



**SUPPLY AND DELIVERY OF OFFICE SUPPLIES, FURNITURE & FIXTURES, OTHER SUPPLIES AND  
TECHNICAL & SCIENTIFIC EQUIPMENT OF OFFICE OF CULTURE AND ARTS OF  
MinSU BONGABONG CAMPUS**

*Name of Project*

**BAC Resolution Recommending Approval  
Resolution No. 202, s. 2024**

WHEREAS, the Mindoro State University (MinSU), through Bids and Awards Committee (BAC) has advertised in the PhilGEPS and MinSU Website the Request for Quotation (RFQ) No. 2024-174 for the project "Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture & Arts of MinSU Bongabong Campus" with an Approved Budget for the Contract (ABC) amounting to Four Hundred Eighty Thousand Five Hundred Ten Pesos (Php480,510.00) composed of seven (7) lots specifically;

Particulars	Sub-ABC
Lot 1 – Office Supplies	Php40,170.00
Lot 2- Semi-Expendable Technical & Scientific Equipment	Php100,000.00
Lot 3- Semi-Expendable Furniture & Fixtures	Php50,000.00
Lot 4- Semi-Expendable Office Equipment	Php15,000.00
Lot 5- Other Supply and Materials	Php151,590.00
Lot 6- Technical & Scientific Equipment	Php60,000.00
Lot 7- Awarding / Rewards	Php63,750.00

WHEREAS, in response to the second advertisement of the project, six (6) suppliers were found in the document request list however, two (2) suppliers in the name of CLEX E-XTRONICS TRADING INC. and IRAYA LIFE ENTERPRISES submitted price quotation before the deadline;

WHEREAS, CLEX E-XTRONICS TRADING INC. submitted price quotation for Lot Nos. 1 and 2; while IRAYA LIFE ENTERPRISES submitted price quotation for Lot Nos. 1,2,3,5,6 and 7;

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

Lot No.	Approved Budget for the Contract (ABC)	Name of Bidder	Price Quotation
1	Php40,170.00	CLEX E-xtronics Trading Inc.	Php37,475.00
		Iraya Life Enterprises	Php39,801.00
2	Php100,000.00	CLEX E-xtronics Trading Inc.	Php71,000.00
		Iraya Life Enterprises	Php95,968.00
3	Php50,000.00	Iraya Life Enterprises	Php49,680.00
5	Php151,590.00	Iraya Life Enterprises	Php150,620.00
6	Php60,000.00	Iraya Life Enterprises	Php58,019.00
7	Php63,750.00	Iraya Life Enterprises	Php61,561.00

WHEREAS, the BAC examined and verified the price quotations submitted by the abovementioned suppliers and were found to be complying and responsive;





**NOW, THEREFORE, BE IT RESOLVED** that the BAC hereby recommends to the Head of Procuring Entity the approval of awarding the contract involving the project, **"Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture & Arts of MinSU Bongabong Campus"** as follows:

- Lot Nos. 1 and 2 to CLEX E-xtronics Trading Inc. for being the supplier/bidder with Lowest Calculated Responsive Bid (LCRB); and
- Lot Nos. 2,3,5,6,7 to Iraya Life Enterprises for being the supplier/bidder with Single Calculated Responsive Bid (SCRB);

**RESOLVED**, this 1<sup>st</sup> day of October, 2024 at MinSU-Main Campus, Alcate, Victoria, Oriental Mindoro

  
**Engr. MARK LESTER A. MAGPANTAY**  
BAC Vice-Chairperson

  
**FRANIE M. AFABLE, DBMHM**  
BAC Member

  
**CIEDELLE P. SALAZAR, J.D., Ph.D**  
BAC Chairperson

  
**ATTY. SHERLYN A. LAYESA**  
BAC Member

  
**MELGAR G. FADRIQUELAN**  
BAC Member

[ ] Approved / [ ] Disapproved

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

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





**PhilGEPS**

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

**Reference Number** 11253363  
**Procuring Entity** MINDORO STATE UNIVERSITY  
**Title** Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus  
**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	RFQ No. 2024-174	<b>Status</b>	<b>Closed</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	6
<b>Category:</b>	Office Equipment Supplies and Consumables	<b>Date Published</b>	25/09/2024
<b>Approved Budget for the Contract:</b>	PHP 480,510.00	<b>Last Updated / Time</b>	25/09/2024 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	30/09/2024 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

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

NEMESIO H. DAVALOS, Ph.D.

BAC Chairperson

Note: 1. All entries must be typewritten.

2. Delivery Period within \_\_\_\_ calendar days.

3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.

4. Price validity shall be a period of 30 calendar days.

5. G-EPS Registration Certificate shall be attached upon submission of the Quotation.

6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).

7. Mode of delivery: [ ] Pick-up (Schedule) [ ] Door to Door Delivery

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

Lot 1 - Office Supplies

1 pcs 003 Ink Black 10

2 pcs Printer ink #003 C/M/C 18

3 reams Bond Paper (A4) S 24 10

4 reams Bond Paper (Short) S 20 20

5 reams Bond Paper (Long) 20

6 pcs Certificate Holder 100

7 pcs Clear Folder (Long/Green) 50

8 pcs Clear Folder (Short) 50

9 btls Glue (240G) 10

10 pcs Masking Tape 1" 10

11 pcs Masking Tape 3/4" 10

12 pcs Packing Tape 10

13 pcs Record Book (200LVS) 5

14 pcs Scissors (Big) 5



[illegible]



**Created by** Annabelle Quinto Madrigal  
**Date Created** 15/09/2024

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

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### REQUEST FOR QUOTATION

Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus

PR No.: 2024-142

RFQ No. 2024-174

ABC Amount: Php480,510.00

Sub-total Lot 1 Php40,170.00

Sub-total Lot 2 Php100,000.00

Sub-total Lot 3 Php50,000.00

Sub-total Lot 4 Php15,000.00

Sub-total Lot 5 Php151,590.00

Sub-total Lot 6 Php60,000.00

Sub-total Lot 7 Php63,750.00

Company Name : IRAYA LIFE ENTERPRISES  
Address : BULUJAN CALAPAN CITY

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

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

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

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
<b>Lot 1 - Office Supplies</b>					
1	pcs	003 Ink Black	10	375 -	3750 -
2	pcs	Printer ink #003 C/M/C	18	375 -	6750 -
3	reams	Bond Paper (A4) S 24	10	329 -	3290 -
4	reams	Bond Paper (Short) S 20	20	278 -	5560 -
5	reams	Bond Paper (Long)	20	327 -	6540 -
6	pcs	Certificate Holder	100	46.53	4653 -
7	pcs	Clear Folder (Long/Green)	50	24 -	1,200 -
8	pcs	Clear Folder (Short)	50	23 -	1150 -
9	btls	Glue (240G)	10	120 -	1200 -
10	pcs	Masking Tape 1"	10	51 -	510 -
11	pcs	Masking Tape 3/4"	10	32 -	320 -
12	pcs	Packing Tape	10	139 -	1390 -
13	pcs	Record Book (200LVS)	5	71 -	355 -
14	pcs	Scissors (Big)	5	113 -	565 -
15	pcs	Scotch Tape (2")	10	56 -	560 -
16	pcs	Stapler with Remover	2	550 -	1,100 -
17	unit	Tape Dispenser LS550	2	141 -	282 -
18	pcs	Cutter (Big)	2	113 -	226 -
19	btls	White Board Ink Black	5	80 -	400 -
<b>Lot 2 - Semi-Expendable Technical &amp; Scientific Equipment</b>					

39,801

MSU-BAC-FR-05.01





# Mindoro State University

Victoria, Oriental Mindoro 5205, Philippines

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



1	pc	62 Keys Portable keyboard	1	23,720	23,720 -	/
		*Body color: black				
		* Keyboard: No of keys 61				
		*Type: Organ type				
2	sets	Wireless microphone	2	20,124	20,248	/
		*4 Channel Professional UHF wireless Microphone 120 receiving distance, Metal w/ Four Handheld Microphone				
		* each sets has 4 wireless microphone				
3	pcs	Stage light	10	3200	32000	/
		Bid dipper LP001-H Stage light LED 54 3W				
		rbgw Par Lights				
		Features color changing effect, strobe, LCD Operation				
		Control Mode: Sound activated/Auto play/ DMX/ Master slave				
		Power supply: AC110V-240V/50-60HZ				
		*LED Angle: 25"				
		DMX channel: 8				
		*w/DMX cable				
		<b>Lot 3 - Semi-Expendable Furniture &amp; Fixtures</b>				
1	pcs	L-shaped Office table	1	25,860-	25,860 -	/
		Color: Table top: Wood stain beige/ Table frame-black				
		Materials: table top-laminated wood/ table frame-laminated wood				
		Dimensions: Main table: 1500 x 800 x 750mm, 1800 x 900x 750/Side table 900x450x750mm				
2	pcs	Steel cabinet	2	11,900-	23,800	/
		Materials: alloy				
		* Drawer. paper size				
		* 10 cabinets				
		<b>Lot 4 - Semi-Expendable Office Equipment</b>				
1	pcs	Camera Lens	1	-	-	/
		Focal Length: 75-300mm				
		* Maximum Aperture f/4-5.6				
		* Minimum Aperture f/32-45				
		Camera Mount type: Canon EF				
		* Minimum focus distance: 4.92'/1.5m				
		* Magnification: 0.25x				
		* Format Compatibility: 35mm film/full- frame digital sensor				
		<b>Lot 5 - Other Supply and Materials</b>				
1	gal	Alcohol 70% Solution	1	502	502	/
2	pcs	Air Freshener Spray	5	304	1540-	/

67,148.00

49,680.00

MSU-BAC-FR-05.01



3	pcs	Broom (Tambo)	3	190-	570-
4	pcs	Container For Water Dispenser (18lts)	2	780-	1560-
5	pcs	Dustpan (Plastic/Heavy Duty)	2	364-	728-
6	set	Tornado Mop, bucket And Squeezer Set	1	3200-	3200-
7	pcs	Blue Water Container (20L)	10	210-	2100-
8	bundle	Garbage Bag (Extra Large)	2	460-	920-
9	pcs	Philippine Flag (4x6 ft)	1	1600-	1,600-
10	rolls	Geena/Pongee Fabric	4	4600-	18,400
11	pcs	Folk Dance (Customized Barong)	6	2500-	15,000-
12	pcs	Folk Dance (Customized Filipiniana)	6	2500-	15,000
13	pcs	Hiphop (Top Costume)	10	1800-	18,000-
14	pcs	Hiphop (Bottom Costume)	10	1800-	18,000-
15	pcs	Contemporary (Customized Full Costume)	10	2032	20,320-
16	pcs	Canvass (20x16) Inches	10	490	4,900
17	pcs	Canvass (24x30) Inches	10	450	4,500-
18	set	Art Painting Brush Set	2	480	960-
19	set	Charcoal Pencil Set	2	2800	5,600-
20	set	Sketch Pencil Set	1	2900	2900-
21	set	Acrylic Paint set	4	3580-	14,320-
		<b>Lot 6 - Technical &amp; Scentific Equipment</b>			
1	unit	DJI Mini 3 Pro RC Drone	1	58,019-	58,019.00
		* up to 4K60p Video & 48MP Raw stills			
		*Tri-Dir4ectional Obstacle Avoidance			
		*Regulation-Friendly 8.8 oz weight			
		*w/remote			
		* up to 34 minutes of flight time			
		* Rotating gimbal for Vertical Shooting			
		* up to 75 mile range w/ ocuSync 3			
		* Foldable design for easy travel/Storage			
		<b>Lot 7 - Awarding / Rewards</b>			
1	pcs	Customized Glass Trophies (S)	5	1900-	9,500-
2	pcs	Customized Glass Trophies (M)	5	2050-	10,250-
3	pcs	Customized Glass Trophies (L)	5	2150-	10,750-
4	pcs	Medals (Customized Pakudos) Gold	25	350-	8,750-
5	pcs	Medals (Customized Pakudos) Silver	25	350-	8,750-
6	pcs	Medals (Customized Pakudos) Bronze	25	350-	8,750-
7	pc	Crown (Male)	1	2299-	2,299-
8	pc	Crown (Female)	1	2512-	2,512-
XX					
				<b>TOTAL</b>	<b>61,561.00</b>

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

Supplier's Signature over Printed Name

TIN No. of Establishment  
0977804725  
Contact Number

MSU-BAC-FR-05.01

• Main Campus, Alcate, Victoria

•Bongabong Campus, Labasan, Bongabong

• **Calapan City Campus, Masipit, Calapan City**





REQUEST FOR QUOTATION

Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus

PR No.: 2024-142  
RFQ No. 2024-174  
ABC Amount: Php480,510.00  
Sub-total Lot 1 Php40,170.00  
Sub-total Lot 2 Php100,000.00  
Sub-total Lot 3 Php50,000.00  
Sub-total Lot 4 Php15,000.00  
Sub-total Lot 5 Php151,590.00  
Sub-total Lot 6 Php60,000.00  
Sub-total Lot 7 Php63,750.00

Company Name : CLEX E-XTRONICS TRADING INC.  
Address : Blk 12 Welfareville Addition Hills Mandaluyong City

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

NEMESIO H. DAVALOS, Ph.D.  
BAC Chairperson

- Note:
- 1. All entries must be typewritten.
  - 2. Delivery Period within 15 calendar days.
  - 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
  - 4. Price validity shall be a period of 30 calendar days.
  - 5. G-EPIS Registration Certificate shall be attached upon submission of the Quotation.
  - 6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
  - 7. Mode of delivery: [ ] Pick-up (Schedule) [ ] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
Lot 1 - Office Supplies					
1	pcs	003 Ink Black (Epson)	10	Php390.00	Php3,900.00
2	pcs	Printer ink #003 C/M/C (Epson)	18	Php.400.00	Php7,200.00
3	reams	Bond Paper (A4) S 24 (A+ brand)	10	Php320.00	Php3,200.00
4	reams	Bond Paper (Short) S 20 (A+ brand)	20	Php.280.00	Php5,600.00
5	reams	Bond Paper (Long) (A+ brand)	20	Php340.00	Php6,800.00
6	pcs	Certificate Holder (Adventurer)	100	Php45.00	Php4,500.00
7	pcs	Clear Folder (Long/Green) (Boss Stationary)	50	Php15.00	Php750.00
8	pcs	Clear Folder (Short) (Boss Stationary)	50	Php10.00	Php500.00
9	btls	Glue (240G) (Elmers)	10	Php140.00	Php1,400.00
10	pcs	Masking Tape 1" (Paramount)	10	Php25.00	Php250.00
11	pcs	Masking Tape 3/4" (Paramount)	10	Php18.00	Php180.00
12	pcs	Packing Tape (Paramount)	10	Php34.00	Php340.00
13	pcs	Record Book (200LVS) (Valiant)	5	Php80.00	Php400.00
14	pcs	Scissors (Big) (Generic)	5	Php76.00	Php380.00
15	pcs	Scotch Tape (2') (Paramount)	10	Php45.00	Php450.00
16	pcs	Stapler with Remover (Joy)	2	Php150.00	Php300.00
17	unit	Tape Dispenser LS550 (Elsoon LS550)	2	Php320.00	Php640.00
18	pcs	Cutter (Big) (Generic)	2	Php25.00	Php50.00
19	btls	White Board Ink Black (Pilot)	5	Php127.00	Php635.00
Lot 2 - Semi-Expendable Technical & Scientific Equipment					





# Mindoro State University

Victoria, Oriental Mindoro 5205 Philippines

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



1	pc	62 Keys Portable keyboard (Yamaha PSR-E273 61-key Portable Keyboard)	1	Php15,000.00	Php15,000.00
		*Body color: black			
		* Keyboard: No of keys 61			
		*Type: Organ type			
2	sets	Wireless microphone (JIMIX Trident TR-5000 4 Wireless Microphone / 4 Channel Professional UHF Wireless Microphone System)	2	Php11,000.00	Php22,000.00
		*4 Channel Professional UHF wireless Microphone 120 receiving distance, Metal w/ Four Handheld Microphone			
		* each sets has 4 wireless microphone			
3	pcs	Stage light (Big Dipper LP001 Old version Stage Lights Par light LED 54*3W RGBW Par Lights With DMX Cable)	10	Php3,400.00	Php34,000.00
		Bid dipper LP001-H Stage light LED 54 3W			
		rbgw Par Lights			
		Features color changing effect, strobe, LCD Operation			
		Control Mode: Sound activated/Auto play/ DMX/ Master slave			
		Power supply: AC110V-240V/50-60HZ			
		*LED Angle: 25"			
		DMX channel: 8			
		*w/DMX cable			
		<b>Lot 3 - Semi-Expendable Furniture &amp; Fixtures</b>			
1	pcs	L-shaped Office table	1	no bid	
		Color: Table top: Wood stain beige/ Table frame-black			
		Materials: table top-laminated wood/ table frame-laminated wood			
		Dimensions: Main table: 1500 x 800 x 750mm, 1800 x 900x 750/Side table 900x450x750mm			
2	pcs	Steel cabinet	2	no bid	
		Materials: alloy			
		* Drawer. paper size			
		* 10 cabinets			
		<b>Lot 4 - Semi-Expendable Office Equipment</b>			
1	pcs	Camera Lens	1	no bid	
		Focal Length: 75-300mm			
		* Maximum Aperture f/4-5.6			
		* Minimum Aperture f/32-45			
		Camera Mount type: Canon EF			
		* Minimum focus distance: 4.92'/1.5m			
		* Magnification: 0.25x			
		* Format Compatibility: 35mm film/full- frame digital sensor			
		<b>Lot 5 - Other Supply and Materials</b>			
1	gal	Alcohol 70% Solution	1	no bid	
2	pcs	Air Freshener Spray	5	no bid	

71,000.00

MSU-BAC-FR-05.01









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

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



September 27, 2024

Date

#### General Conditions

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

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

#### Ocular Inspection

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

#### Award

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

#### Evaluation of Quotations

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

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

#### Instructions

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

#### Liquidation Damages

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

#### Warranty

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

#### Payment

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

MSU-BAC-FR-05.01



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

THIS IS TO CERTIFY THAT

**CLEX E-XTRONICS TRADING, INC.**

Blk 12 Welfareville Brgy. Addition Hills ,  
Mandaluyong City , Metro Manila , NCR , Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPS)** on 09-Jun-2021 pursuant to Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.

This further certifies that **CLEX E-XTRONICS TRADING, INC.** 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 09-Jul-2025

Issued this 09th day of July 2024.

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





## REMINDERS <sup>1</sup>

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



List of Eligibility Documents

of  
CLEX E-XTRONICS TRADING, INC.  
Blk 12 Welfareville Brgy. Addition Hills ,  
Mandaluyong City , Metro Manila , NCR , Philippines

SEC Certificate	Registration Date : 05-May-2021 SEC Certificate Number : 202105001284223
Mayors Permit	Expiration Date : 31-Dec-2024 Permit Number : 2411703 Place of Issue : Mandaluyong City Issued By / Signatory : Catherine De Leon Arce Issuance Date : 26-Jan-2024
Tax Clearance	Expiration Date : 22-May-2025 TCC Number : 07B-041-05-22-R1195-2024-M Issued By / Signatory : Albert Joy A. Araño Issuance date : 22-May-2024
Audited Financial Statement	Date of Filing : 12-Apr-2024 Current Asset : 17,242,978.00 Total Asset : 17,332,620.00 Current Liabilities : 7,139,719.00 Total Liabilities : 13,939,719.00 Name of Auditor : ROXANNE MELANIE RIVERA BIR RDO Code : 041
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :



## TAXPAYER'S COPY

BILL NO. **70703** -ANOTE: **TOP NO: 2024-14145**

THIS PERMIT WILL EXPIRE ON DEC. 31, 2024

REPUBLIC OF THE PHILIPPINES  
CITY OF MANDALUYONGOFFICE OF THE MAYOR  
MAYOR'S PERMIT

Page 1 of 1

MP FORM NO. 01

ACCOUNT NO. **MC-2021-01**

TO WHOM IT MAY CONCERN:

PURSUANT TO THE METROPOLITAN MANILA REVENUE CODE, ORDINANCE NO. 82-03, AFTER PAYMENT OF AS TAXES, FEES AND CHARGES, ETC. AND COMPLIANCE WITH EXISTING REQUIREMENTS PERMIT IS HEREBY GRANTED TO HEREIN TAXPAYER.

TAXPAYER'S NAME:  
**CLEX E-TRONICS TRADING INC.**BUS CODE  
**029**ACCOUNT NO.  
**MC-2021-01063**STATUS  
**RENEWAL**AREA  
**10.00**DATE BILLED  
**01/26/2024**

MAYOR'S PERMIT NO.

**24-11703**LOCATION/ADDRESS OF BUSINESS  
**WELFAREVILLE BLOCK 12 BRGY.  
ADDITION HILLS**KIND OF BUSINESS/OC.  
**ONLINE RETAILER**

BUSINESS TRADE NAME

APPROVED  
BY AUTHORITY OF THE CITY MAYOR  
**CATHERINE DE LEON ARCE  
CHIEF, BPLD**

- NOTE 1 EXHIBIT THIS PERMIT IN A CONSPICUOUS PLACE IN YOUR ESTABLISHMENT. NON-DISPLAY IS SUBJECT TO FINE.
- NOTE 2 This permit is only a privilege and not a right, subject to revocation for any violation of existing laws and ordinances.
- NOTE 3 Surrender this permit upon termination or retirement of business to avoid tax liability.
- NOTE 4 NO ENCROACHMENT ON THE SIDEWALK.

## TREASURY DEPARTMENT

Amount in words

Sixty-three thousand nine hundred sixty-four

\*

CHECK ☐ CASH ☐

CHECK NO.

BANK

RECEIVED BY: **Bautista****5448686****01/29/2024**

TELLER NO.

TREASURER

BKCD	KIND OF FEE/TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
	ONLINE RETAILER	9,312,199.00	53,774.36	3,696.99	57,471.35	2024, Q1-Q4
	Mayor's Permit Fee		2,100.00	577.50	2,677.50	
	Environmental Fee		924.00	63.53	987.53	2024, Q1-Q4
	Sanitary Permit Fee		116.00	31.90	147.90	
	Building Insp. Fee		120.00	33.00	153.00	
	Electrical Insp. Fee		296.00	81.40	377.40	
	Plumbing Insp. Fee		60.00	16.50	76.50	
	Sign/Billboard Insp. Fee		120.00	33.00	153.00	
	Plate Fee		220.00	60.50	280.50	
	Sticker Fee		66.00	18.15	84.15	
	Sanitation Insp. Fee		100.00	27.50	127.50	
	Fire Safety Insp. Fee		618.30	170.04	788.34	
	Barangay Clearance Fee		500.00	137.50	637.50	
	CTC - Basic Tax (Corporate)		500.00	0.00	500.00	
	CTC - Add'l Tax (Gross Receipt)		3,724.88	0.00	3,724.88	
	ONLINE RETAILER	4,609,895.53	24,037.29	10,215.86	34,253.15	2023, Q2-Q4
	Environmental Fee		693.00	294.53	987.53	2023, Q2-Q4

FEB 06 2024

J (M) 60

\*\*\* NEW AS OF MARCH 2023 \*\*\*

This provisional grant privilege is subject to the compliance of requirements imposed by other City Hall department, and to possible reassessment of fees after inspection of the premises subject of this Business Permit/License. The GRANTOR reserves its right to revoke and cancel all the privileges hereby granted at any time if the GRANTEE is guilty of fraud, deceit or misrepresentation or found in violation of any city laws or ordinances or provisions of the memorandum of agreement submitted with the grantee's application. All fees given by the GRANTEE in the approval of business license/permit will be consequently retained by the GRANTOR as liquidated damages or otherwise forfeited.

VALID ONLY AT THE BUSINESS ADDRESS INDICATED **075969183** **15,457.90** **103,427.73**

Jhoana May F. Tabile

**788.34**

ENCODER

TOTALS →

**103,427.73**

Please Secure Sanitary right after issuance of Mayor's Permit. Non-compliance is subject to P2,000 penalty for 1st offense.  
See ordinance 312 Series 2005 for further information.

This bill becomes your Mayor's Permit and Official Receipt when Machine Validated by the Treasury Cash Register Machine.

MACHINE VALIDATION



## Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF ASIG CITY

### AFFIDAVIT

I, **Annlie F. Bonicarlo**, of legal age, Married, Filipino, and Sitio 3, Barangay Wawa, Pinamalayan, Oriental Mindoro after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of CLEX E-Xtronics Trading Inc. with office address at Blk 12 Welfareville, Addition Hills, Mandaluyong City;

Telephone No./s : n/a  
Fax No./s : n/a  
E-mail Address : cllexgoods@gmail.com  
Mobile No. : +639177091800

2. I am granted 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 RFQ No. 2024-174/PR No. 2024-142 for the Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus of the Mindoro State University as shown in the Secretary's Certificate;
3. CLEX E-Xtronics Trading Inc. 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. CLEX E-Xtronics Trading Inc. is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers and members of *CLEX E-Xtronics Trading Inc.* is 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;

None of the officers, directors, and controlling stockholders of *CLEX E-Xtronics Trading Inc.* is 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. *CLEX E-Xtronics Trading Inc.* complies with existing labor laws and standards; and
8. *CLEX E-Xtronics Trading Inc.* is aware of and has undertaken the 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 RFQ No. 2024-174/PR No. 2024-142 for the Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus.



9. CLEX E-Xtronics Trading Inc. did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this 27 day of SEP, 2024 at PASIG CITY Philippines.

  
Annlie F. Bonicarlo  
Affiant

[Jurat]  
[Format shall be based on the latest Rules on Notarial Practice]

**SUBSCRIBED AND SWORN** to before me this 27 day of SEP, 2024 at PASIG 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/s exhibited to me his/her Passport No. P1422104C, with his/her photograph and signature appearing thereon.

Witness my hand and seal this 27 day of SEP, 2024.

NAME OF NOTARY PUBLIC  
Serial No. of Commission  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. 60777  
PTR No. 1627767 issued on Jan. 2, 2023 until Dec. 31, 2024 Manila  
IBP No. 16399 issued on Feb. 2, 2016  
Commission No. 2022-0918 issued on Nov. 18, 2022 Effective until Dec. 31, 2024/ Manila  
ISCLE No. PH-0001848 issued on Nov. 20, 2019 until April 14, 2025 Pasig City  
Office Address: L2F1 Upper Ground Floor E. Sandy Transpacific Place,  
2444 A. Taft Avenue Manila 1009

Doc. No. 261  
Page No. 40  
Book No. 10  
Series of 2024



REPUBLIC OF THE PHILIPPINES )  
CITY OF PASIG CITY ) S.S.  
X-----X

SECRETARY’S CERTIFICATE

I, Chester R. Gumarang, a duly elected and qualified Corporate Secretary of CLEX E-Xtronics Trading Inc., a corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office and place of business at Blk 12 Welfareville, Addition Hills, Mandaluyong City, **DO HEREBY CERTIFY**, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the Regular/Special meeting of the Board of Directors of the said corporation duly convened and held on September 23, 2024 at which meeting a quorum was present and acted throughout, the following resolution was unanimously approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

(Resolution No. 2024-09-113)

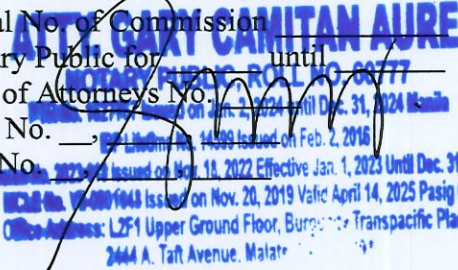
**RESOLVED**, that Annlie F. Bonicarlo, with email address at clxggoods@gmail.com as it hereby is, authorized to participate in the bidding RFQ No. 2024-174/PR No. 2024-142 for the Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culture and Arts of MinSU Bongabong Campus by the Mindoro State University; and that if awarded the project shall enter into a contract with the Mindoro State University; and in connection therewith hereby appoint Ariel B. Gonzalvo, Mercy C. Alejandro, MaryAnn S. Barroga and Shalot Rico acting as duly authorized and designated representatives of CLEX E-Xtronics Trading Inc. are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent CLEX E-Xtronics Trading Inc. in the bidding as fully and effectively as the President might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

**IN WITNESS WHEREOF**, I/We have hereunto set my/our hands this 27 day of SEP 2024  
at PASIG CITY

  
**Chester R. Gumarang**  
[Corporate Secretary]

**SUBSCRIBED AND SWORN** to before me this 27 day of SEP 2024 at PASIG 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/s exhibited to me his/her Unified Multi-Purpose ID, with his/her photograph and signature appearing thereon, with no. CRN – 0111-1869092-9.

Witness my hand and seal this 27 day of SEP 2024.

NAME OF NOTARY PUBLIC  
Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. \_\_\_\_\_  
PTR No. \_\_\_\_\_  
IBP No. \_\_\_\_\_  
  
Atty. GARY CANITAN AURE  
Notary Public for the Philippines  
Roll of Attorneys No. 14309 Issued on Jan. 2, 2024 until Dec. 31, 2024 Manila  
PTR No. 14309 Issued on Feb. 2, 2016  
IBP No. 14309 Issued on Nov. 11, 2022 Effective Jan. 1, 2023 until Dec. 31, 2024 Manila  
MCLE No. 15-0001948 Issued on Nov. 20, 2019 Valid April 14, 2025 Pasig City  
Office Address: L2F1 Upper Ground Floor, Burgeon Transpacific Place,  
2444 A. Taft Avenue, Malate

Doc. No. 262  
Page No. 40  
Book No. IV  
Series of 2024



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG RENTAS INTERNAL  
REVENUE REGION NO. 041  
REVENUE DISTRICT NO.

BIR 2303

Form No.

Revised July 1997

3RC0001037577

OCN

CERTIFICATE OF REGISTRATION

TIN	NAME	REGISTRATION DATE
778-265-329-000	CLEX E-XTRONICS TRADING INC.	06/01/2021

REGISTERED ADDRESS	BLK 12 WELFAREVILLE ADDITION HILLS MANDALUYONG CITY
--------------------	--

REGISTERED ACTIVITY(IES)

TAX TYPE

INCOME TAX

VALUE - ADDED TAX

WITHHOLDING TAX - EXPANDED/OTH

REGISTRATION FEE

WITHHOLDING TAX - COMPENSATION

TRADE NAME

LINE OF BUSINESS / INDUSTRY

CLEX E-XTRONICS TRADING INC

5190 OTHER WHOLESALING

5239 OTHER RETAIL SALE IN  
SPECIALIZED STORES

ISSUED W/ ASK FOR RECEIPT

INCOME TAX	
SINGLE PROPRIETOR	CORP/PART/ASSOC
1701Q	1702Q
1st Qtr MAY 15	1st Qtr MAY 30
2nd Qtr AUG 15	2nd Qtr AUG 29
3rd Qtr NOV 15	3rd Qtr NOV 29
1701	1702
APR 15	APR 15

WITHHOLDING TAX - EXPANDED	
1601EQ - Last day of the month following the end of quarter	BEFORE DEADLINE FOR FILING OF THE FIRST
1604E - Annual Information Return - March 01	QUARTERLY INCOME TAX RETURN OR ANNUAL

WITHHOLDING TAX - COMPENSATION	
1601-C 10th day of the following month	RENEWAL OF ANNUAL REGISTRATION FEE ON OR
1604-CF - Annual Information Return January 31	BEFORE JANUARY 31 USING BIR FORM 0905

VAT	
2550M - 20th day of the following month	IMMEDIATELY INFORM THIS DISTRICT OFFICE IN CASE OF TRANSFER/CESSATION OF REGISTRATION AND OTHER CONCERNS BY FILING FORM 1905
2550Q - Every 25th day after the close of each quarter	

PERCENTAGE TAX	
2551-Q Every 25th day after the close of each quarter	

BOOKS OF ACCOUNTS (H.O.)

BEFORE DEADLINE FOR FILING OF THE FIRST  
QUARTERLY INCOME TAX RETURN OR ANNUAL  
INCOME TAX RETURN WHICHEVER COMES EARLIER

RENEWAL OF ANNUAL REGISTRATION FEE ON OR  
BEFORE JANUARY 31 USING BIR FORM 0905

IMMEDIATELY INFORM THIS DISTRICT OFFICE IN CASE  
OF TRANSFER/CESSATION OF REGISTRATION AND  
OTHER CONCERNS BY FILING FORM 1905

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

ATTY. DEOGRACIAS T. VILLAR JR.

IDONAH ROY

REVENUE DISTRICT OFFICER (signature over printed name) District Officer

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

COMPLETED REQUIREMENTS

Dated: JUNE 11, 2021





CLEX Trading Inc <clexgoods@gmail.com>

**Your BIR AFS eSubmission uploads were received**

1 message

Tue, Apr 30, 2024 at 12:07 AM

eafs@bir.gov.ph <eafs@bir.gov.ph>  
To: CLEXGOODS@gmail.com  
Cc: CLEXGOODS@gmail.com

Hi CLEX E-XTRONICS TRADING INC,

**Valid files**

- EAFS778265329AFSTY122023.pdf
- EAFS778265329ITRTY122023.pdf

**Invalid file**

- <None>

Transaction Code: **AFS-0-4RT1P1PT03VSWVTZMQ12V3ZNS0BDEBH875**  
Submission Date/Time: **Apr 29, 2024 03:07 PM**  
Company TIN: **778-265-329**

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

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

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





Reference No : 462400059206428  
Date Filed : April 15, 2024 05:16 PM  
Batch Number : 0




Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue


For BIR Use Only: BCS/Item:

BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 1		<b>Annual Income Tax Return</b> For Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate <i>Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X". Two Copies MUST be filed with the BIR and one held by the taxpayer.</i>		 1702-RT 01/18ENCS P1	
1 For <input checked="" type="radio"/> Calendar <input type="radio"/> Fiscal		3 Amended Return? <input type="radio"/> Yes <input checked="" type="radio"/> No		4 Short Period Return? <input type="radio"/> Yes <input checked="" type="radio"/> No	
2 Year Ended (MM/20YY) 12/2023				5 Alphanumeric Tax Code (ATC) IC055 <input type="checkbox"/> Minimum Corporate Income Tax (MCIT) <input type="checkbox"/> IC010 <input checked="" type="checkbox"/>	
<b>Part I - Background Information</b>					
6 Taxpayer Identification Number (TIN) 778 - 265 - 329 - 000				7 RDO Code 041	
8 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS) CLEX E-XTRONICS TRADING INC.					
9A Registered Address (Indicate complete registered address) BLK 12 WELFAREVILLE ADDITION HILLS					
9B Zipcode					
10 Date of Incorporation/Organization (MM/DD/YYYY)					
11 Contact Number 09053550437			12 Email Address clex.extronics@outlook.com		
13 Method of Deductions <input checked="" type="radio"/> Itemized Deductions [Section 34 (A-J), NIRC] <input type="radio"/> Optional Standard Deduction (OSD) - 40% of Gross Income [Section 34(L), NIRC as amended by RA No. 9504]					
<b>Part II - Total Tax Payable (Do NOT enter Centavos)</b>					
14 Total Income Tax Due (Overpayment) (From Part IV Item 43)				335,233	
15 Less: Total Tax Credits/Payments (From Part IV Item 55)				148,063	
16 Net Tax Payable (Overpayment) (Item 14 Less Item 15) (From Part IV Item 56)				187,170	
<b>Add Penalties</b>					
17 Surcharge				0	
18 Interest				0	
19 Compromise				0	
20 Total Penalties (Sum of Items 17 to 19)				0	
21 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Item 16 and 20)				187,170	
If Overpayment, mark "X" one box only (Once the choice is made, the same is irrevocable) <input type="radio"/> To be refunded <input type="radio"/> To be issued a Tax Credit Certificate (TCC) <input type="radio"/> To be carried over as tax credit next year/quarter					
We declare under the penalties of perjury, that this annual return has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If Authorized Representative, attach authorization letter and indicate TIN)					
Signature over printed name of President/Principal Officer/Authorized Representative				Signature over printed name of Treasurer/Assistant Treasurer	
Title of Signatory		TIN	Title of Signatory		TIN
					4
<b>Part III - Details of Payment</b>					
Particulars	Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount	
23 Cash/Bank Debit Memo				0	
24 Check				0	
25 Tax Debit Memo				0	
26 Others (Specify Below)				0	
Machine Validation/Revenue Official Receipts Details (if not filed with an Authorized Agent Bank)				Stamp of receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)	




BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 2		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18ENCS P2	
Taxpayer Identification Number (TIN)			Registered Name		
778 - 265 - 329 - 000			CLEX E-XTRONICS TRADING INC.		
Part IV - Computation of Tax (Do NOT enter Centavos)					
27 Sales/Receipts/Revenues/Fees			14,806,310		
28 Less: Sales Returns, Allowances and Discounts			0		
29 Net Sales/Receipts/Revenues/Fees (Item 27 Less Item 28)			14,806,310		
30 Less: Cost of Sales/Services			11,785,483		
31 Gross Income from Operation (Item 29 Less Item 30)			3,020,827		
32 Add: Other Taxable Income Not Subjected to Final Tax			0		
33 Total Taxable Income (Sum of Items 31 and 32)			3,020,827		
Less: Deductions Allowable under Existing Law					
34 Ordinary Allowable Itemized Deductions (From Part VI Schedule I Item 18)			1,344,663		
35 Special Allowable Itemized Deductions (From Part VI Schedule II Item 5)			0		
36 NOLCO (only for those taxable under Sec. 27(A to C); Sec. 28(A)(1) & (A)(6)(b) of the tax Code) (From Part VI Schedule III Item 8)			0		
37 Total Deductions (Sum of Items 34 to 36)			1,344,663		
OR [in case taxable under Sec 27(A) & 28(A)(1)]					
38 Optional Standard Deduction (40% of Item 33)			0		
39 Net Taxable Income/(Loss) (If Itemized: Item 33 Less Item 37; If OSD: Item 33 Less Item 38)			1,676,164		
40 Applicable Income Tax Rate			20 %		
41 Income Tax Due other than Minimum Corporate Income Tax (MCIT) (Item 39 x Item 40)			335,233		
42 MCIT Due (2% of Item 33)			0		
43 Tax Due (Normal Income Tax Due in Item 41 OR the MCIT Due in Item 42, whichever is higher) (To Part II Item 14)			335,233		
Less: Tax Credits/Payments (attach proof)					
44 Prior Year's Excess Credits Other Than MCIT			0		
45 Income Tax Payment under MCIT from Previous Quarter/s			0		
46 Income Tax Payment under Regular/Normal Rate from Previous Quarter/s			0		
47 Excess MCIT Applied this Current Taxable Year (From Part VI Schedule IV Item 4)			0		
48 Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307			0		
49 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter			148,063		
50 Foreign Tax Credits, if applicable			0		
51 Tax Paid in Return Previously Filed, if this is an Amended Return			0		
52 Special Tax Credits (To Part V Item 58)			0		
Other Credits/Payments (Specify)					
53			0		
54			0		
55 Total Tax Credits/Payments (Sum of Items 44 to 54) (To Part II Item 15)			148,063		
56 Net Tax Payable / (Overpayment) (Item 43 Less Item 55) (To Part II Item 16)			187,170		
Part V - Tax Relief Availment					
57 Special Allowable Itemized Deductions (Item 35 of Part IV x Applicable Income Tax Rate)			0		
58 Add: Special Tax Credits (From Part IV Item 52)			0		
59 Total Tax Relief Availment (Sum of Items 57 and 58)			0		



BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 3		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18ENCS P3
Taxpayer Identification Number (TIN)			Registered Name	
778 - 265 - 329 - 000			CLEX E-XTRONICS TRADING INC.	
<b>Schedule I - Ordinary Allowable Itemized Deductions</b> (Attach additional sheet/s, if necessary)				
1 Amortizations			0	
2 Bad Debts			0	
3 Charitable Contributions			0	
4 Depletion			0	
5 Depreciation			12,806	
6 Entertainment, Amusement and Recreation			123,937	
7 Fringe Benefits			0	
8 Interest			0	
9 Losses			0	
10 Pension Trust			0	
11 Rental			0	
12 Research and Development			0	
13 Salaries, Wages and Allowances			622,635	
14 SSS, GSIS, Philhealth, HDMF and Other Contributions			70,505	
15 Taxes and Licenses			101,703	
16 Transportation and Travel			163,099	
17 Others (Deductions Subject to Withholding Tax and Other Expenses) (Specify below; Add additional sheet(s), if necessary)				
a Janitorial and Messengerial Services			0	
b Professional Fees			24,000	
c Security Services			0	
d OFFICE SUPPLIES			161,962	
e COMMUNICATION, LIGHT AND WATER			64,016	
f			0	
g			0	
h			0	
i			0	
18 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 17i) (To Part IV Item 34)			1,344,663	
<b>Schedule II - Special Allowable Itemized Deductions</b> (Attach additional sheet/s, if necessary)				
Description		Legal Basis	Amount	
1			0	
2			0	
3			0	
4			0	
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4) (To Part IV Item 35)			0	



BIR Form No. <b>1702-RT</b> January 2018(ENCS) Page 4		<b>Annual Income Tax Return</b> Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate		 1702-RT 01/18ENCS P4	
Taxpayer Identification Number (TIN)			Registered Name		
778 - 265 - 329 - 000			CLEX E-TRONICS TRADING INC.		
Schedule III - Computation of Net Operating Loss Carry Over (NOLCO)					
1 Gross Income (From Part IV Item 33)				0	
2 Less: Ordinary Allowable Itemized Deductions (From Part VI Schedule I Item 18)				0	
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule IIIA, Item 7A)				0	
Schedule IIIA - Computation of Available Net Operating Loss Carry Over (NOLCO) (DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)					
Net Operating Loss				B) NOLCO Applied Previous Year	
Year Incurred		A) Amount			
4		0		0	
5		0		0	
6		0		0	
7		0		0	
Continuation of Schedule IIIA (Item numbers continue from table above)					
C) NOLCO Expired		D) NOLCO Applied Current Year		E) Net Operating Loss (Unapplied) [ E = A Less (B + C + D) ]	
4	0	0		0	
5	0	0		0	
6	0	0		0	
7	0	0		0	
8 Total NOLCO (Sum of Items 4D to 7D) (To Part IV, Item 36)		0			
Schedule IV - Computation of Minimum Corporate Income Tax (MCIT)					
Year	A) Normal Income Tax as adjusted	B) MCIT	C) Excess MCIT over Normal Income Tax		
1	0	0	0		
2	0	0	0		
3	0	0	0		
Continuation of Schedule IV (Item numbers continue from table above)					
D) Excess MCIT Applied/Used in Previous Years		E) Expired Portion of Excess MCIT	F) Excess MCIT Applied this Current Taxable Year	G) Balance of Excess MCIT Allowable as Tax Credit for Succeeding Year/s [ G = C Less (D + E + F) ]	
1	0	0	0	0	
2	0	0	0	0	
3	0	0	0	0	
Total Excess MCIT Applied (Sum of Items 1F to 3F) (To Part IV Item 47)			0		
Schedule V - Reconciliation of Net Income per Books Against Taxable Income (attach additional sheet/s, if necessary)					
1 Net Income/(Loss) per books				1,676,164	
Add: Non-deductible Expenses/Taxable Other Income					
2				0	
3				0	
4 Total (Sum of Items 1 to 3)				1,676,164	
Less: A) Non-Taxable Income and Income Subjected to Final Tax					
5				0	
6				0	
B) Special Deductions					
7				0	
8				0	
9 Total (Sum of Items 5 to 8)				0	
10 Net Taxable Income/(Loss) (Item 4 Less Item 9)				1,676,164	





Republika ng Pilipinas  
Kagawaran ng Pananalapi  
Kawanihan ng Rentas Internas

eFPS Payment Details

TIN : 778 - 265 - 329 - 000  
Name : CLEX E-XTRONICS TRADING INC.  
Tax Period : 12/31/2023  
Reference Number : 462400059206428  
Tax Type : IT - Annual Income Tax Return (REGULAR)

Payment Transaction Number	: 240951324						
Date	: 04/15/2024						
Cash Amount Paid	: 187,170.00						
Bank	: 043000 - UNIONBANK						
Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	043000	187,170.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	0
No Available Batch Confirmation No Available Batch Acknowledgement							
Payment Transaction Number	: 240951062						
Date	: 04/15/2024						
Cash Amount Paid	: 187,170.00						
Bank	: 043000 - UNIONBANK						
Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	043000	187,170.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	0
No Available Batch Confirmation No Available Batch Acknowledgement							
Payment Transaction Number	: 240950589						
Date	: 04/15/2024						
Cash Amount Paid	: 187,170.00						
Bank	: 043000 - UNIONBANK						
Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	043000	187,170.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	57008
Batch Confirmation	043000	187,170.00	00000000000S50319211	04/15/2024	Authorized	0 - Successful	57008
Batch Acknowledgment	043000	187,170.00	00000000000S50319211	04/15/2024	Authorized	0 - Successful	57008
Payment Transaction Number	: 240945313						
Date	: 04/15/2024						
Cash Amount Paid	: 187,170.00						
Bank	: 043000 - UNIONBANK						
Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	043000	187,170.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	0
No Available Batch Confirmation No Available Batch Acknowledgement							
Payment Transaction Number	: 240944344						
Date	: 04/15/2024						
Cash Amount Paid	: 187,170.00						
Bank	: 043000 - UNIONBANK						
Origin	Bank Code	Amount	Number	Date	Status	Message	CBR BCS No.
Pending Online Confirmation	043000	187,170.00	-		Unknown	60 - Details of Payment were redirected to the corresponding Bank. Please verify with your Bank.	0
No Available Batch Confirmation No Available Batch Acknowledgement							

Total Payments (Successful/Unsuccessful): 935,850.00  
Total Payments (Successful) : 187,170.00



COVER SHEET
for
AUDITED FINANCIAL STATEMENTS

SEC Registration Number
2 0 2 1 0 5 0 0 1 2 8 4 2 - 2 3

Company Name
C L E X E - X T R O N I C S T R A D I N G I N C .

Principal Office (No./Street/Barangay/City/Town/Province)
B L K 1 2 W E L F A R E V I L L E , B R G Y .
A D D I T I O N H I L L S , M A N D A L U Y O N G
C I T Y , P H I L I P P I N E S 1 5 5 0

Form Type
A A F S

Department requiring the report
C R M D

Secondary License Type, If Applicable

COMPANY INFORMATION
Company's Email Address: clexgoods@gmail.com
Company's Telephone Number/s: 0917-709-1800
Mobile Number: 0905-355-0437
No. of Stockholders: 2
Annual Meeting Month/Day: 1st Monday of January
Fiscal Year Month/Day: December 31

CONTACT PERSON INFORMATION
The designated contact person MUST be an Officer of the Corporation
Name of Contact Person: LEONAROSE G. GUMARANG
Email Address: leonarosegraciano0219@gmail.com
Telephone Number/s: 0917-709-1800
Mobile Number: 0905-355-0437
Contact Person's Address: Road 8 Lot 6B Block 11 Pavahai Comembo Makati City

Note: 1.) In case of death, resignation or cessation of office of the officer designated as contact person, such incident shall be reported to the Commission within thirty (30) calendar days from the occurrence thereof with information and complete contact details of the new contact person designated.
2.) All Boxes must be properly and completely filled up. Failure to do so shall cause the delay in updating the corporation's records with the Commission and / or non-receipt of Notice of Deficiencies. Further, non-receipt of Notice of Deficiencies shall not excuse the corporation from liability for its deficiencies.

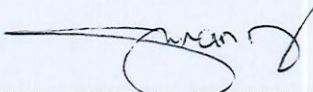


## STATEMENT OF MANAGEMENT'S RESPONSIBILITY FOR ANNUAL INCOME TAX RETURN


The Management of **CLEX E-XTRONICS TRADING INC.**, is responsible for all information and representations contained in the Annual Income Tax Return for the year ended December 31, 2023. Management is likewise responsible for all information and representations contained in the financial statements accompanying the Annual Income Tax Return covering the same reporting period. Furthermore, the Management is responsible for all information and representations contained in all the other tax returns filed for the reporting period, including, but not limited to, the value added tax returns, withholding tax returns, documentary tax returns, and any and all other tax returns.

In this regard, the Management affirms that the attached audited financial statements for the year ended December 31, 2023 and the accompanying Annual Income Tax Return are in accordance with the books and records of **CLEX E-XTRONICS TRADING INC.**, complete and correct in all material respects. Management likewise affirms that:

- 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;
- Any disparity of figures in the submitted reports arising from the preparation of financial statements pursuant to financial accounting standards and the preparation of the income tax return pursuant to tax accounting rules has been reported as reconciling items and maintained in the company's books and records in accordance with the requirements of Revenue Regulation No. 8-2007 and other relevant issuances;
- **CLEX E-XTRONICS TRADING INC.**, 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.



**LEONAROSE G. GUMARANG**  
Chairman/ President



**CHESTER R. GUMARANG**  
Corporate Treasurer

Signed this 25<sup>th</sup> day of March 2024



## STATEMENT OF MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

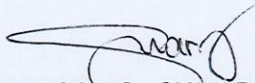
The management of **CLEX E-XTRONICS TRADING INC.** is responsible for the preparation and fair presentation of the financial statements, including the schedules attached therein, for the years ended December 31, 2023 and 2022, in accordance with the prescribed financial reporting framework indicated therein, 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 Company'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 to do so.

The Board of Directors is responsible for overseeing the Company's financial reporting process.

The Board of Directors reviews and approves the financial statements, including the schedules attached therein, and submits the same to the stockholders.

**ROXANNE MELANIE RIVERA, CPA**, the independent auditor appointed by the stockholders, has audited the financial statements of the Company in accordance with Philippine Standards on Auditing, and in his report to the stockholders, has expressed his opinion on the fairness of presentation upon completion of such audit.



**LEONAROSE G. GUMARANG**  
Chairman/ President



**CHESTER R. GUMARANG**  
Corporate Treasurer

Signed this 25<sup>th</sup> day of March 2024





## **INDEPENDENT AUDITOR'S REPORT**

The Stockholders and the Board of Directors  
**CLEX E-XTRONICS TRADING INC.**  
Blk 12 Welfareville, Brgy Addition Hills,  
Mandaluyong City, Philippines 1550

### **Report on the Audit of the Financial Statements**

#### ***Opinion***

I have audited the financial statements of **CLEX E-XTRONICS TRADING INC.** "the Company" which comprise the statements of financial position as at December 31, 2023 and 2022, and the statements of comprehensive income, statements of changes in equity and statements of cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Company as at December 31, 2023 and 2022, and its financial performance and its cash flows for the years then ended in accordance with Philippine Financial Reporting Standard for Small Entities (PFRS for SE).

#### ***Basis for Opinion***

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

#### ***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 PFRS 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 and error.

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

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





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

My 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 we conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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 we identify during our audit.

### ***Report on the Supplementary Information Required by the Bureau of Internal Revenue (BIR)***

My audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information on taxes, duties and license fees in the notes to the financial statements is presented for purposes of filing with the Bureau of Internal Revenue and is not a required part of the basic financial statements.





l statements. Such information is the responsibility of management. The information has been subjected to the auditing procedures applied in our audit of the basic financial statements. On our opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

  
ROXANNE MELANIE M. RIVERA

TIN 418-369-402-0000

Reg. Cert. No. 140776

BOA Reg No. 6133, valid Until December 31, 2026

BIR Accreditation No. 03-005242-1-2020, valid until December 31, 2024

PTR No. 15699447 issued on January 11, 2024

Rizal, Philippines  
March 23, 2024





## **SUPPLEMENTAL INDEPENDENT AUDITOR'S REPORT**

The Board of Directors and Stockholders  
**CLEX E-XTRONICS TRADING INC.**  
Blk 12 Welfareville, Brgy Addition Hills,  
Mandaluyong City, Philippines 1550

I have examined the financial statements of **CLEX E-XTRONICS TRADING INC.** for the year ended December 31, 2023, on which I have rendered the attached report dated March 23, 2024.

In compliance with SRC Rule 68, I am stating that **CLEX E-XTRONICS TRADING INC.** has a total number of Two (2) stockholders owning one hundred (100) or more shares each.



**ROXANNE MELANIE M. RIVERA**

TIN 418-369-402-0000

Reg. Cert. No. 140776

BOA Reg No. 6133, valid Until December 31, 2026

BIR Accreditation No. 03-005242-1-2020, valid until December 31, 2024

PTR No. 15699447 issued on January 11, 2024

Rizal, Philippines  
March 23, 2024





**Report of Independent Auditor**  
To Accompany Income Tax Return

The Stockholders and the Board of Directors  
**CLEX E-XTRONICS TRADING INC.**  
Blk 12 Welfareville, Brgy Addition Hills,  
Mandaluyong City, Philippines 1550

I have audited the financial statements of **CLEX E-XTRONICS TRADING INC.**, for the year ended December 31, 2023, on which I have rendered the attached report dated March 23, 2024.

In compliance with Revenue Regulations V-20, I am stating that I am not related by consanguinity or affinity to the president, manager or principal stockholder of the Company.

A handwritten signature in black ink, appearing to be 'Roxanne M. Rivera', written over a faint circular stamp.

**ROXANNE MELANIE M. RIVERA**

TIN 418-369-402-0000

Reg. Cert. No. 140776

BOA Reg No. 6133, valid Until December 31, 2026

BIR Accreditation No. 03-005242-1-2020, valid until December 31, 2024

PTR No. 15699447 issued on January 11, 2024

Rizal, Philippines  
March 23, 2024





**STATEMENT OF REPRESENTATION**  
(SRC Rules 68 and 68.1 as amended)

**SECURITIES AND EXCHANGE COMMISSION**

7907 Makati Avenue., Brgy. Bel-Air,  
Makati City, Philippines 1227

In connection with my examination of the financial statements of **CLEX E-XTRONICS TRADING INC.**, which is to be submitted to the commission, I hereby represent the following:

1. That I am in the active practice of the accounting profession and duly registered with the Board of Accountancy (BOA);
2. That the financial statements are presented in conformity with the Philippine Financial Reporting Standards for SMEs in all cases where I shall express an unqualified opinion; Except that in case of departure from such principles. I shall indicate the nature of the departure, the effect thereof, and the reason why compliance with the principles would result in misleading, if such is a fact;
3. That I shall fully meet the requirements of independence as provided under the code of Professional Ethics for CPAs;
4. That in conduct of the audit, I shall comply with the Philippine Standards on Auditing promulgated by the Board of Accountancy, in case any departure from such standards or any limitation in the scope of my examination, I shall indicate the nature of the departure and the extent of the limitation, the reason thereof and the effect thereof on the expression of my opinion or which may necessitate the negation of the expression of an opinion;
5. That I shall comply with the applicable rules and regulation of the Securities and Exchange Commission in the preparation and submission to financial statements;
6. That the relative to the expression of my opinion on the said financial statements, I shall not commit any acts discreditable to the profession as provided under the Code of Professional Ethics for the CPAs.

As a CPA engaged in public practice, I make this representation in my individual capacity.

**ROXANNE MELANIE M. RIVERA**

TIN 418-369-402-0000

Reg. Cert. No. 140776

BOA Reg No. 6133, valid Until December 31, 2026

BIR Accreditation No. 03-005242-1-2020, valid until December 31, 2024

PTR No. 15699447 issued on January 11, 2024

Rizal, Philippines  
March 23, 2024



**CLEX E-XTRONICS TRADING INC**  
**STATEMENT OF COMPREHENSIVE INCOME**  
For the Period Ended December 31, 2023 and 2022  
(In Philippine Peso)

	Note	2023	2022
<b>REVENUE</b>			
Net Sales	11	14,806,310	11,483,136
Other income		-	-
<b>GROSS REVENUE</b>		14,806,310	11,483,136
<b>LESS:</b>			
Cost of Sale	12	11,785,483	9,963,616
<b>GROSS INCOME</b>		3,020,827	1,519,520
<b>LESS:</b>			
<b>OPERATING EXPENSES</b>	13	1,344,662	919,839
<b>OPERATING INCOME</b>		1,676,165	599,681
<b>LESS:</b>			
<b>PROVISION FOR INCOME TAX</b>	14	335,233	119,936
<b>NET INCOME</b>		1,340,932	479,745

*See Accompanying Notes To Financial Statements*



**CLEX E-XTRONICS TRADING INC**  
**STATEMENT OF FINANCIAL POSITION**  
As of December 31, 2023 and 2022  
(In Philippine Peso)

	Note	2023	2022
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash on Hand and In Banks	4	286,397	251,988
Trade and Other Receivables	5	2,344,332	2,392,320
Inventories	6	14,464,186	17,134,128
Other Current Assets	7	148,063	112,012
Total Current Assets		17,242,978	19,890,448
<b>NON-CURRENT ASSETS</b>			
Property and Equipment - Net	8	89,642	102,448
Total Non-Current Assets		89,642	102,448
<b>TOTAL ASSETS</b>		<b>17,332,620</b>	<b>19,992,896</b>
<b>LIABILITIES AND STOCKHOLDERS' EQUITY</b>			
<b>CURRENT LIABILITIES</b>			
Account Payables- Trade	9	6,952,549	7,896,860
Income Tax Payables	14	187,170	44,067
Total Current Liabilities		7,139,719	7,940,927
<b>NON-CURRENT LIABILITIES</b>			
Advances from Officers	15	6,800,000	10,000,000
Total Current Liabilities		6,800,000	10,000,000
<b>EQUITY ATTRIBUTABLE TO THE OWNERS OF THE COMPANY</b>			
		3,392,901	2,051,969
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>17,332,620</b>	<b>19,992,896</b>
<i>See Accompanying Notes To Financial Statements</i>			



**CLEX E-XTRONICS TRADING INC**  
**STATEMENT OF CHANGES IN EQUITY**  
 For the Period Ended December 31, 2023 and 2022  
 (In Philippine Peso)

	Note	2023	2022
<b>Share Capital</b>			
Subscribed Share Capital @Php1 /share		1,500,000	1,500,000
Subscription Receivable		-	-
Paid-up Capital		1,500,000	1,500,000
<b>Add:</b>			
Retained Earnings		551,969	72,224
Dividend Distribution		-	-
Net Income(Loss)		1,340,932	479,745
<b>TOTAL STOCKHOLDERS EQUITY</b>		<b>3,392,901</b>	<b>2,051,969</b>

*See Accompanying Notes To Financial Statements*



**CLEX E-XTRONICS TRADING INC**  
**STATEMENT OF CASH FLOWS**  
For the Period Ended December 31, 2023 and 2022  
(In Philippine Peso)

	2023	2022
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Net Income	1,340,932	479,745
Adj. to reconcile Net Income to net cash provided by operating activities		
Depreciation Expense	12,806	12,806
Changes in assets and liabilities:		
Decrease(increase) in:		
Accounts Receivable-Trade & Others	47,988	(1,392,320)
Inventories	2,669,942	(3,568,400)
Other Current assets	(36,051)	(112,012)
Increase (decrease) in:		
Accounts Payable-Trade&Others	(801,208)	4,239,924
Net cash used by operating activities	3,234,409	(340,257)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of PPE	-	-
Gain on Sale of PPE		
Others		
Net cash used by investing activities	-	-
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Increase(decrease) in Paid-up Capital	-	-
Increase(decrease) in Long-term Debts	(3,200,000)	-
Prior Year Adjustment	-	-
Dividend Declaration	-	-
Net cash provided by financing activities	(3,200,000)	-
Net Cash increase(decrease)	34,409	(340,257)
Cash Balance Beginning of Year	251,988	592,245
<b>CASH BALANCE, END OF YEAR</b>	<b>286,397</b>	<b>251,988</b>

See Accompanying Notes To Financial Statements



**CLEX E-XTRONICS TRADING INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
December 31, 2023  
(With comparative figures from 2022)

**NOTE 1- CORPORATE INFORMATION**

CLEX E-Xtronics Trading Inc. (the "Company") was incorporated in the Philippines on 5 May 2021 with SEC Registration No. 2021050012842-23.

The corporation's primary purpose is to engage in general merchandise of goods, which includes, but not limited to, construction materials, jewelries, machinery and appliances, vehicles, electric, electronic or telecommunication equipment appliances and their parts, papers, pulps and paper products, household or office goods, materials, supplies, machineries and products of all classes and descriptions which are within the commerce of man. Currently, it is engaged in trading electronic and telecommunication equipment, appliances and construction materials.

The principal office address of the Company is located at Blk. 12 Welfareville, Brgy. Addition Hills, Mandaluyong City.

The financial statements of the Company for the year 2023 were authorized for issue by the Board of Directors on 12 April 2024. The Board of Directors is still empowered to make revision on financial statements even after the date of issue.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING AND FINANCIAL REPORTING POLICIES**

**2.1 Basis of preparation**

The principal accounting policies adopted in the preparation of the financial statements are set out below. The policies have been consistently applied to all the years presented, unless otherwise stated.

**Basis of measurement**

These financial statements have been prepared under the historical cost convention.

The preparation of the financial statements in conformity with Philippine Financial Reporting Standards for Small Entities (PFRS for SE) requires management to make judgments, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. Areas involving a higher degree of judgment and complexity, or area where assumptions and estimates are significant to the financial statements are disclosed in Note 3.

**Statement of compliance**

The financial statements of the Company have been prepared in accordance with PFRS for SE.

**Functional and presentation currency**

The Company's financial statements are prepared in Philippine peso(P), which is also the Company's functional and presentation currency, and all values are rounded off to the nearest peso, unless otherwise indicated.

**2.2 Cash**

Cash includes cash on hand and in banks and petty cash funds. Cash in bank in savings accounts earn interest at the respective bank deposit rates and these are deposits held at call with banks, Petty cash funds is intended as working funds for a small amount of expenses such as periodicals, reproduction cost, transportation, etc, Cash equivalents if any may consist of short-term, highly liquid debt instruments that are readily convertible to known amounts of cash with original maturities of three months or less and that are subject to an insignificant risk of change in value,

**2.3 Inventories**



Inventories are stated at the lower of cost and net realizable value determined on a first-in first-out method. Costs of inventories consist of purchase price, handling costs and other costs incurred in bringing each product to its present location and conditions. Net realizable value is the estimated selling price in the ordinary course of business less the estimated cost of completion and the estimated cost to sell.

A provision for inventory obsolescence is determined based on a review of the movement and current condition of each inventory item.

#### 2.4 Trade and other receivables

Trade and other receivables are recognized initially at transaction price. They are subsequently measured at amortized cost using the effective interest method less provision for impairment. The allowance for doubtful accounts is the estimated number of probable losses arising from non-collection based on past collection experience and management's review of the current status of the long-outstanding receivables.

Bad debts, if any, are written off during the year.

#### 2.5 Property and equipment

Items of property and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses.

Subsequent expenditures relating to an item of property and equipment that have already been recognized are added to the carrying amount of the asset when the expenditure have resulted in an increase in the future economic benefits in excess of the originally assessed standard of performance of the existing asset. Expenditures for repairs and maintenance are charged to current operations during the year when they are incurred.

Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. The estimated useful lives of the Company's property and equipment are as follows:

<u>Property classification</u>	<u>Estimated life</u>
Furniture and fixtures	10 years
Office equipment	10 years
IT Equipment	3 years

When assets are retired or otherwise disposed of, the cost and related accumulated depreciation and any impairment losses are removed from the accounts and any resulting gains or losses are credited or charged to current operations.

Fully depreciated assets are retained in the accounts until they are no longer in use and no further charge to depreciation is made in respect of those assets.

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of an asset, the depreciation of that asset is revised prospectively to reflect the new expectations.

#### 2.6 Impairment of non-financial assets

At each reporting date, property and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognized immediately in the statements of comprehensive income.

Similarly, at each reporting date, inventories are assessed for impairment by comparing the carrying amount of each item of inventory (or group of similar items) with its selling price less costs to complete and sell. If an item of inventory (or group of similar items) is impaired, its carrying amount is reduced to selling price less costs to complete and sell, and an impairment loss is recognized immediately in the statements of comprehensive income.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to the revised estimate of its recoverable amount (selling price less costs to complete and sell, in the



case of inventories), but not in excess of the amount that would have been determined had no impairment loss been recognized for the asset (group of related assets) in prior years. A reversal of an impairment loss is recognized immediately in the statements of comprehensive income.

## **2.7 Payables and provisions**

Payables are recognized initially at the transaction price and subsequently measured at amortized cost using the effective interest method.

The Company recognizes a provision if a present obligation has arisen as a result of a past event, payment is probable and the amount can be measured reliably. The amount recognized is the best estimate of the expenditure required to settle the present obligation at financial reporting date, that is, the amount the Company would rationally pay to settle the obligation to a third party.

Provisions are measured at the present value of the amount expected to be required to settle the obligation using a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the obligations. The increase in the provision due to passage of time is recognized as finance cost.

## **2.8 Retirement benefits**

RA 7641 shall apply as the Company has no defined retirement plans. The Company has not recognized any related cost as given the nature of the retail industry and high employee turnover rate.

## **2.9 Revenue recognition**

Revenue is recognized to the extent that it is probable that economic benefits will flow to the Company and amount can be reliably measured. The following specific revenue criteria must also be met before revenue is recognized:

### **Sale of goods**

Revenue is recognized upon delivery or shipment of goods to customers at invoiced amounts.

### **Finance income**

This is accrued on a time proportion basis, by reference to the principal outstanding amount at effective interest rate applicable.

## **2.10 Cost and expense recognition**

Expenses are recognized in the statements of comprehensive income when a decrease in future economic benefit related to a decrease in an asset or an increase in a liability has arisen that can be measured reliably. Expenses are recognized on the basis of a direct association between the costs incurred and the earning of specific items of income; on the basis of systematic and rational allocation procedures when economic benefits are expected to arise over several accounting periods and the association with income can only be broadly or indirectly determined; or immediately when an expenditure produces no future economic benefits or when, and to the extent that, future economic benefits do not qualify, or cease to qualify, for recognition in the statements of financial position as an asset.

Costs and expenses are recognized in the statements of comprehensive income upon utilization of the goods and services or at the date they are incurred. Expenses are presented using the function of expense method. Cost of sales consists of purchase price of merchandise and freight-in. Operating expenses are costs attributable to administrative and other business activities of the Company.

## **2.11 Leases**

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are charged to the statements of comprehensive income on the year it was incurred.

## **2.12 Income taxes**



Income tax expense represents the sum of the tax currently payable and deferred tax.

The tax currently payable is based on taxable profit for the year.

Deferred tax is recognized on differences between the carrying amounts of assets and liabilities in the financial statements and their corresponding tax bases (known as temporary differences). Deferred tax liabilities are recognized for all temporary differences that are expected to increase taxable profit in the future. Deferred tax assets are recognized for all temporary differences that are expected to reduce taxable profit in the future, and any unused Net Operating Loss Carryover (NOLCO) or unused tax credits from Minimum Corporate Income Tax (MCIT). Deferred tax assets are measured at the highest amount that, on the basis of current or estimated future taxable profit, is more likely than not to be recovered. The net carrying amount of deferred tax assets is reviewed at each reporting date and is adjusted to reflect the current assessment of future taxable profits. Any adjustments are recognized in the statements of comprehensive income.

Deferred tax is calculated at the tax rates that are expected to apply to the taxable profit (tax loss) of the periods in which it expects the deferred tax asset to be realized or the deferred tax liability to be settled, on the basis of tax rates that have been enacted or substantively enacted by the end of the reporting period.

### **2.13 Equity**

Share capital is determined using the nominal value of shares that have been issued.

Retained earnings include all current and prior period results of operations as disclosed in the statements of comprehensive income.

### **2.14 Related parties**

Parties are considered related if one party has the ability to control the other party or exercise significant influence over the other party in making financial and operating decisions. Individuals, associations or companies that directly or indirectly control or are controlled by or under common control are considered related parties. The key management personnel of the Company are also considered to be related parties.

### **2.15 Events after the financial reporting date**

Post year-end events up to the date of the auditor's report that provide additional information about the Company's position at financial reporting date (adjusting events) are reflected in the financial statements. Post year-end events that are not adjusting events are disclosed in the notes to the financial statements, when material.

## **NOTE 3 - CRITICAL ACCOUNTING ESTIMATES AND JUDGMENTS**

The Company makes certain estimates and judgments regarding the future. Estimates and judgments are continually evaluated based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. In the future, actual experience may differ from these estimates and assumptions. The judgments and estimates that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

### **Judgments**

In the process of applying the accounting policies, management has made the following judgments, apart from those involving estimations, which has the most significant effect on the amounts recognized in the financial statements:

#### **Determination if an arrangement contains a lease**

The determination whether an arrangement contains a lease is based on its substance. An arrangement is, or contains a lease when the fulfillment of the arrangement depends on a specific asset or assets and the arrangement conveys the right to use the asset.

The Company has entered into various operating lease agreements as a lessee. The Company has determined that the lessors retain all significant risks and rewards of ownership of these properties which are on operating lease agreements.



#### **Determination of functional currency**

The Company has determined that its functional currency is the Philippine Peso. The determination of functional currency was based on the primary economic environment in which the Company generates and expends cash.

#### **Classification of financial instruments**

The Company classifies financial instruments, or its component parts, on initial recognition as a financial asset, a financial liability or an equity instrument in accordance with the substance of the contractual agreement and the guidelines set by PFRS for SME on the definitions of a financial asset, a financial liability or equity.

The substance of a financial instrument, rather than its legal form and the management intention and ability to hold the financial instrument to maturity generally governs its classification in the statements of financial position.

#### **Estimates and assumptions**

The following are the key estimates and assumptions concerning the future and other key sources of estimation uncertainty at the financial reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year:

#### **Fair value of financial instruments**

The Company carries certain financial assets and liabilities at fair value, which requires extensive use of accounting estimates and judgment. While significant components of fair value measurement were determined using verifiable objective evidence, the amount of changes in fair value would differ if the Company utilized different valuation methodologies and assumptions. Any changes in fair value of these financial assets and liabilities would affect revenues and expenses and equity.

Fair value of financial assets and liabilities approximate its cost due to the relatively short-term maturities of financial instruments (see Note 4).

#### **Allowance for doubtful accounts**

The Company estimates the allowance for doubtful accounts related to its trade receivables that are specifically identified to be doubtful of collection. The level of allowance is evaluated by management on the basis of factors that affect the collectability of the accounts. In these cases, the Company uses judgment based on the best available facts and circumstances, including but not limited to, the length of the Company's relationship with the customer and the customer's credit status based on third party credit reports and known market factors, to record specific reserves for customers against amounts due in order to reduce the Company's receivables to amounts that it expects to collect. These specific reserves are re-evaluated and adjusted as additional information received affects the amounts estimated.

#### **Useful lives of property and equipment**

The useful lives of property and equipment are estimated based on the period over which the assets are expected to be available for use. The estimated useful lives of property and equipment are reviewed periodically and are updated if expectations differ from previous estimates due to physical wear and tear, technical or commercial obsolescence and legal or other limits on the use of the Company's assets. In addition, the estimation of the useful lives is based on Company's collective assessment of industry practice, internal technical evaluation and experience with similar assets. It is possible, however, that future results of operations could be materially affected by changes in these factors and circumstances. A reduction in the estimated useful lives of property and equipment would increase the recognized operating expenses and decrease non-current assets.

There has no change in the useful lives of property and equipment during the year.

#### **Impairment of property and equipment**

The Company assesses impairment on property and equipment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable.

The factors that the Company considers important which could trigger an impairment review include the following:



- significant underperformance relative to expected historical or projected future operating results;
- significant changes in the manner of use of the acquired assets or the strategy for overall business; and
- significant negative industry or economic trends.

An impairment is recognized whenever the carrying amount of an asset exceeds its recoverable amount. The recoverable amount is the higher of an asset's net selling price and value in use. The net selling price is the amount obtainable from the sale of an asset in an arm's length transaction while value in use is the present value of estimated future cash flows expected to arise from the continuing use of an asset or from its disposal at the end of its useful life. Recoverable amounts are estimated for individual assets or, if it is not possible, for the cash recoverable amount which represents the asset's net selling price.

In determining the present value of the estimated future cash flows expected to be generated from the continued use of the assets, the Company is required to make estimates and assumptions that can materially affect the financial statements.

**NOTE 4 – CASH**

This account consists of the following:

	2023	2022
Cash on Hand and in Banks	286,397	251,988
	286,397	251,988

**NOTE 5 - TRADE & OTHER RECEIVABLE**

This account consists of the following:

	2023	2022
Trade and Other Receivables	2,344,332	2,392,320
	2,344,332	2,392,320

**NOTE 6 - Inventories**

This account consists of the following:

	2023	2022
Inventories	14,464,186	17,134,128
	14,464,186	17,134,128

Inventories are stated at the lower of cost or net realizable value. Inventories are valued using the First-in First out method (FIFO).

**NOTE 7 - OTHER ASSETS**

This account consists of the following:

	2023	2022
Creditable Withholding Tax	148,063	112,012
	148,063	112,012

**NOTE 8 - PROPERTY AND EQUIPMENT**

This account consists of the following:



Roxanne Melanie M. Rivera, CPA

	Office Equipment and Fur&Fix	2023	2022
<u>Cost</u>			
Beg. Bal	128,060	128,060	128,060
Additional		-	-
Disposal	-	-	-
Revaluation	-	-	-
<u>Cost</u>	<u>128,060</u>	<u>128,060</u>	<u>128,060</u>
<u>Accum Depr.</u>			
Beg. Bal	25,612	25,612	12,806
Depreciation	12,806	12,806	12,806
<u>Tot. Accum Depr</u>	<u>38,418</u>	<u>38,418</u>	<u>25,612</u>
CV,12/31	89,642	89,642	102,448

Management believes that there appear no indications that an impairment loss should be provided during the year, considering that all of the Company's property and equipment components are in good operational condition.

#### NOTE 9 - TRADE AND OTHER PAYABLES

This account consists of the following:

	2023	2022
Accounts payable-trade	6,952,594	7,896,860
Income Tax Payable	187,170	44,067
	<u>7,139,764</u>	<u>7,940,927</u>

#### NOTE 10 - SHARE CAPITAL

The Company's authorized capital stock as at December 31, 2023 and 2022 consists of 1,500,000 common shares with a par value of P1.00 per share. All shares are subscribed and paid-up.

#### NOTE 11 - REVENUE

This account consists of the following:

	2023	2022
Sale of goods	14,806,310	11,483,136
	<u>14,806,310</u>	<u>11,483,136</u>

#### NOTE 12 - COST OF SALES

This account consists of the following:

	2023	2022
Inventory, 01/01	17,134,128	2,888,439
Add: Net Purchases	9,115,541	24,209,305
Cost Available for Sale	26,249,669	27,097,744
Less: Inventory, 12/31	14,464,186	17,134,128
Cost of Sale	<u>11,785,483</u>	<u>9,963,616</u>

#### NOTE 13 - OPERATING EXPENSES

This account consists of the following:



Roxanne Melanie M. Rivera, CPA

	2023	2022
Salaries and Wages, Allowances	622,635	486,000
SSS,PHIC, HDMF and Other Contributions	70,505	48,480
Office Supplies	161,962	57,797
Communication, light and water	64,016	20,813
Taxes and Licenses	101,703	39,818
Professional Fees	24,000	24,000
Depreciation	12,806	12,806
Transportation and travel	163,099	145,096
Representation and Entertainment	123,937	103,029
	<u>1,344,663</u>	<u>919,839</u>

#### NOTE 14 - INCOME TAXES

On July 27 of July 2020, Republic Act No. 11534 (the Act) was enacted into law, known as "Corporate Recovery and Tax Incentives for Enterprises Act (CREATE) to be effective commencing on July 1, 2020. Among the significant changes in the Act include the decrease in the regular corporate income tax for domestic corporations from 30% to 25% or 20% depending on the amount of total asset and taxable income of the corporation as applicable. The company qualifies to use the rate of 20%.

Also, the Minimum Corporate Income Tax (MCIT) rate has been reverted to 2% of gross profit effective July 1, 2023 and the Company has complied with this new law and necessary adjustments were made in the books affecting deferred MCIT and MCIT payable.

	2023
<u>Net Income Before Tax</u>	1,676,165
Multiply: Normal Corporate Income Tax -CREATE LAW	20.00%
Tax Due-NCIT	<u>335,233</u>
<u>Minimum Corporate Income Tax</u>	
Gross Income	3,020,827
Multiply: MCIT - CREATE LAW	1.50%
Tax Due - MCIT	<u>45,312</u>
Tax Due (Higher of NCIT and MCIT)	335,233
Less:	
Payments from Previous Quarters	-
Creditable Withholding Tax	148,063
Net Tax Due	<u>187,170</u>

#### NOTE 15 - RELATED PARTY TRANSACTIONS

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial and operating decisions. This includes: (a) individuals owning, directly or indirectly through one or more intermediaries, control or are controlled by, or under common control with, the company; (b) associates; and (c) individuals owning, directly or indirectly, an interest in the voting power of the company that gives them significant influence over the company and close members of the family of any such individual. In 2023, advances to and from Officers and directors of the company refer to capital originally intended to be used for increase in capital. However, changes in management structure and corporate plans put the increase on hold.

#### Compensation of Key Management Personnel



Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity. For the year 2023, there is no compensation to key management personnel.

**NOTE 16 - INFORMATION REQUIRED BY BUREAU OF INTERNAL REVENUE (BIR)**

**A. REVENUE REGULATION (RR) 15-2010**

On November 25, 2010, the BIR issued Revenue Regulations RR No. 15-2010 which prescribes additional procedural and/or documentary requirements in connection with the preparation and submission of financial statements accompanying the tax returns. Under the said RR, companies are required to disclose, in addition to the disclosures mandated under PFRS and such other standards and/or conventions that may heretofore be adopted, in the Notes to the Financial Statements, information on taxes, duties and license fees paid or accrued during the taxable year. Following is the required information under RR No. 15-2010 for the year ended December 31, 2023:

- A. VAT  
The company has P14,806,310 sales in 2023 which resulted to P1,776,757 output VAT. As for purchases, the company had P9,734,037 total purchases resulting to P1,168,084 input VAT.
- B. Taxes and Licenses  
The company paid P101,703 for taxes and licenses for the year ended 2023 with the below breakdown:
- |                              |         |
|------------------------------|---------|
| Mayors permit and other fees | 99,203  |
| Barangay Clearance           | 2,000   |
| BIR Reg. Fees                | 500     |
| Total                        | 101,703 |
- C. Withholding Taxes
- D. As of December 31, 2023, the Company has no pending tax court cases nor has received tax assessment notices from the BIR.

**B. REVENUE REGULATION (RR) 19-2011**

Revenue Regulations 19-2011 was issued to prescribe the new BIR Forms that will be used for Income Tax filing covering and starting with Calendar Year 2011, and to modify Revenue Memorandum Circular No. 57-2011. Pursuant to Section 244 in relation to Sections 6(H), 51(A)(1), and 51(A)(2) of the National Internal Revenue Code of 1997 (Tax Code), as amended, these Regulations are prescribed to revise BiR Form No. 1700, 1701 and 1702 to reflect the changes in information requested from said BIR Form and to enable the said form to be read by an Optical Character Reader. Under Guidelines and Instructions of BIR Form No. 1702, page 4, the following schedules are prescribed under existing revenue issuances which must form part of the Notes to the Audited Financial Statements:

The following information for the year ended December 31, 2023 is presented for the purpose of filing with the BIR and is not a required part of the basic financial statements. The Company's transactions are subject only to regular/normal tax rate. It does not have transactions exempt from income tax.

a. Sales

	2023
Sale of goods	14,806,310
	14,806,310

b. Cost of sales



Roxanne Melanie M. Rivera, CPA

	<u>2023</u>
Inventory, 01/01	17,134,128
Add: Net Purchases	9,115,541
Cost Available for Sale	<u>26,249,669</u>
Less: Inventory, 12/31	14,464,186
Cost of Sale	<u>11,785,483</u>

c. Itemized Deductions (if taxpayer did not avail of OSD)

	<u>2023</u>
Salaries and Wages, Allowances	622,635
SSS,PHIC, HDMF and Other Contributions	70,505
Office Supplies	161,962
Communication, light and water	64,016
Taxes and Licenses	101,703
Professional Fees	24,000
Depreciation	12,806
Transportation and travel	163,099
Representation and Entertainment	123,937
	<u>1,344,663</u>

d. Taxes and licenses

No.	Particulars	<u>Amount</u>
1	Annual Registration	500
2	Brgy Clearance	2,000
3	Business Tax and other Fees	99,203
		<u>101,703</u>





CLEX Trading Inc <clexgoods@gmail.com>

Your BIR AFS eSubmission uploads were received

1 message

Tue, Apr 30, 2024 at 12:07 AM

eafs@bir.gov.ph <eafs@bir.gov.ph>  
To: CLEXGOODS@gmail.com  
Cc: CLEXGOODS@gmail.com

Hi CLEX E-XTRONICS TRADING INC,

Valid files

- EAFS778265329AFSTY122023.pdf
- EAFS778265329ITRTY122023.pdf

Invalid file

- <None>

Transaction Code: **AFS-0-4RT1P1PT03VSWVTZMQ12V3ZNS0BDEBH875**  
Submission Date/Time: **Apr 29, 2024 03:07 PM**  
Company TIN: **778-265-329**

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

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

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





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF INTERNAL REVENUE**  
REVENUE REGION 7B-EAST, NCR  
QF-TCC-01-01-2023

TCBP NO. 07B- 041- 05-22-R1195-2024-M

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

## CLEX E-XTRONICS TRADING INC.

Name of Taxpayer

BLK 12 WELFAREVILLE ADDITION HILLS MANDALUYONG CITY 1550

Address

778-265-329-000

Taxpayer Identification Number

This is to certify that the abovementioned 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 22nd day of May, 2024

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL MAY 22, 2025 ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES. CERTIFICATION FEE OF P100 WAS PAID ON MAY 15, 2024 UNDER EFPS TRANSACTION NUMBER 241742779. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



**ALBERT JOY A. ARAÑO**  
OIC-CHIEF, COLLECTION DIVISION



**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.





REPUBLIC OF THE PHILIPPINES  
**SECURITIES AND EXCHANGE COMMISSION**  
Ground Floor, Secretariat Building, PICC Complex,  
Pasay City, Metro Manila



COMPANY REG. NO.: 2021050012842-23

## **CERTIFICATE OF INCORPORATION**

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of:

### **CLEX E-Xtronics Trading Inc.**

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange broker merchant, financing lending company, and time shares club shares/membership certificate issuers or selling agents thereof; nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

This Certificate **DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.**

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at Ground Floor, Secretariat Building, PICC Complex, Pasay City, Metro Manila, Philippines, this day of 05 May Two Thousand Twenty One.

**GERARDO F. DEL ROSARIO**

Director

Company Registration and Monitoring Department

For SEC use only  
G469 (PSIC as reserved)  
Stock Corporation  
Less Than 5 Incorporators

DOCUMENTARY STAMP TAX PAID



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

**APPROVED BUDGET FOR THE CONTRACT (ABC)**  
**Supply and Delivery of Office Supplies, Furniture & Fixtures, Other Supplies and Technical & Scientific Equipment of Office of Culutre and Arts of MinSU Bongabong Campus**  
**Labasan, Bongabong, Oriental Mindoro**  
Project Name and Location

Stations: Mindoro State University

Length:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS				TOTAL COST	UNIT COST		
									INFLATION, CURRENCY		VALUE	INFLATION, CURRENCY				
									%	(10)		(11)			(5)X(9)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)					(12)		(13)	
														</		

1637

















Republic of the Philippines  
MINDORO STATE UNIVERSITY  
Bongabong Campus  
Labasan, Bongabong, Oriental Mindoro



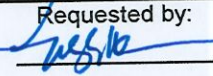
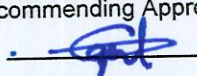
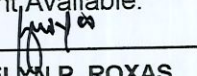
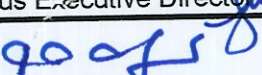
PURCHASE REQUEST

Fund Cluster:

Office/Section :		PR No.: 2024-142		Date: May 30, 2024	
		Responsibility Center Code :			
Stock/ Property	Unit	Item Description	Qty	Unit Cost	Total Cost
Lot 1- Office supplies					-
1	Pcs	003 Ink Black	10	450.00	4,500.00
2	Pcs	Printer ink #003 C/M/C	18	450.00	8,100.00
3	Reams	Bond Paper (A4) S 24	10	450.00	4,500.00
4	Reams	Bond Paper (Short) S 20	20	240.00	4,800.00
5	Reams	Bond Paper (Long)	20	180.00	3,600.00
6	Pcs	Certificate Holder	100	50.00	5,000.00
7	Pcs	Clear Folder (Long/Green)	50	30.00	1,500.00
8	Pcs	Clear Folder (Short)	50	25.00	1,250.00
9	Btls	Glue (240G)	10	85.00	850.00
10	Pcs	Masking Tape 1"	10	50.00	500.00
11	Pcs	Masking Tape 3/4"	10	50.00	500.00
12	Pcs	Packing Tape	10	65.00	650.00
13	Pcs	Record Book (200LVS)	5	90.00	450.00
14	Pcs	Scissors (Big)	5	80.00	400.00
15	Pcs	Scotch Tape (2')	10	50.00	500.00
16	Pcs	Stapler with Remover	2	435.00	870.00
17	Unit	Tape Dispenser LS550	2	350.00	700.00
18	Pcs	Cutter (Big)	2	250.00	500.00
19	Btls	White Board Ink Black	5	200.00	1,000.00
Lot 2 - SE - Tech & Scientific Equipment					-
1	pc	62 Keys Portable keybaord	1	30,000.00	30,000.00
		*Body color: black			-
		* Keyboard: No of keys 61			-
		* Type: Organ type			-
2	sets	Wireless microphone	2	10,000.00	20,000.00
		* 4 Channel Professional UHF wireless			-
		Microphone 120 receiving distance, Metal			-
		w/ Four Handheld Microphone			-
		* each sets has 4 wireless microphone			-
Page 1 Total					90,170.00

Purpose:

Misc supplies & equipment for OOCAA

Requested by:	Recommending Approval:	Certified Allotment Available:
Signature : 		
Printed Name : REYMARK D. FRAN	CIEDELLE P. SALAZAR, Ph.D.	ROVELYN P. ROXAS
Designation : Coordinator -OOCAA	Campus Executive Director	Budget Officer III
Approved by:		
Signature : 		
Printed Name : CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.		
Designation : OJC -University President		

SIF - 10/1  
164-200  
06-874  
5020301470  
5020321413





Republic of the Philippines  
MINDORO STATE UNIVERSITY  
Bongabong Campus  
Labasan, Bongabong, Oriental Mindoro



PURCHASE REQUEST

Fund Cluster:

Office/Section :		PR No.: 2024-142		Date: May 30, 2024	
		Responsibility Center Code :			
Stock/ Property	Unit	Item Description	Qty	Unit Cost	Total Cost
					-
3	pcs	Stage light	10	5,000.00	50,000.00
		* Bid dipper LP001-H Stage light LED 54*3W rbgw Par Lights			-
		* Features: color changing effect, strobe, LCD Operation			-
		* Control Mode: Sound activated/Auto play/ DMX/ Master slave			-
		* Power supply: AC110V - 240V/50-60HZ			-
		* LED Angle: 25"			-
		* DMX channel: 8			-
		* w/ DMX cable			-
		Lot 3 - SE- F & F			-
1	pcs	L-shaped Office table	1	20,000.00	20,000.00
		* Color: Table top: Wood stain beige/ Table frame - black			-
		* Materials: table top- laminated wood / table frame - laminated wood			-
		* Dimensions: Main table: 1500 x 800 x 750mm, 1800 x 900x 750 / Side table 900x450x750mm			-
2	pcs	Steel cabinet	2	15,000.00	30,000.00
		* Materials: alloy			-
		* Drawer: paper size			-
		* 10 cabinets			-
		SE- Office Equipment			-
1	pcs	Camera Lens	1	15,000.00	15,000.00
		* Focal Length: 75-300mm			-
		* Maximum Aperture f/4-5.6			-
		* Minimum Aperture f/32-45			-
		* Camera Mount type: Canon EF			-
		* Minimum focus distance: 4.92' /1.5m			-
		* Magnification: 0.25x			-
		* Format Compatibility: 35mm film / full- frame digital sensor			-
		Page 2 total			115,000.00

Purpose:

Misc supplies & equipment for OOCOA

Requested by:	Recommending Approval:	Certified Allotment Available:
Signature : Printed Name : Designation :	Signature : Printed Name : Designation :	Signature : Printed Name : Designation :
REYMARK D. FRAN Coordinator - OOCOA	CIEDELLE P. SALAZAR, Ph.D. Campus Executive Director	ROVELYN P. ROXAS Budget Officer III

Approved by:

Signature :  
Printed Name :  
Designation :

CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.  
OIC -University President

STF 1071  
154,000  
06-878  
070321013  
5020322001  
070321002





Republic of the Philippines  
MINDORO STATE UNIVERSITY  
Bongabong Campus  
Labasan, Bongabong, Oriental Mindoro



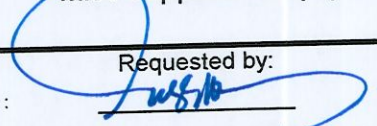
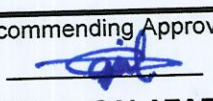
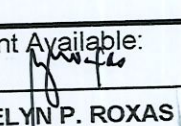
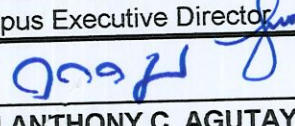
PURCHASE REQUEST

Fund Cluster:

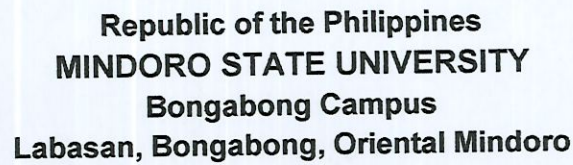
Office/Section :		PR No.: 2024-142		Date: May 30, 2024	
		Responsibility Center Code :			
Stock/ Property	Unit	Item Description	Qty	Unit Cost	Total Cost
		Lot 4 - Other S & M			-
	Gal	Alcohol 70% Solution	1	650.00	650.00
1	Pcs	Air Freshener Spray	5	300.00	1,500.00
2	Pcs	Broom (Tambo)	3	180.00	540.00
3	Pcs	Container For Water Dispenser (18lts)	2	380.00	760.00
4	Pcs	Dustpan (Plastic/Heavy Duty)	2	120.00	240.00
5	Set	Tornado Mop, bucket And Squeezer Set	1	3,500.00	3,500.00
6	Pcs	Blue Water Container (20L)	10	280.00	2,800.00
7	Bundle	Garbage Bag (Extra Large)	2	1,500.00	3,000.00
8	Pcs	Philippine Flag (4x6 ft)	1	2,500.00	2,500.00
9	rolls	Geena / Pongee Fabric	4	7,000.00	28,000.00
10	Pcs	Folk Dance (Customized Barong)	6	2,000.00	12,000.00
11	Pcs	Folk Dance (Customized Filipiniana)	6	3,000.00	18,000.00
12	Pcs	Hiphop (Top Costume)	10	1,500.00	15,000.00
13	Pcs	Hiphop (Bottom Costume)	10	1,500.00	15,000.00
14	Pcs	Contemporary (Customized Full Costume)	10	3,000.00	30,000.00
15	Pcs	Canvass (20x16) Inches	10	280.00	2,800.00
16	Pcs	Canvass (24x30) Inches	10	600.00	6,000.00
17	Set	Art Painting Brush Set	2	2,000.00	4,000.00
18	Set	Charcoal Pencil Set	2	1,500.00	3,000.00
19	Set	Sketch Pencil Set	1	1,500.00	1,500.00
20	set	Acrylic Paint set	4	200.00	800.00
21		Lot 5 - Tech & Scientific Equipment			-
	Unit	DJI Mini 3 Pro RC Drone	1	60,000.00	60,000.00
		* up to 4K60p Video & 48MP Raw stills			-
		* Tri-Dir4ectional Obstacle Avoidance			-
		* Regulation-Friendly 8.8 oz weight			-
		* w/ remote			-
		* up to 34 minutes of flight time			-
		* Rotating gimbal for Vertical Shooting			-
		* up to 75 mile range w/ ocuSync 3			-
		* Foldable design for easy travel/Storage			-
Page 3 total					211,590.00

Purpose:

Misc supplies & equipment for OOCOA

Requested by:	Recommending Approval:	Certified Allotment Available:
Signature : 		
Printed Name : REYMARK D. FRAN	CIEDELLE P. SALAZAR, Ph.D.	ROVELYN P. ROXAS
Designation : Coordinator - OOCOA	Campus Executive Director	Budget Officer III
Approved by:		
Signature : 		
Printed Name : CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.		
Designation : OIC -University President		



[illegible]



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

# PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

**END-USER UNIT:** Students OFC 44 Office  
**Changed to STF - Beginning Cultural Fees**  
**Project, Programs and Activities**

[illegible]

**TOTAL BUDGET:**

151,590.00  
+ 62,590

Prepared by:

REMARK D. FRAN  
Coordinator, OECTA (Office Of Culture And Arts)

**Recommending Approval:**

**CIEDELLE P. SALAZAR, Ph.D.**  
Campus Executive Director



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

PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

END USER UNIT: Students (NRAA Unit)  
Charged to STF - Beginning Cultural Fest  
Project, Programs and Activities

Project, Programs and Activities							SCHEDULE/MILESTONE OF ACTIVITIES											
CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
	OTHER SUPPLIES AND MATERIALS EXPENSE																	
UV •	alcohol 70% solution	gals	1	650.00	650.00	Public Bidding	✓											
UV •	air freshener spray	pcs	5	300.00	1,500.00	Public Bidding	✓											
UV •	brown (tanbo)	pcs	3	180.00	540.00	Public Bidding	✓											
UV •	container for water dispenser (18lbs)	pcs	2	380.00	760.00	Public Bidding	✓											
UV •	disruptor (plastic heavy duty)	pcs	2	120.00	240.00	Public Bidding	✓											
UV •	ermado mop, bucket and squeezer set	set	1	3,500.00	3,500.00	Public Bidding	✓											
UV •	Blue water container (20L)	pcs	10	280.00	2,800.00	Public Bidding	✓											
UV •	garbage bag (extra large)	bundle	2	1,500.00	3,000.00	Public Bidding	✓											
UV •	philippine flag (4x6 ft)	pcs	1	2,500.00	2,500.00	Public Bidding	✓											
UV •	Green / Pongee Fabric	roll	4	7,000.00	28,000.00	Public Bidding	✓											
•	Costume and Arts Materials Expenses*																	
UV •	Folk Dance (Customized Barong)	pcs	6	2,000.00	12,000.00	Public Bidding	✓											
UV •	Folk Dance (Customized Filipiniana)	pcs	6	3,000.00	18,000.00	Public Bidding	✓											
UV •	HipHop (Top Costume)	pcs	10	1,500.00	15,000.00	Public Bidding	✓											
UV •	HipHop (Bottom Costume)	pcs	10	1,500.00	15,000.00	Public Bidding	✓											
UV •	TOTAL				103,490.00													

TOTAL BALANCE FORWARDED:

103,490.00

Prepared By:

REYMARK D. FRAN  
Coordinator, OGCAT (Office Of Culture And Arts)

Recommending Approval:

CEDRILE F. SALAZAR, Ph.D.  
Campus Executive Director



## PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

### *Project, Programs and Activities*

TOTAL BUDGET:

REYMARK D. FRAN  
Coordinator, SOCAA (Office Of Culture And Arts)

**CIBELLE F. SALAZAR, Ph.D.**  
Campus Executive Director



PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END USER UNIT: Students (OCCA Office)  
Charged to STF - Beginning Cultural Fees  
Project, Programs and Activities

CODE	GENERAL DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT	MODE OF PROCUREMENT	SCHEDULE/MILESTONE OF ACTIVITIES											
							Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
04.00	Portable Keyboard	pc	1	30,000.00	30,000.00	Public Bidding	✓											
	Professional Wireless Microphone	sets	3	10,000.00	30,000.00	Public Bidding	✓											
	Stage Lights	pc	10	5,000.00	50,000.00	Public Bidding	✓											
TOTAL					110,000.00													

TOTAL BUDGET:

110,000.00

Prepared By:

REYMARK D. FRAN  
Coordinator, OCCA (Office of Culture And Arts)

Recommending Approval:

CIEDELE P. SALVAR, Ph.D.  
Campus Executive Director



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

## PROJECT PROCUREMENT MANAGEMENT PLAN (PMP)

**END-USER UNIT:** Students OOC4A Office  
Charged to STF - Beginning Cultural Fees  
Project, Programs and Activities

[illegible]**TOTAL BUDGET:**

30,170.00  
101,000.00

Prepared by:

**REYMARK D. FRAN**  
Coordinator, OUCAA (Office Of Culture And Arts)

**Recommending Approval:**

**CIEDELL Y. SALAZAR, Ph.D.**  
Campus Executive Director





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



Supplier : CLEX E-XTRONICS TRADING INC.			P.O. No. : _____		
Address : Blk 12 Welfareville, Addition Hills, Mandaluyong City			Date : _____		
TIN : 778-265-329-000			Mode of Procurement : <u>Small Value Procurement</u>		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>MinSU</u>			Delivery Term : <u>30 days</u>		
Date of Delivery : _____			Payment Term : <u>cheque</u>		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Lot 1 - Office Supplies</b>			-
1	pcs	003 Ink Black	10	390.00	3,900.00
2	pcs	Printer ink #003 C/M/C	18	400.00	7,200.00
3	reams	Bond Paper (A4) S 24	10	320.00	3,200.00
4	reams	Bond Paper (Short) S 20	20	280.00	5,600.00
5	reams	Bond Paper (Long)	20	340.00	6,800.00
6	pcs	Certificate Holder	100	45.00	4,500.00
7	pcs	Clear Folder (Long/Green)	50	15.00	750.00
8	pcs	Clear Folder (Short)	50	10.00	500.00
9	btls	Glue (240G)	10	140.00	1,400.00
10	pcs	Masking Tape 1"	10	25.00	250.00
11	pcs	Masking Tape 3/4"	10	18.00	180.00
12	pcs	Packing Tape	10	34.00	340.00
13	pcs	Record Book (200LVS)	5	80.00	400.00
14	pcs	Scissors (Big)	5	76.00	380.00
15	pcs	Scotch Tape (2')	10	45.00	450.00
16	pcs	Stapler with Remover	2	150.00	300.00
17	unit	Tape Dispenser LS550	2	320.00	640.00
18	pcs	Cutter (Big)	2	25.00	50.00
19	btls	White Board Ink Black	5	127.00	635.00
		<b>XX</b>			-
					-
					-
					-
					-
		<b>TOTAL</b>			<b>37,475.00</b>
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.					
Conforme:			Very truly yours,		
Signature over Printed Name of Supplier			ENYA MARIE D. APOSTOL, <i>Ph.D.</i> SUC President III		
Date					
Fund Cluster : _____			ORS/BURS No. : _____		
Funds Available : _____			Date of the ORS/BURS: _____		
MARIA CRISTINA D. SISCAR, CPA Accountant III			Amount : _____		
Purpose/s: Misc supplies & equipment for OOCAA					







<b>Supplier : CLEX E-XTRONICS TRADING INC.</b> Address : Blk 12 Welfareville, Addition Hills, Mandaluyong City TIN : 778-265-329-000			<b>P.O. No. : _____</b> <b>Date : _____</b> <b>Mode of Procurement : <u>Small Value Procurement</u></b>		
<b>Gentlemen:</b> Please furnish this Office the following articles subject to the terms and conditions contained herein:					
<b>Place of Delivery : <u>MinSU</u></b> <b>Date of Delivery : _____</b>			<b>Delivery Term : <u>30 days</u></b> <b>Payment Term : <u>cheque</u></b>		
<b>Stock/ Property No.</b>	<b>Unit</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Amount</b>
		<b>Lot 1 - Office Supplies</b>			-
1	pcs	003 Ink Black	10	390.00	3,900.00
2	pcs	Printer ink #003 C/M/C	18	400.00	7,200.00
3	reams	Bond Paper (A4) S 24	10	320.00	3,200.00
4	reams	Bond Paper (Short) S 20	20	280.00	5,600.00
5	reams	Bond Paper (Long)	20	340.00	6,800.00
6	pcs	Certificate Holder	100	45.00	4,500.00
7	pcs	Clear Folder (Long/Green)	50	15.00	750.00
8	pcs	Clear Folder (Short)	50	10.00	500.00
9	btls	Glue (240G)	10	140.00	1,400.00
10	pcs	Masking Tape 1"	10	25.00	250.00
11	pcs	Masking Tape 3/4"	10	18.00	180.00
12	pcs	Packing Tape	10	34.00	340.00
13	pcs	Record Book (200LVS)	5	80.00	400.00
14	pcs	Scissors (Big)	5	76.00	380.00
15	pcs	Scotch Tape (2')	10	45.00	450.00
16	pcs	Stapler with Remover	2	150.00	300.00
17	unit	Tape Dispenser LS550	2	320.00	640.00
18	pcs	Cutter (Big)	2	25.00	50.00
19	btls	White Board Ink Black	5	127.00	635.00
		<b>XX</b>			-
					-
					-
					-
					-
		<b>TOTAL</b>			<b>37,475.00</b>
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.					
Conforme: _____  Signature over Printed Name of Supplier  _____ Date			Very truly yours,  <b>ENYA MARIE D. APOSTOL, Ph.D.</b> SUC President III		
Fund Cluster : _____ Funds Available : _____  <b>MARIA CRISTINA D. SISCAR, CPA</b> Accountant III			ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____		
Purpose/s: Misc supplies & equipment for OOCAA					



