFCC = Php 13,083,224.25**

The value of bidder’s current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

Herewith attached are certified true copies of the income tax return and audited financial statement: stamped “RECEIVED” by the BIR or BIR authorized collecting agent for the immediately preceding year.

Submitted by:

QUIN TRADING

Name of Supplier / Distributor Manufacturer

**SHIERA KRISTINE T. KING**

Signature of Authorized Representative

Date : June 7, 2024





Reference No:672400059019310  
Date Filed:April 08 2024 04:43 PM  
Batch Number:



Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue

For BIR  
Use OnlyBCS/  
Bell

BIR Form No. <div style="font-size: 24pt; font-weight: bold; text-align: center;">1701</div> January 2018 (ENCS) Page 1	<div style="font-size: 24pt; font-weight: bold;">Annual Income Tax Return</div> <div style="font-weight: bold;">Individuals (Including MIXED Income Earner), Estates and Trusts</div> <p style="font-size: 10pt;">Enter all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable boxes with an "X". Two copies MUST be filed with the BIR and one held by the Tax Filer.</p>	 1701 01/18ENCS P1		
<div style="display: flex; justify-content: space-between;"> <div>1 For the year 12 / 20 23</div> <div>2 Amended Return? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div>3 Short Period Return? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> </div>				
PART I - Background Information on Taxpayer/Filer				
4 Taxpayer Identification Number (TIN) 945 - 786 - 399 - 000		5 RDO Code 063		
6 Taxpayer Type <input checked="" type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust <input type="checkbox"/> Compensation Earner				
7 Alphanumeric Tax Code (ATC) <input type="checkbox"/> 1012 Business Income - Graduated IT Rates <input type="checkbox"/> 1014 Income from Profession - Graduated IT Rates <input type="checkbox"/> 1013 Mixed Income - Graduated IT Rates <input type="checkbox"/> 1011 Compensation Income Income - 8% IT Rate <input type="checkbox"/> 1015 Business Profession - 8% IT Rate <input type="checkbox"/> 1017 Income from Income - 8% IT Rate <input type="checkbox"/> 1015 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) KING, SHIERA KRISTINE TANGONAN				
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) MASIPIT ORIENTAL MINDORO				
		9A Zip Code 5200		
10 Date of Birth (MM/DD/YYYY) 08/17/1986	11 Email Address quintrading032519@gmail.com			
12 Citizenship FILIPINO	13 Claiming Foreign Tax Credits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
14 Foreign Tax Number (if applicable)				
15 Contact Number 15 (Landline/Cellphone No.) 09750060215	16 Civil Status (if applicable) <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widower			
17 If married, spouse has income? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		18 Filing Status <input type="checkbox"/> Joint Filing <input checked="" type="checkbox"/> Separate Filing		
19 Income EXEMPT from Income Tax? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))		20 Income subject to SPECIAL/PREFERENTIAL RATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))		
21 Tax Rate* (choose one) <input checked="" 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 checked="" 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)	374,352	0		
23 Less: Total Tax Credits / Payments (From Part VII Item 10)	352,997	0		
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	21,355	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)	21,355	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)	21,355	0		
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 31A & 31B)		21,355		
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 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) <div style="display: flex; justify-content: space-between;"> <div>SHIERA KRISTINE T. KING Printed Name and Signature of Taxpayer/Authorized Representative</div> <div>33 Number of Attachments 0</div> </div>				
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/AAS and Date of Receipt (RO's Signature/Bank Teller's Initial)	

**CERTIFIED TRUE COPY**



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

### Bid-Securing Declaration

Invitation to Bid No.: 10879077 / ITB 2024-013

To: MINDORO STATE COLLEGE OF AGRICULTURE AND TECHNOLOGY – MAIN CAMPUS  
Alcate, Victoria, Oriental Mindoro

I / We, the undersigned, declare that:

1. I / we understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I / We accept that: (a) I / we will be automatically disqualified from bidding for any contract with any procuring entity for the period of two (2) years upon receipt of your Blacklisting Order; and (b) I / we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, if I / we have committed any of the following actions:
  - i) Withdrawn my/our Bid during the period of bid validity required in the Bidding documents; or
  - ii) Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity.
3. I/we understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
  - a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I / we failed to timely file a request for reconsideration or (ii) I / we filed a waiver to avail of said right;
  - c) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid / Highest Rated and Responsive Bid, and I / we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/we have hereunto set my/our hand/s this 7th day of June, 2024, at Calapan City .

SHIERA KRISTINE T. KING  
OWNER OF QUIN TRADING  
Affiant

*SUBSCRIBED AND SWORN to before me this 7th day of June, 2024 at Calapan City, 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 exhibited to me her Unified Multi-Purpose ID, with his/her photograph and signature appearing thereon, with no. 011-0167284-4 and her Community Tax Certificate No. issued on \_\_\_\_\_ at Calapan City .*

Witness my hand and seal this 7th day of June 2024 .

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



## CONFORMITY WITH TECHNICAL SPECIFICATIONS

Unit	Item Description	Quantity	Statement of Compliance with Technical Specifications	
			Comply	Not comply
	<b>Lot 1- Office Supplies</b>			
pcs	4 Layer Desk File Organizer	6	Comply	
pcs	Book ends (7x5 1/2 x 7 1/2 inches, metal)	60	Comply	
pcs	CD/DVD Case (acrylic, clear)	80	Comply	
pcs	Certificate Holder (short)	35	Comply	
pcs	Clear Folder (long)	25	Comply	
reams	Coupon Bond (A4, subs. 20)	10	Comply	
reams	Coupon Bond (long, subs. 20)	10	Comply	
reams	Coupon Bond (short', subs. 20)	10	Comply	
pcs	Double sided tape	10	Comply	
sets	Ink #003 (B,C,Y,M)	8	Comply	
sets	Ink #664 (B,C,Y,M)	8	Comply	
packs	Laminating Film (125mic, 100s, A4)	12	Comply	
packs	Matte Sticker Paper 9short, 10 sheets)	40	Comply	
boxes	Ballpen (0.5, Black)	2	Comply	
boxes	Ballpen (0.5, Blue)	2	Comply	
pcs	Packaging Tape (2 inches)	11	Comply	
boxes	Pencil (#2)	2	Comply	
rolls	Plastic Cover (#6)	15	Comply	
pieces	Scotch Tape (1 inch)	50	Comply	
packs	Vellum Board (white, short, 200gsm, 10sheets)	30	Comply	
pcs	White Folder (Short)	30	Comply	
	<b>Lot 2- Other Supplies</b>			
pieces	Air Freshener (spray)	5	Comply	
gallons	Alcohol 70% solution	5	Comply	
pieces	Bathroom Deodorizer	20	Comply	
pieces	Battery (AA, Heavy duty)	10	Comply	
pieces	Battery (AAA, Heavy duty)	10	Comply	
pieces	Bleach (Big)	10	Comply	
pieces	Broom (walis tambo)	5	Comply	
pieces	Detergent 1 kilo	5	Comply	
pieces	Disinfectant spray 340g	4	Comply	
pieces	Dust pan	5	Comply	
pieces	Extension Wire (10m)	5	Comply	
pieces	Fabric Conditioner (800ml)	5	Comply	
packs	Garbage Bag (medium)	10	Comply	
pieces	Glass Cleaner (750ml)	5	Comply	
gallons	Liquid Hand Soap (anti-bacterial)	5	Comply	
pieces	Wall Clock	2	Comply	

CERTIFIED TRUE COPY

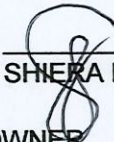


pcs	LED Bulb 65 watts	138	Comply	
sets	LED Fluorescent 18 watts	100	Comply	
pcs	Thick tempered glass swing door	2	Comply	
<b>Lot 3- ICT Equipment</b>				
sets	<b>Desktop Computers</b>	4	Comply	
	Processor: intel core i7-13700 processor (16 cores 24 threads 2.1GHz up to 5.2GHz, 30MB Intel Smart Cache) Memory: 8GB DDR4 3200MHz UDIMM Up to 32 GB Dual-channel DDR4 Storage: 256 GB M.2 2280 PCI-E SSD + 1 TB 3.5 inch 7200 RPM			
sets	<b>Desktop Computers</b>	2	Comply	
	Processor: intel core i7-12700F (up to 4.9 GHz with Intel TurboBoost Technology, 25 MB L3 cache, 12 cores, 20 threads) Memory: 16 GB DDR4-3200 MHz RAM (1x16GB) Storage: 512 GB PCIe NVMe, M.2 SSD + 1 TB hdd STORAGE: 512 GB SSD Storage			
sets	<b>Scanner</b>	2	Comply	
	Overhead System for Flat & Bound Items, 285x283 dpi max Optical Resolution, 11.8 x 17" maximum scan Area, 1.1/" maximum document thickness, scan speed is 3 seconds per page, Multiple Document detection, Page turning detection: time mode, Auto Image Correction Functions, USB 2.0 Connectivity			
pcs	<b>UPS</b>	10	Comply	
	Output power capacity: 1400 VA Output power: 700 W Input operation voltage (min): 150 V Input operation voltage (max): 280 V			
pcs	<b>External Hard Drive</b>	2	Comply	
	Storage Capacity: 4TB Connection Interface: USB 3.2/USB 3.1 Gen 1 (USB Micro-B) Power Source: USB Bus Power External Enclosure Dimensions (L x W x H) 4.5 x 3.1 x 0.8" / 114.3 x 78.7 x 20.3 mm Weight: 0.58 lb / 0.26 kg			
pcs	<b>Automatic Voltage Regulator (AVR)</b>	10	Comply	
	Main Input Voltage: 230V Main Output Voltage: 230V rated power in W: 600W rated power in VA: 1200VA height: 11cm width: 21cm depth: 13.2cm			
pcs	<b>8-port Desktop switch</b>	3	Comply	
	8 Gigabit Auto-Negotiation RJ45 ports, Supports Auto MDI / MDIX Plastic case Plug and play, no configuration required Dimensions: 7.1 x 3.5 x 1.0 in. (180 x 90 x 25.5 mm)			
pcs	<b>Printer (print, scan, copy)</b>	2	Comply	



	Print, Scan, Copy Compact integrated tank design Print speeds up to 15.5ipm for black and 8.5ipm for color Auto-Duplex printing, ADF capability Ethernet & Wi-Fi Direct Seamless setup with Epson Smart Panel Borderless Printing up to A4 size Spill-free ink refilling Paper Size: Legal (8.5 x 14"), 8.5 x 13", Letter, A4, B5, A5, A6, Hagaki (100 x 148 mm), 16K (195 x 270 mm), Indian-Legal (215 x 345 mm), B6, 5 x 7", 4 x 6", Envelopes #10, DL, C6			
pcs	LCD Projector	1	Comply	
	3LCD 3-chip technology, 1920 x 1080 (Full HD), 4,000 lumens Color, 4,000 lumens white			
	Lot 4- Furniture & Fixtures			
pcs	3x5 Card Catalog Cabinet	3	Comply	
pcs	Steel Filing Cabinet	2	Comply	
	4-Layer Vertical Steel Filing Cabinet with central locking system, Ga24 metal sheet, heavy duty, powder coated painting finish; charcoal grey color			
pcs	Cabinet for Audio Visual Materials	2	Comply	
	wood with transparent glass door, 5 layers, 142cm x 33cm x 80cm			
pcs	Magazine rack (Wood)	5	Comply	
	natural wood color, 80cm x 30cm x 80cm			
pcs	Map stand (wood)	2	Comply	
	15in x 12in x 22in, 20 compartment, 2 3/4in x 2 3/4in size of compartment, natural wood color			
pcs	steel Bookshelves	10	Comply	
	Steel Book Shelves (5 layers) Heavy duty rack; size: 48x18x84 Capacity per shelf: 341 kg. Made of: 3mm angle bar for legs 3mm angle bar for shelves 0.9 mm black iron sheets for shelves welded to the angle bar frame Lacquer spray finish			
pcs	Steel Book cart	3	Comply	
	Steel Book Cart (single-sided book cart) 3 shelf; color: black; Capacity: 200lbs. Size: (39width x 14depth x 46height) With 4 locking industrial casters			
XX				

NAME OF BIDDER: QUIN TRADING

SIGNATURE: 
  
 SHERA KRISTINE T. KING

CAPACITY: OWNER

DATE: JUNE 7, 2024



# Section VI. Schedule of Requirements

The delivery schedule is thirty (30) calendar days upon receipt of Notice to Proceed

Unit	Item Description	Quantity	Statement of Compliance with the Schedule of Requirements	
			Comply	Not comply
Unit	Description	Quantity		
	<b>Lot 1- Office Supplies</b>			
pcs	4 Layer Desk File Organizer	6	Comply	
pcs	Book ends (7x5 1/2 x 7 1/2 inches, metal)	60	Comply	
pcs	CD/DVD Case (acrylic, clear)	80	Comply	
pcs	Certificate Holder (short)	35	Comply	
pcs	Clear Folder (long)	25	Comply	
reams	Coupon Bond (A4, subs. 20)	10	Comply	
reams	Coupon Bond (long, subs. 20)	10	Comply	
reams	Coupon Bond (short', subs. 20)	10	Comply	
pcs	Double sided tape	10	Comply	
sets	Ink #003 (B,C,Y,M)	8	Comply	
sets	Ink #664 (B,C,Y,M)	8	Comply	
packs	Laminating Film (125mic, 100s, A4)	12	Comply	
packs	Matte Sticker Paper 9short, 10 sheets)	40	Comply	
boxes	Ballpen (0.5, Black)	2	Comply	
boxes	Ballpen (0.5, Blue)	2	Comply	
pcs	Packaging Tape (2 inches)	11	Comply	
boxes	Pencil (#2)	2	Comply	
rolls	Plastic Cover (#6)	15	Comply	
pieces	Scotch Tape (1 inch)	50	Comply	
packs	Vellum Board (white, short, 200gsm, 10sheets)	30	Comply	
pcs	White Folder (Short)	30	Comply	
	<b>Lot 2- Other Supplies</b>			
pieces	Air Freshener (spray)	5	Comply	
gallons	Alcohol 70% solution	5	Comply	
pieces	Bathroom Deodorizer	20	Comply	
pieces	Battery (AA, Heavy duty)	10	Comply	
pieces	Battery (AAA, Heavy duty)	10	Comply	
pieces	Bleach (Big)	10	Comply	
pieces	Broom (walis tambo)	5	Comply	
pieces	Detergent 1 kilo	5	Comply	
pieces	Disinfectant spray 340g	4	Comply	
pieces	Dust pan	5	Comply	
pieces	Extension Wire (10m)	5	Comply	
pieces	Fabric Conditioner (800ml)	5	Comply	
packs	Garbage Bag (medium)	10	Comply	
pieces	Glass Cleaner (750ml)	5	Comply	
gallons	Liquid Hand Soap (anti-bacterial)	5	Comply	
pieces	Wall Clock	2	Comply	



pcs	LED Bulb 65 watts	138	Comply	
sets	LED Fluorescent 18 watts	100	Comply	
pcs	Thick tempered glass swing door	2	Comply	
	<b>Lot 3- ICT Equipment</b>			
sets	<b>Desktop Computers</b>	4	Comply	
	Processor: intel core 17-13700 processor (16 cores 24 threads 2.1GHz up to 5.2GHz, 30MB Intel Smart Cache) Memory: 8GB DDR4 3200MHz UDIMM Up to 32 GB Dual-channel DDR4 Storage: 256 GB M.2 2280 PCI-E SSD + 1 TB 3.5 inch 7200 RPM			
sets	<b>Desktop Computers</b>	2	Comply	
	Processor: intel core 1i7-12700F (up to 4.9 GHz with Intel TurboBoost Technology, 25 MB L3 cache, 12 cores, 20 threads) Memory: 16 GB DDR4-3200 MHz RAM (1x16GB) Storage: 512 GB PCIe NVMe, M.2 SSD + 1 TB hdd STORAGE: 512 GB SSD Storage			
sets	<b>Scanner</b>	2	Comply	
	Overhead System for Flat & Bound Items, 285x283 dpi max Optical Resolution, 11.8 x 17" maximum scan Area, 1.1/" maximum document thickness, scan speed is 3 seconds per page, Multiple Document detection, Page turning detection: time mode, Auto Image Correction Functions, USB 2.0 Connectivity			
pcs	<b>UPS</b>	10	Comply	
	Output power capacity: 1400 VA Output power: 700 W Input operation voltage (min): 150 V Input operation voltage (max): 280 V			
pcs	<b>External Hard Drive</b>	2	Comply	
	Storage Capacity: 4TB Connection Interface: USB 3.2/USB 3.1 Gen 1 (USB Micro-B) Power Source: USB Bus Power External Enclosure Dimensions (L x W x H) 4.5 x 3.1 x 0.8" / 114.3 x 78.7 x 20.3 mm Weight: 0.58 lb / 0.26 kg			
pcs	<b>Automatic Voltage Regulator (AVR)</b>	10	Comply	
	Main Input Voltage: 230V Main Output Voltage: 230V rated power in W: 600W rated power in VA: 1200VA height: 11cm width: 21cm depth: 13.2cm			
pcs	<b>8-port Desktop switch</b>	3	Comply	
	8 Gigabit Auto-Negotiation RJ45 ports, Supports Auto MDI / MDIX Plastic case Plug and play, no configuration required Dimensions: 7.1 x 3.5 x 1.0 in. (180 x 90 x 25.5 mm)			
pcs	<b>Printer (print, scan, copy)</b>	2	Comply	









VAT Registration No. 945-786-399-000  
Masipit, Calapan City, Oriental Mindoro  
09989568227/09924689201

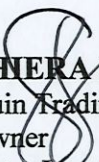
**MINDORO STATE UNIVERSITY**  
Alcate, Victoria, Oriental Mindoro

## **PRODUCTION/DELIVERY SCHEDULE**

Sir/Mam:

Should the bid for **Supply and Delivery Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MINSU Calapan City Campus** and in compliance with your requirement to establish the goods' conformity to the bidding documents for the bidding of **Supply and Delivery Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MINSU Calapan City Campus**, upon signing of contract, the undersigned agreed to provide the subject items within thirty (30) calendar days.

Issued this 7<sup>th</sup> day of June 2024 at Calapan City, Oriental Mindoro.

  
**SHIERA KRISTINE T. KING**  
Quin Trading  
Owner  
Date: June 7, 2024





VAT Registration No. 945-786-399-000  
Masipit, Calapan City, Oriental Mindoro  
09989568227/09924689201

**MINDORO STATE UNIVERSITY**  
Alcate, Victoria, Oriental Mindoro

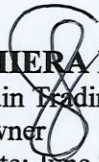
## **MANPOWER REQUIREMENTS**

**Sir/Mam:**

Listed below are the personnel/staff of our company.

1. Shiera Kristine T. King	Owner
2. Joyce Karen T. Baysa	Store General Manager/Authorized Representative
3. Maizle Edlyn Estrope	Secretary
4. Jaypee Baysa	Supplies and Logistics Officer

Respectfully yours,

  
**SHIERA KRISTINE T. KING**  
Quin Trading  
Owner  
Date: June 7, 2024





VAT Registration No. 945-786-399-000  
Masipit, Calapan City, Oriental Mindoro  
09989568227/09924689201

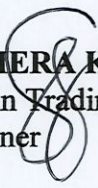
**MINDORO STATE UNIVERSITY**  
Alcate, Victoria, Oriental Mindoro

**AFTER SALES**

Sir/Mam:

In accordance with your requirement to establish the conformity of the goods to the bidding documents for the bidding of the **Supply and Delivery Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library of MINSU Calapan City Campus**. The undersigned is pleased to inform you that the items to be delivered are free from any defects. Any defective item that may be found after the delivery of the same has a warranty as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

Issued this 7<sup>th</sup> day of June 2024 at Calapan City, Oriental Mindoro.

  
**SHIERA KRISTINE T. KING**  
Quin Trading  
Owner



## Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES )

CITY/MUNICIPALITY OF

**CALAPAN CITY**  
AFFIDAVIT

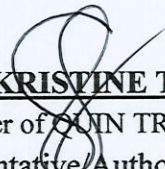
I, **SHIERA KRISTINE T. KING**, of legal age, married, Filipino, and residing at Brgy. Ilaya, Calapan City, Oriental Mindoro, after having been duly sworn in accordance with law, do hereby depose and state that;

1. I am the sole proprietor of **QUIN TRADING** with address at Masipit, Calapan City, Oriental Mindoro;
2. As the owner and sole proprietor of **QUIN 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 **Supply and Delivery Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library Of MINSU Calapan City Campus of MINDORO STATE UNIVERSITY**;
3. **QUIN 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. **QUIN 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. **QUIN TRADING** complies with existing labor laws and standards; and
8. **QUIN TRADING** is aware of and has undertaken the following responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the **Supply and Delivery Office Supplies, Other Supplies, ICT Equipment and Furniture & Fixtures for the University Library Of MINSU Calapan City Campus**.



9. **QUIN TRADING** did not give or pay directly or indirectly, any commission, amount fee or any form of consideration, pecuniary or otherwise to any person of official, personnel or representative of the government in relation to any procurement project or activity;

**IN WITNESS WHEREOF**, I have hereunto set my hand this 7th day of June, 2024 at Calapan City, Philippines.

  
**SHIERA KRISTINE T. KING**  
Owner of **QUIN TRADING**  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this 7th day of June, 2024 at Calapan City, 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 exhibited to me her Unified Multi-Purpose ID, with his/her photograph and signature appearing thereon, with no. 011-0167284-4 and her Community Tax Certificate No. issued on \_\_\_\_\_ at Calapan City .

Witness my hand and seal this 7th day of June, 2024

Doc No. 276  
Page No. 57  
Book No. 40  
Series of 2024

  
**ATTY. TYRON KIM D. BACULO**  
**NAME OF NOTARY PUBLIC**  
Serial No. of Commission \_\_\_\_\_ Commission No. NP-22-240  
Notary Public for \_\_\_\_\_ until December 31, 2024  
Roll of Attorneys No. 014875 / Lifetime / Oriental Mindoro  
PTR No. 1189696 12-06-23 (for 2024) Calapan City  
IBP No. \_\_\_\_\_ MCLE Compliance No. VII-0024986 12-27-2022