



**SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4<sup>TH</sup> ANNIVERSARY CELEBRATION**  
**OF MINSU**  
*Name of Project*

**BAC Resolution Recommending Approval**  
**Resolution No. 028, s. 2025**

**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. 2025-016** for the project **“Supply and Delivery of Supplies and Materials for the 4<sup>th</sup> Anniversary Celebration of MinSU”** with an Approved Budget for the Contract (ABC) amounting to **Three Hundred Seventy-Five Thousand Seven Hundred Seventy-Five Pesos (Php375,775.00)** composed of five (5) lots;

Particulars	Sub-ABC Amount
Lot 1- Motorcade	Php4,500.00
Lot 2- Mr. and Ms. MinSUFEA 2025	Php37,200.00
Lot 3- Ecumenical Service	Php3,000.00
Lot 4- Seminar, Recognition Program and MinSU Grand Ball	Php319,000.00
Lot 5- Supplies and Materials	Php12,075.00

**WHEREAS**, in response to the advertisement of the project, three (3) suppliers/bidders were found in the document request list, however two (2) suppliers/bidders in the name of **GUHIT ARTS CENTER AND SPORTING GOODS** and **KRISTWIN CONSUMER GOODS TRADING** submitted price quotation before the deadline;

**WHEREAS**, **GUHIT ARTS CENTER AND SPORTING GOODS** submitted price quotation for Lot Nos. 1,2, 3 and 4; while **KRISTWIN CONSUMER GOODS TRADING** submitted price quotation for Lot No. 5;

**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	Php4,500.00	Guhit Arts Center And Sporting Goods	Php1,728.00
2	Php37,200.00	Guhit Arts Center And Sporting Goods	Php33,800.00
3	Php3,000.00	Guhit Arts Center And Sporting Goods	Php3,000.00
4	Php319,000.00	Guhit Arts Center And Sporting Goods	Php239,650.00
5	Php12,075.00	Kristwin Consumer Goods Trading	Php9,302.00

**WHEREAS**, the BAC examined and verified the price quotation 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 Supplies and Materials for the 4<sup>th</sup> Anniversary Celebration of MinSU”** as follows:

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



- a. Lot Nos. 1,2,3 and 4 to Guhit Arts Center and Sporting Goods for being the supplier/bidder Single Calculated Responsive Bid (SCRB);
- b. Lot No. 5 to Kristwin Consumer Goods Trading for being the supplier/bidder with Single Calculated Responsive Bid (SCRB);

**RESOLVED**, this 4<sup>th</sup> day of March, 2025 at MinSU-Main Campus, Alcate, Victoria, Oriental Mindoro.

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

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

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

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

  
**MELGAR G. FADRIQUEHAN**  
BAC Member

Approved/Disapproved

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

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





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

### **I. Particulars**

Lot No.: Lot - B

Project Name: Supply and Delivery of Supplies and Materials for 4th Anniversary Celebration of MINSU

**Project Location:** WV  
**Implementing Office:**

**Method of Procurement:**

**Approved Budget for the Contract (AB)  
Deadline of Submission of Quotation:**

Deadline of Submission of Quotation.

## II. Abstract of Quotations / for SVP

**Evaluation of Document/s Required to be Submitted within the deadline specified in the RFQ**

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

**III. Recommendation /Resolution**

☐ Recommend to Award Contract

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

Date:

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Kristwin Consumer Goods Trading

**Lowest / Single Calculated and Responsive Quotation:**

**Contract Price Award (in words & figures):**

Nine thousand, three hundred  
sixty-five (9,365.00)

☐ Declaration of Failure under Section 35 of Revised IRR of RA 9184

☐ All prospective bidders are declared ineligible [ Sec. 35.1(b)]

35.1 (c) All bids failed to comply with all the bid requirements or fail post-qualification [Sec.

Date:

**LINA B. JAVIER**  
TWG Member

MAY C. BERON  
TWG Member

**FELIX A. MINESTERIO**  
TWG Member

MERVIN L. ICALLA  
TWG Member

**Engr. MARK KEYLORD S. ONAL**  
BAC-TWG Head

**\*Proceed only if recommended for award of contract\***

-Main Campus, Alcate, Victoria

•Hongkong Campus, Labuan, Hongkong, Malayan City Campus, Manila, Culapan City

**\*Proceed only if recommended for award of contract\***



**REQUEST FOR QUOTATION**

**SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU**

PR No.: PR25-0062

RFQ No. 2025-016

ABC Amount: Php375,775.00

Lot 1: Php4,500.00

Lot 2: Php37,200.00

Lot 3: Php3,000.00

Lot 4: Php319,000.00

Lot 5: Php12,075.00

Company Name : Kristwin Consumer Goods Trading  
Address : Masipit 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.

CIEDELLE PIOL-SALAZAR, J.D., Ph.D.

BAC Chairperson

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

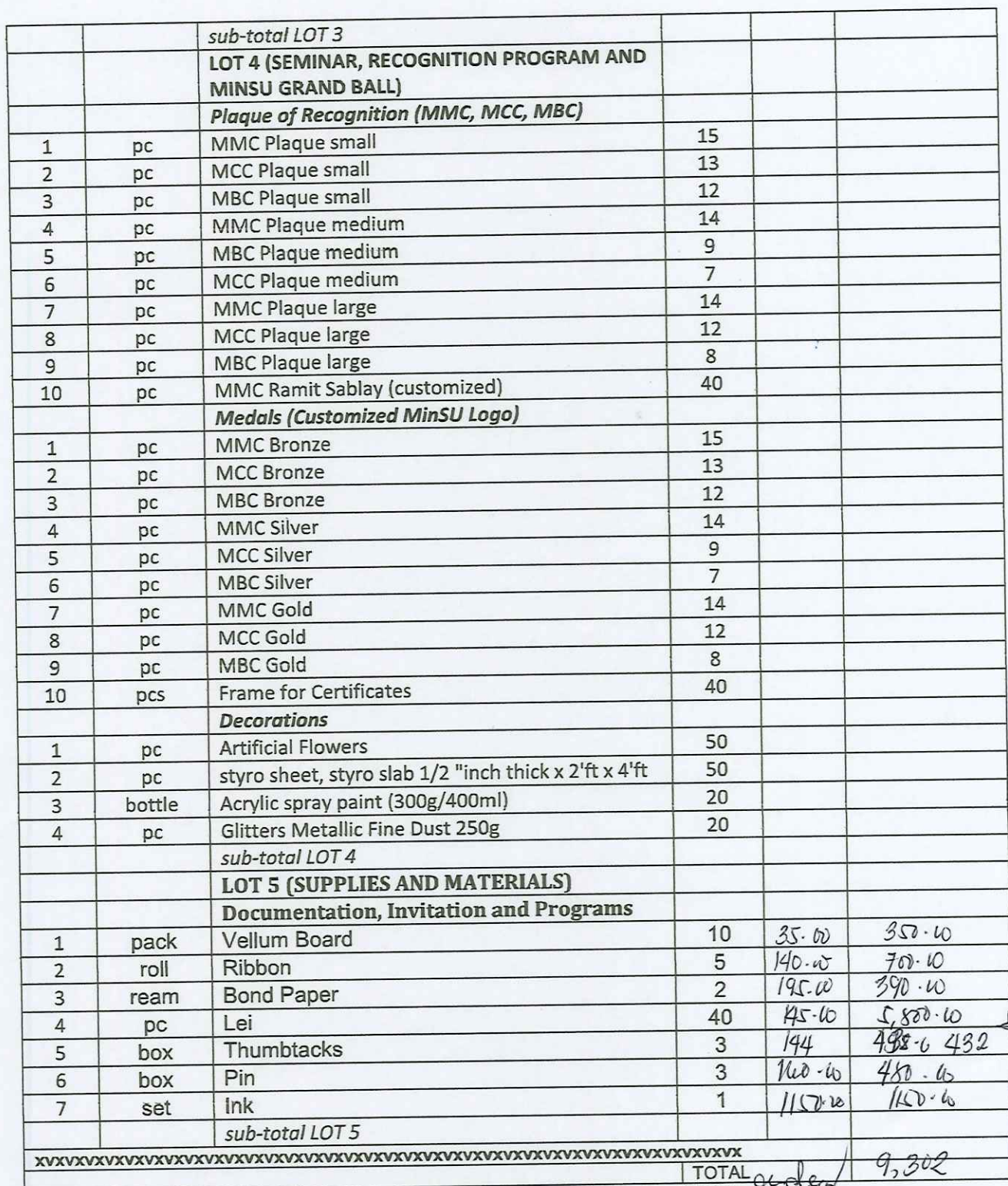
Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
<b>LOT 1 (Motorcade)</b>					
1	pc	MMC Tarpaulin (4ft x 8ft)	1		
2	pc	MBC Tarpaulin (4ft x 8ft)	1		
3	pc	MCC Tarpaulin (4ft x 8ft)	1		
<i>sub-total LOT 1</i>					
<b>LOT 2 (Mr. and Ms. MinSUFEA 2025 (MMC)</b>					
<b>Flower Bouquet (MMC)</b>					
1	pc	Top 2 Male	2		
2	pc	Top 2 Female	2		
3	pc	Mr. & Ms. MinSU	2		
<b>Crown (MMC)</b>					
1	pc	Top 2 Male	2		
2	pc	Top 2 Female	2		
3	pc	Mr. & Ms. MinSU	2		
<b>Sash and Acrylic Trophy</b>					
1	pc	Top 2 Male Trophy	2		
2	pc	Top 2 Female Trophy	2		
3	pc	Mr. & Ms. MinSU Trophy	2		
4	pc	Sash	50		
<b>Token and Plaques</b>					
1	pc	Plaques for the Judges	5		
<i>sub-total LOT 2</i>					
<b>LOT 3 (ECUMENICAL SERVICE)</b>					
<b>Flowers</b>					
1	pc	MMC Flower	1		
2	pc	MCC Flower	1		
3	pc	MBC Flower	1		

MSU-BAC-FR-05.01





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



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

Contact Number

MSU-BAC-FR-05.01

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





\_\_\_\_\_  
Date

#### General Conditions

- Quotations and other requirements stated below shall be submitted to the **Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro**, Philippines on the date and time stated in this RFP.
- Supplier shall submit the following requirements:
  - Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
  - PhilGEPS Registration
  - Valid Mayor's/Business Permit
  - Omnibus Sworn Statement
  - BIR Certificate of Registration
  - Latest Income/Business Tax Return
  - TAX Clearance
  - DTI Registration/SEC Certificate
  - Accreditation Certificate (for Calibration Certificate)

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

#### Ocular Inspection

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

#### Award

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

#### Evaluation of Quotations

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

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

#### Instructions

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

#### Liquidation Damages

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

#### Warranty

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

#### Payment

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

MSU-BAC-FR-05.01





## View Red Registration

[Back \(https://www.philgeps.gov.ph/SupDashboards/dashboard\)](https://www.philgeps.gov.ph/SupDashboards/dashboard)

### My Contact Details

Salutation	Ms	First Name	Catalina
Middle Name	Manongsong	Last Name	Alcanices
Gender	Female	Position	Owner
Landline Area Code	043	Landline Number	3980932
Landline Extension Number			
Fax Area Code		Fax Number	
Fax Extension Number			
Country Code	63	Mobile Number	09084116367
Email Address	catalinaalcanices3@gmail.com		

### Organization Details

Organization Id	332795	Registration Date	03-Feb-2023 05:19 PM
Registration Status	active		
Organization Name	KRISTWIN CONSUMER GOODS TRADING	Form Of Organization	Single Proprietorship
Business Category	Pharmaceutical drug precursors, Paper materials, Paper products, Office machines and their supplies and accessories, Office and desk accessories, Office supplies, Printing and publishing equipment, Audio and visual presentation and composing equipment, Photographic or filming or video equipment, Photographic and recording media, Photographic filmmaking supplies, Fire protection, Industrial laundry and dry cleaning equipment, Janitorial equipment, Cleaning and janitorial supplies, Field and court sports equipment, Antibacterials, Floor coverings, Bedclothes and table and kitchen linen and towels, Domestic appliances, Consumer electronics, Clothing, Accommodation furniture, Toys and games, Fibers and textiles and fabric industries, Utilities		



Location	local	Organization Type	Trading
Business Tax Identification Number	13884052600000	Capitalization	₱ 1,000,000.00

#### Single Proprietorship Details

DTI Certificate Number	4449339	DTI Registration Date	12-Jan-2023
Expiration Date	12-Jan-2028	DTI Business Scope	regional
Signatory	PBYS334614306344		

#### Local Organization Address

Country Name	Philippines	Region	Region IV-B
Province	Oriental Mindoro	City/Municipality	Calapan City
Street Address	Churchsite, Barangay Masipit	Zip Code	5200

#### Bank Account Details

Bank Name	Landbank	Branch Code	
Bank Branch	Calapan	Account Name	Catalina M Alcanices
Account Number	05011636782		

#### Uploaded Supporting Document

Uploaded	1675415981_dti_bir_bank_account.pdf
Supporting Document	( <a href="https://www.philgeps.gov.ph/portal_documents/merchant_reg_documents/user_332795/documents/1675415981_dti_bir_bank_account.pdf">https://www.philgeps.gov.ph/portal_documents/merchant_reg_documents/user_332795/documents/1675415981_dti_bir_bank_account.pdf</a> )

#### Status

Status	Red Approved
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#### List of Active Users of the Merchant Organization

Last Name	First Name	Middle Name	Position	Status
No Records Found				



10:05 AM  
Uploaded Supporting Document

Uploaded 1645782068\_business permit and dti.pdf

Supporting Document ([https://www.philgeps.gov.ph/portal\\_documents/merchant\\_reg\\_documents/user\\_287974/documents/1645782068\\_business permit and dti.pdf](https://www.philgeps.gov.ph/portal_documents/merchant_reg_documents/user_287974/documents/1645782068_business%20permit%20and%20dti.pdf))

Status

Status Red Approved

List of Active Users of the Merchant Organization

Last Name	First Name	Middle Name	Position	Status
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No Records Found

**Business Category**

Fabrics and leather materials, Elements and gases, Waxes and oils, Pharmaceutical drug precursors, Paper materials, Paper products, Industrial use papers, Containers and storage, Packaging materials, Medical apparel and textiles, Patient care and treatment products and supplies, Patient exam and monitoring products, Computer Equipment and Accessories, Office machines and their supplies and accessories, Office and desk accessories, Office supplies, Printing and publishing equipment, Audio and visual presentation and composing equipment, Photographic or filming or video equipment, Photographic and recording media, Personal safety and protection, Fire protection, Cleaning and janitorial supplies, Classroom and instructional and institutional furniture and fixtures, Developmental and professional teaching aids and materials and accessories and supplies, Classroom decoratives and supplies, Arts and crafts equipment and accessories and supplies, Toys and games, Reproduction services, Photographic services, Disease prevention and control

**Location**

local

**Organization Type**

General Merchandise

**Business Tax**

600558498900000

**Capitalization**

P 1,200,000.00

**Identification Number**

**Single Proprietorship Details**

**DTI Certificate Number**

1758596

**DTI Registration Date**

03-Jun-2020

**Expiration Date**

03-Jun-2025

**DTI Business Scope**

regional

**Signatory**

ramon m. lopez

**Local Organization Address**

**Country Name**

Philippines

**Region**

Region IV-B

**Province**

Oriental Mindoro

**City/Municipality**

Calapan City

**Street Address**

JP RIZAL ST.

**Zip Code**

5200

**Bank Account Details**

**Bank Name**

landbank

**Branch Code**

050

**Bank Branch**

landbank calapan

**Account Name**

richell alcanices mataya

**Account Number**

600558498900000





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

TAUMBAYAN AND  
MASUNOD

BUSINESS PERMIT

Pursuant to the provision of City Tax Ordinance Number 18, Series of 2011 as amended, otherwise known as the 2012 REVENUE CODE OF THE CITY OF CALAPAN, after payment of taxes and charges, etc. and compliance with existing requirements, permit is granted to herein taxpayer.

P 6,945.00

TAXPAYER'S NAME	BUSINESS I.D.	MODE OF PAYMENT	DATE BILLED	KIND OF BUSINESS	STATUS
ALCANICES CATALINA M	02300000120	Annually	1/6/2025	TRADING	R
NAME OF BUSINESS		LOCATION OF BUSINESS			BUSINESS PLATE NUMBER
KRISTWIN CONSUMER GOODS TRADING		MASIPT			
KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
BUSINESS TAX		3,225.00	0.00	3,225.00	
MAYOR'S PERMIT		2,450.00		2,450.00	
MAYORS PERMIT FEE		1,000.00			
EDUC'L SPECIAL PROGR		100.00			
DRAINAGE MAINTENANCE		100.00			
GARBAGE FEE		800.00			
FIRE AND SAFETY INSP		250.00			
SANITARY FEE		200.00			
MEDICAL FEE		200.00		200.00	
ANNUAL INSPECTION FEE		200.00		200.00	
BUSINESS STICKER		300.00		300.00	
SITE INSPECTION FEE		50.00		50.00	
OCCUPATIONAL FEE		440.00		440.00	
TAX CLEARANCE		30.00		30.00	
AAP.&RENEWAL OF BUS.FEE		50.00		50.00	
ENCODER		TOTALS	6,945.00		

Payment for 1-4

Notes:

1. This Permit will expire on

Dec. 31, 2025

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

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

Cash  
O.R. Number 1429057  
Date 1/6/2025

Payment received by:

RECOMMENDING APPROVAL:

MARIA BENELYN JOY D. GARDOCE  
Licensing Officer IV  
Business Permits and Licensing Office

APPROVED BY:

MARILOU F. MORILLO  
City Mayor

Non-compliance with the applicable provisions of National Building Code of the Philippines (P.D. No. 1096), Code on Sanitation of the Philippines (P.D. No. 856), Revised Fire Code of the Philippines of 2008 (R.A. No. 9514), and other existing laws, issuances, regulations and ordinances shall be valid grounds for the immediate and automatic cancellation/revocation of this PERMIT.



ANY ERASURE AND/OR ALTERATION WILL AUTOMATICALLY INVALIDATE THIS PERMIT.





This certifies that

**KRISTWIN CONSUMER GOODS TRADING  
(REGIONAL)**

REGION IV-B (MIMAROPA)

is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry.  
This certificate issued to

**CATALINA MANONGSONG ALCAÑICES**

is valid from 12 January 2023 to 12 January 2028 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

**Certificate of Business Name Registration**

and issue the same on 12 January 2023 in the Philippines.

  
**ALFREDO E. PASCUAL**  
Secretary

**Business Name No. 4449339**

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



PBYS334614306344

Documentary Stamp Tax Paid Php 30.00



2303

REVISED: APRIL 2019

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

OCN: 063RC20230000000191

Date OCN Generated: January 17, 2023

## CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 138-840-826-00000	<b>NAME OF TAXPAYER</b> ALCANICES, CATALINA MANONGSONG	<b>TIN ISSUANCE DATE</b> July 10, 2015
<b>REGISTERING OFFICE</b>	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
<b>REGISTERED ADDRESS</b> MASIPIT 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
INDIVIDUAL INCOME TAX	1701/17 01A	January 1, 2024	ANNUALLY	On or before April 15 of each year covering income for the preceding taxable year.
INDIVIDUAL INCOME TAX	1701Q	January 16, 2023	QUARTERLY	1st Quarter-on or before MAY 15 2nd Quarter-on or before AUGUST 15 3rd Quarter-on or before November 15
PERCENTAGE TAX - QUARTERLY	2551Q	January 16, 2023	QUARTERLY	Within twenty five (25) days after the end of each taxable quarter.
REGISTRATION FEE	0605	January 1, 2024	ANNUALLY	On or before the last day of January.

TAXPAYER TYPE/S SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)

## BUSINESS INFORMATION DETAILS

		CATEGORY	REGISTRATION DATE
<b>TRADE NAME 1</b> (PSIC)	KRISTWIN CONSUMER GOODS TRADING		January 17, 2023
<b>Line of Business</b> (PSIC)	47199-RETAIL SELLING IN NON-SPECIALIZED STORES, N.E.C.	Primary	
<b>Line of Business</b> (PSIC)	RETAIL SELLING IN NON-SPECIALIZED STORES, N.E.C.		
<b>Line of Business</b> (PSIC)	47733-RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT	Secondary	
<b>Line of Business</b> (PSIC)	RETAIL SALE OF OFFICE MACHINES AND EQUIPMENT, EXCLUDING COMPUTERS AND COMPUTER PERIPHERAL EQUIPMENT		
<b>Line of Business</b> (PSIC)	46421-WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS	Secondary	
<b>Line of Business</b> (PSIC)	WHOLESALE OF MEDICINAL AND PHARMACEUTICAL PRODUCTS		
<b>Line of Business</b> (PSIC)	47721-RETAIL SALE OF DRUGS AND PHARMACEUTICAL GOODS	Secondary	
<b>Line of Business</b> (PSIC)	RETAIL SALE OF DRUGS AND PHARMACEUTICAL GOODS		
<b>Line of Business</b> (PSIC)	46429-WHOLESALE OF	Secondary	



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REVISED: APRIL 2019

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

OCN: 063F-C20230000000191  
Date OCN Generated: January 17, 2023

## CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 138-840-526-00000	NAME OF TAXPAYER ALCANICES, CATALINA MANONGSONG	TIN ISSUANCE DATE July 10, 2015
REGISTERING OFFICE	X Head Office	Branch
REGISTERED ADDRESS MASIPIT 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		

	MISCELLANEOUS CONSUMER GOODS, N.E.C.		
Line of Business	WHOLESALE OF MISCELLANEOUS CONSUMER GOODS, N.E.C.		
(PSIC)	47529-RETAIL SALE OF CONSTRUCTION SUPPLIES, N.E.C.		
Line of Business	RETAIL SALE OF CONSTRUCTION SUPPLIES, N.E.C.	Secondary	

## REMINDERS:

1. An annual registration fee shall be paid upon registration and every year thereafter on or before the last day of January, using BIR Form No. 0605.
2. Filing of required tax return/s to conform with the above tax types, whether with or without business operation, to avoid penalties.
3. For new business registrants, application for registration of manual Books of Accounts (B/A's) shall be before the deadline for filing of the initial quarterly income tax return or annual income tax return whichever comes earlier, from the date of registration. Registration of new set of manual B/A's shall be before its use.
4. Immediately inform the district office in case of transfer/cessation of business and other changes in registration information by filing BIR Form No. 1905.
5. For Self-Employed Individuals (SEI) whose gross sales and/or receipts and other non-operating income does not exceed P3,000,000 and who opted to avail of the 8% Income tax rate, the tax type Percentage Tax (PT) shall not be reflected in the Certificate of Registration (COR). However, at the start of each taxable year such SEI shall be automatically subjected to graduated income tax rates and required to file quarterly percentage tax return (BIR Form No. 2551Q) and option to replace the COR to reflect "PT", unless qualified and opted to avail of the 8% Income tax rate annually.

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



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

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

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





**ABSTRACT**

**I. Particulars**

Project Name: Supply and Delivery of Supplies and Materials for the 4th Anniversary  
Project Location: MinSU Main Campus  
Implementing Office: \_\_\_\_\_  
Method of Procurement: \_\_\_\_\_  
Approved Budget for the Contract (ABC): Lot 1: 4500.00 ; Lot 2: 37,200  
Deadline of Submission of Quotation: \_\_\_\_\_

**II. Abstract of Quotations / for SVP**

Evaluation of Document/s Required to be Submitted within the deadline specified in  
TWG Report Date: \_\_\_\_\_

No	Participating Bidder/s	Date and Time of Receipt	Eligibility Requirements		Tec Requi
			Pass	Fail	Pass
1	Guhit Arts Center and Sporting Goods	-	-		-

**III. Recommendation /Resolution**

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

☐ Recommend to Award Contract

Lowest / Single Calculated and Responsive Quotation:

Guhit Arts Center and Sporting Goods

☐ Declaration of Failure under Section 35 of Revised IRR of RA 9184

☐ All prospective bidders are declared ineligible [ Sec. 35.1(b)]

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

LINA B. JAVIER  
TWG Member

MAY C. BERON  
TWG Member

Engr. MARK KEYL  
BAC-TWG

\*Main Campus, Alcate, Victoria

\*Bongabong Campus, Labasan, Bongabong

\*Calapan City Campus

*\*Proceed only if recommended*



### REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU

PR No.: PR25-0062

RFQ No. 2025-016

ABC Amount: Php375,775.00

Lot 1: Php4,500.00

Lot 2: Php37,200.00

Lot 3: Php3,000.00

Lot 4: Php319,000.00

Lot 5: Php12,075.00

Company Name : Kublit Arts Center and Sporting Goods  
Address : 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.

CIEDELLE PIOL-S. LAZAR, J.D., Ph.D.

BAC Chairperson

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

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
<b>LOT 1 (Motorcade)</b>					
1	pc	MMC Tarpaulin (4ft x 8ft)	1	✓ 576 -	576 -
2	pc	MBC Tarpaulin (4ft x 8ft)	1	✓ 576 -	576 -
3	pc	MCC Tarpaulin (4ft x 8ft)	1	✓ 576 -	576 -
sub-total LOT 1					✓ 1,728.00
<b>LOT 2 (Mr. and Ms. MinSUFEA 2025 (MMC)</b>					
<b>Flower Bouquet (MMC)</b>					
1	pc	Top 2 Male	2	1000 -	2,000 -
2	pc	Top 2 Female	2	1000 -	2,000 -
3	pc	Mr. & Ms. MinSU	2	1875 -	3,750 -
<b>Crown (MMC)</b>					
1	pc	Top 2 Male	2	1350 -	2,700 -
2	pc	Top 2 Female	2	1875 -	3,750 -
3	pc	Mr. & Ms. MinSU	2	2000 -	4,000 -
<b>Sash and Acrylic Trophy</b>					
1	pc	Top 2 Male Trophy	2	350 -	700 -
2	pc	Top 2 Female Trophy	2	500 -	1,000 -
3	pc	Mr. & Ms. MinSU Trophy	2	2000 -	4,000 -
4	pc	Sash	50	30 -	1,500 -
<b>Token and Plaques</b>					
1	pc	Plaques for the Judges	5	1700 -	8,500 -
sub-total LOT 2					✓ 37,800.00
<b>LOT 3 (ECUMENICAL SERVICE)</b>					
<b>Flowers</b>					
1	pc	MMC Flower	1	1000 -	1,000 -
2	pc	MCC Flower	1	1000 -	1,000 -
3	pc	MBC Flower	1	1000 -	1,000 -

MSU-BAC-FR-05.01





239.45

TOTAL	274,178.08
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CHRISTY ATTENZA

103-779-Sub 2-001

09210-001-9411

Contact Number

MSU-BAC-FR-05.01

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





\_\_\_\_\_  
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. Accreditation Certificate (for Calibration Certificate)

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 of the basis of the following criteria:

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

#### Instructions

1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
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  
CITY OF CALAPAN  
OFFICE OF THE CITY MAYOR

TAUMBAYAN ANG  
MASUSUNOD  
SA TAPAT NA MAPASALURANG PABUNING

2025

Pursuant to the provision of City Tax Ordinance Number 18, Series of 2011 as amended, otherwise known as the 2012 REVENUE CODE OF THE CITY OF CALAPAN, after payment of taxes and charges, etc. and compliance with existing requirements, permit is granted to herein taxpayer.

P 68,640.00

TAXPAYER'S NAME	BUSINESS I.D.	MODE OF PAYMENT	DATE BILLED	KIND OF BUSINESS	STATUS
NAVARRO, OSIAS	05000198	Annually	09/01/2025	Arts & sign/ sporting goods	R
NAME OF BUSINESS		LOCATION OF BUSINESS		BUSINESS PLATE NUMBER	
GUHIT ARTS CENTER & SPORTING GOODS		SAN VICENTE SOUTH			
KIND OF FEE / TAX	TAX BASE	TAX AMOUNT	SUR/INT	TOTAL	PERIOD
BUSINESS TAX		63,750.00	0.00	63,750.00	
MAYOR'S PERMIT		3,300.00		3,300.00	
MAYORS PERMIT FEE		1,500.00			
EDUC'L SPECIAL PROGR		150.00			
DRAINAGE MAINTENANCE		150.00			
GARBAGE FEE		1,000.00			
SANITARY FEE		200.00			
ENVIRONMENTAL FEE		300.00			
MEDICAL FEE		300.00		300.00	
ANNUAL INSPECTION FEE		200.00		200.00	
BUSINESS STICKER		300.00		300.00	
SITE INSPECTION FEE		50.00		50.00	
OCCUPATIONAL FEE		660.00		660.00	
TAX CLEARANCE		30.00		30.00	
AAP.&RENEWAL OF BUS.FEE		50.00		50.00	
ENCODER		TOTALS		68,640.00	

Payment for 1-4

Notes:

1. This Permit will expire on

Dec. 31, 2025

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

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

Cash  
O.R. Number 1444280  
Date 09/01/2025

Payment received by:

RECOMMENDING APPROVAL:

APPROVED BY:

MARIA BENELYN JOY D. GARDOCE  
Licensing Officer IV  
Business Permits and Licensing Office

MARILOU F. MORILLO  
City Mayor

Non-compliance with the applicable provisions of National Building Code of the Philippines (P.D. No. 1096), Code on Sanitation of the Philippines (P.D. No. 856), Revised Fire Code of the Philippines of 2008 (R.A. No. 9514), and other existing laws, issuances, regulations and ordinances shall be valid grounds for the immediate and automatic cancellation/revocation of this PERMIT.

ANY ERASURE AND/OR ALTERATION WILL AUTOMATICALLY INVALIDATE THIS PERMIT.





## OMNIBUS SWORN STATEMENT

Republic of the Philippines )  
Calapan City ) S.S.

### AFFIDAVIT

I, **OSIAS C. NAVARRO**, of legal age, married, Filipino and residing at Delos Reyes St., Camimil Calapan City, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the owner of **GUHIT ARTS CENTER & SPORTING GOODS** with business address at Leuterio St., San Vicente, Calapan City;
2. As the owner & sole proprietor of **GUHIT ARTS CENTER & SPORTING GOODS**, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing it in the bidding for the **OTHER SUPPLIES FOR CELEBRATION OF 4<sup>TH</sup> MINSU ANNIVERSARY**.
3. **GUHIT ARTS CENTER & SPORTING GOODS** 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, all statements and information provided therein are true & correct;
5. **GUHIT ARTS CENTER & SPORTING GOODS** is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. **GUHIT ARTS CENTER & SPORTING GOODS** complies with existing labor laws and standards; and
8. **GUHIT ARTS CENTER & SPORTING GOODS** is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examine all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) ~~issued for~~ the **SUPPLY & DELIVERY OF OTHER SUPPLIES FOR CELEBRATION OF 4<sup>TH</sup> MINSU ANNIVERSARY**.
  - e. **GUHIT ARTS CENTER & SPORTING GOODS** did ~~not give~~ or pay directly, any commission, amount fee or any form of consideration, pecuniary or otherwise to any person of official, personnel or representative of the **government** in relation to any procurement project or activity;



9. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertaking 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.
10. **GUHIT ARTS CENTER & SPORTING GOODS** 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.
11. 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 \_\_\_\_\_ day of \_\_\_\_\_, 2025  
at Calapan City, Philippines.

  
**OSIAS C. NAVARRO**  
Affiant

SUBSCRIBED AND SWORN TO BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_ 2025 at  
Calapan City, Philippines.

Doc. No. 191  
Page No. 40  
Book No. 49  
Series of 2025

  
**ATTY. TYRON KIM D. BACULO**  
Notary Public for and in the City of Calapan, Oriental Mindoro  
Notarial Commission No. NP-24-290  
Until December 31, 2026  
Roll of Attorneys No. 65809  
IBP No. 014874/Lifetime/Oriental Mindoro  
PTR No. 1391170/11-07-2024 (for 2025)/Calapan  
MCLE Compliance No. VII-0024986 /12-27-2022



R FORM  
1303

REVISED APRIL 2019

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

OCN: 063RC2024000000858

Date OCN Generated: February 7 2024

UPDATED ON FEB 07 2024

## CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 103-779-662-00001	<b>NAME OF TAXPAYER</b> NAVARRO OSIAS COLOCADO	<b>TIN ISSUANCE DATE</b> March 10, 2008
<b>REGISTERING OFFICE</b> Head Office	<b>Branch</b> X	
<b>REGISTERED ADDRESS</b> SAN VICENTE SOUTH (POB) 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES		
<b>TAX TYPES</b> FORM	<b>FILING TYPES</b> START DATE	<b>FILING FREQUENCY</b> FILING DUE DATE
<b>TAXPAYER TYPE/S</b> SINGLE PROPRIETORSHIP ONLY (RESIDENT CITIZEN)		
<b>BUSINESS INFORMATION DETAILS</b>		
<b>TRADE NAME 1</b> (PSIC) 82990-OTHER BUSINESS SUPPORT SERVICE ACTIVITIES, N.E.C.	<b>CATEGORY</b> Secondary	<b>REGISTRATION DATE</b> March 10, 2008
<b>Line of Business</b> (PSIC) 47739-OTHER RETAIL SALE OF NEW GOODS IN SPECIALIZED STORES	<b>CATEGORY</b> Secondary	
<b>Line of Business</b> (PSIC) 47631-RETAIL SALE OF SPORTING GOODS AND ATHLETIC SUPPLIES	<b>CATEGORY</b> Primary	

### REMINDERS

1. An annual registration fee shall be paid upon registration and every year thereafter on or before the last day of January using BIR Form No. 0605.
2. Filing of required tax return/s to conform with the above tax types, whether with or without business operation, to avoid penalties.
3. For new business registrants, application for registration of manual Books of Accounts (B/As) shall be before the deadline for filing of the initial quarterly income tax return or annual income tax return whichever comes earlier, from the date of registration. Registration of new set of manual B/As shall be before its use.
4. Immediately inform the district office in case of transfer/cessation of business and other changes in registration information by filing BIR Form No. 1905.
5. For Self-Employed Individuals (SEI) whose gross sales and/or receipts and other non-operating income does not exceed P3,000,000 and who opted to avail of the 8% Income tax rate, the tax type Percentage Tax (PT) shall not be reflected in the Certificate of Registration (COR). However, at the start of each taxable year, such SEI shall be automatically subjected to graduated income tax rates and required to file quarterly percentage tax return (BIR Form No. 2551Q) and option to replace the COR to reflect "PT" unless qualified and opted to avail of the 8% Income tax rate annually.



FORM  
1303

REVISED: APRIL 2010

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

OCN: 063RC20240000000858

Date OCN Generated: February 7, 2024

UPDATED ON: FEB 7 2024

## CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE

103-729-662-00001

REGISTERING OFFICE

REGISTERED ADDRESS

SAN VICENTE SOUTH

NAME OF TAXPAYER

NAVARRO OSIAS COLOCADO

Head Office

Branch

TIN ISSUANCE DATE

March 10 2008

(ROB) 5200 CITY OF CALAPAN (CAPITAL) ORIENTAL MINDORO PHILIPPINES

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

REGINA P. REFORMA

EMELITA R. ABO

DICASSI Ravada District Office

REVENUE DISTRICT OFFICER

(Signature Over Printed Name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

CHANGE IN TAX TYPE





This certifies that

**GUHIT ARTS CENTER & SPORTING GOODS**

(CITY/MUNICIPALITY)

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

Is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry.

This certificate issued to


**OSIAS COLOCADO NAVARRO**

is valid from 20 October 2022 to 20 October 2027 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

**Certificate of Business Name Registration**

and issue the same on 05 October 2022 in the Philippines.

  
**ALFREDO E. PASCUAL**  
Secretary

**Business Name No. 4211457**

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



CCSL191914008676

Documentary Stamp Tax Paid Php 30.00





Bringing in Revenues  
for Nation-building

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF INTERNAL REVENUE**  
REVENUE REGION NO. 9A - CaBaMiRo

QF-TCC-01-01-2024.01

**ANNEX "M"**

TCBP NO. RR9A-063-02-03-R0201-2025-E

# TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

**NAVARRO, OSIAS COLOCADO**  
**(GUHIT ARTS CENTER & SPORTING GOODS)**

Name of Taxpayer

**SAN VICENTE SOUTH (POB.), CITY OF CALAPAN (CAPITAL), ORIENTAL  
MINDORO**

Address

**103-779-662-00001**

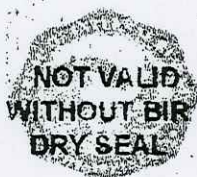
Taxpayer Identification Number

This is to certify that the above mentioned taxpayer is eligible for issuance of this Tax Clearance Certificate having satisfied all the criteria set forth by the BIR as of the date of this certification pursuant to Revenue Regulations No. 8-2016, as amended.

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

Issued this 3rd day of February, 2025.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL FEBRUARY 03, 2026 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 JANUARY 31, 2025 UNDER PAYMENT TRANSACTION NO. 00001312025142554970. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



**ROSALINDA D. CABIDOG**  
Chief, Collection Division

DOCUMENTARY STAMP TAX  
DATE OF PAYMENT: 01/31/2025  
PAYMENT CONFIRMATION:  
00001312025143416461  
AMOUNT: P30.00

**WARNING:** Counterfeiting is punishable by law. For authenticity, please visit BIR website <https://www.bir.gov.ph/Tax-Clearance-List-Issued-TCC>. Tax Clearance Certificate (for bidding purposes) not listed/posted herein will be deemed to have originated from an illegal source.



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

THIS IS TO CERTIFY THAT

**GUHIT ARTS CENTER & SPORTING GOODS**

Leuterio St. ,  
Calapan City , Oriental Mindoro , Region IV-B , Philippines

is registered in the *Philippine Government Electronic Procurement System (PhilGEPS)* on 24-Feb-2005 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 **GUHIT ARTS CENTER & SPORTING GOODS** 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 07-Mar-2025

Issued this 26th day of February 2024.

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



Documentary Stamp Tax Paid Php 30.00  
Certificate Reference No: 200502-6653-1348336765  
Amended Date as of February 5, 2025 02:55 pm



## 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.*

Certificate Reference No: 200502-6653-1348336765

Amended Date as of February 5, 2025 02:55 pm

Page 2 of 3

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



# List of Eligibility Documents

of

## GUHIT ARTS CENTER & SPORTING GOODS

Leuterio St. ,

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

<b>DTI Certificate</b>	DTI Certificate Number : 4211457 Issued By / Signatory : RAMON M LOPEZ Registration Date : 20-Oct-2022 Expiration Date : 20-Oct-2027
<b>Mayors Permit</b>	Expiration Date : 31-Dec-2025 Permit Number : 1444280 Place of Issue : Guinobatan, Calapan City Issued By / Signatory : Maria Benelyn Joy D. Gardoce Issuance Date : 10-Jan-2024
<b>Tax Clearance</b>	Expiration Date : 03-Feb-2026 TCC Number : RR9A-063-02-03-R0201-2025-E Issued By / Signatory : ROSALINDA D. CABIDOG Issuance date : 03-Feb-2023
<b>Audited Financial Statement</b>	Date of Filing : 31-Dec-2023 Current Asset : 7,621,335.12 Total Asset : 14,686,960.12 Current Liabilities : 24,063.34 Total Liabilities : 4,524,063.34 Name of Auditor : ELVIN P. VARGAS BIR RDO Code : 063
<b>PCAB License</b>	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :





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

## Receipt

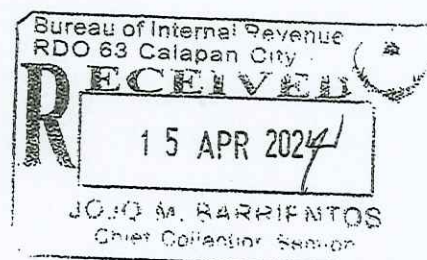
### BUREAU OF INTERNAL REVENUE - TAX PAYMENT

🕒 You have **SUCCESSFULLY** paid Tax Payment to BUREAU OF INTERNAL REVENUE with the following details:

TIN	103779662
TIN Branch Code	00000
Form Type	1701
Tax Type	IT
Return Period	12/31/2023
Email Address	mylene_evora2017@yahoo.com
Amount	PHP 24,064.00
<b>TOTAL AMOUNT</b>	<b>PHP 24,064.00</b>
Reference Number	1-04152024-863202
Date and Time	2024-04-15 17:55:34
Confirmation No.	00004152024175534423
Transaction No.	Zo20240415175534863202

[PRINT](#) [BACK TO HOME](#)

🕒 For your issues and concerns on your transaction, if any, please refer to **LANDBANK** Customer Care Center at (02)8405-7000. Have your transaction details readily available. Thank you.

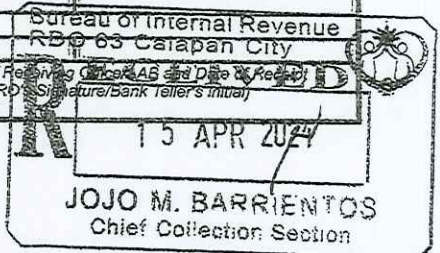




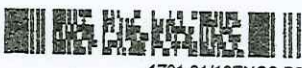
Republic of the Philippines  
Department of Finance  
Bureau of Internal RevenueFor BIR  
Use OnlyBCS/  
Item:BIR Form No.  
**1701**January 2018 (ENCS)  
Page 1**Annual Income Tax Return**Individuals (including MIXED Income Earner), Estates and Trusts  
Enter all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable boxes with an "X". Two  
copies MUST be filed with the BIR and one held by the Tax Filer.

1701 01/18ENCS P1

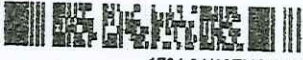
1 For the year <u>12</u> / <u>20</u> <u>23</u>		2 Amended Return? Yes <input type="checkbox"/> No <input type="checkbox"/>		3 Short Period Return? Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>PART I - Background Information on Taxpayer/Filer</b>					
4 Taxpayer Identification Number (TIN) <u>103</u> - <u>779</u> - <u>662</u> - <u>000</u>				5 RDO Code <u>063</u>	
6 Taxpayer Type Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust <input type="checkbox"/> Compensation Earner <input type="checkbox"/>					
7 Alphanumeric Tax Code (ATC) II012 Business Income - Graduated IT Rates <input type="checkbox"/> II014 Income from Profession - Graduated IT Rates <input type="checkbox"/> II013 Mixed Income - Graduated IT Rates <input type="checkbox"/> II011 Compensation Income - 8% IT Rate <input type="checkbox"/> II015 Business Income - 8% IT Rate <input type="checkbox"/> II017 Income from Profession - 8% IT Rate <input type="checkbox"/> II016 Mixed Income - 8% IT Rate <input type="checkbox"/>					
8 Taxpayer's Name (Last Name, First Name, Middle Name for Individual) / ESTATE OF (First Name, Middle Name, Last Name) / TRUST FBO: (First Name, Middle Name, Last Name) <u>NAVARRO, OSIAS COLOCADO</u>					
9 Registered Address (Indicate complete address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form 1905) <u>1042 VICENTE G CRUZ ST MANILA</u>					
				9A Zip Code <u>1008</u>	
10 Date of Birth (MM/DD/YYYY) <u>03/27/1945</u>		11 Email Address <u>guhifartcenter@yahoo.com</u>			
12 Citizenship <u>FILIPINO</u>		13 Claiming Foreign Tax Credits? Yes <input type="checkbox"/> No <input type="checkbox"/>		14 Foreign Tax Number (if applicable) <u></u>	
15 Contact Number 15 (Landline/Cellphone No.) <u>0000</u>		16 Civil Status (if applicable) Single <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widow/er <input type="checkbox"/>			
17 If married, spouse has income? Yes <input type="checkbox"/> No <input type="checkbox"/>				18 Filing Status Joint Filing <input type="checkbox"/> Separate Filing <input type="checkbox"/>	
19 Income EXEMPT from Income Tax? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))		20 Income subject to SPECIAL/PREFERENTIAL RATE? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, fill out also consolidation of ALL activities per Tax Regime (Part X))			
21 Tax Rate* (choose one) Graduated Rates (Choose Method of Deduction in Item 21A) <input type="checkbox"/> 8% In lieu of Graduated Rates under Sec. 24(A) and Percentage Tax under Sec. 116 of NIRC [available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M)] <input type="checkbox"/>					
21A Method of Deduction (choose one) Itemized Deduction [Sec. 34(A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]] <input type="checkbox"/>					
<b>PART II - Total Tax Payable</b>					
Particulars		A. Taxpayer/Filer		B. Spouse	
22 Tax Due (From Part VI Item 5)		<u>200,100</u>		<u>0</u>	
23 Less: Total Tax Credits / Payments (From Part VII Item 10)		<u>176,036</u>		<u>0</u>	
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)		<u>24,064</u>		<u>0</u>	
25 Less: Portion of Tax Payable Allowed for 2nd Installment to be paid on or before October 15 (50% or less of Item 22)		<u></u>		<u></u>	
26 Amount of Tax Payable/(Overpayment) (Item 24 Less Item 25)		<u>24,064</u>		<u>0</u>	
Add: Penalties 27 Interest		<u>0</u>		<u>0</u>	
28 Surcharge		<u>0</u>		<u>0</u>	
29 Compromise		<u>0</u>		<u>0</u>	
30 Total Penalties (Sum of Items 27 to 29)		<u>0</u>		<u>0</u>	
31 Total Amount Payable/(Overpayment) (Sum of Items 26 & 30)		<u>24,064</u>		<u>0</u>	
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 31A & 31B)		<u></u>		<u>24,064</u>	
If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable) To be refunded <input type="checkbox"/> To be issued a Tax Credit Certificate (TCC) <input type="checkbox"/> To be carried over as tax credit for next year/quarter <input type="checkbox"/>					
I declare, under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me, and to the best of my knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as contemplated under the "Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes. (If signed by an Authorized Representative, indicate TIN and attach authorization letter)					
Printed Name and Signature of Taxpayer/Authorized Representative				33 Number of Attachments <u>0</u>	
<b>PART III - Details of Payment</b>					
Particulars	Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount	
34 Cash/Bank Debit Memo					
35 Check					
36 Tax Debit Memo					
37 Others (Specify Below)					
Machine Validation / Revenue Official Receipt Details (if not filed with an Authorized Agent Bank)				Stamp of Receiving Office (AS of Date & Receipt) (RDO Signature/Bank teller's initial)	





BIR Form No. <b>1701</b> January 2018 (ENCS) Page 3		<b>Annual Income Tax Return</b> Individuals (including MIXED Income Earner), Estates and Trusts		 1701 01/18ENCS P3						
TIN 1103 - 1779 - 1662 - 1000		Taxpayer/Filer's Last Name NAVARRO								
<b>3.B - For 8% Flat Income Tax Rate</b> (DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)										
Particulars		A) Taxpayer/Filer		B) Spouse						
26 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)										
<b>Add: Other Non-Operating Income</b> (specify below)										
27										
28 Total Income (Sum of Items 26 and 27)										
29 Less: Allowable reduction from gross sales/receipts and other non-operating income of purely self-employed individuals and/or professionals in the amount of P250,000 (not applicable if with compensation income)										
30 Taxable Income/(Loss) (Item 28 Less Item 29)		0		0						
31 Tax Due-Business Income (Item 30 x 8% Flat Income Tax Rate)		0		0						
32 Total Tax Due-Compensation and Business Income (under flat rate) (Sum of Items 7 and 31) (To Part VI Item 1)		0		0						
<b>Schedule 4 - Ordinary Allowable Itemized Deductions</b> (attach additional sheet/s, if necessary)										
1 Amortizations										
2 Bad Debts										
3 Charitable and Other Contributions										
4 Depletion										
5 Depreciation										
6 Entertainment, Amusement and Recreation										
7 Fringe Benefits										
8 Interest										
9 Losses										
10 Pension Trusts										
11 Rental										
12 Research and Development										
13 Salaries, Wages and Allowances										
14 SSS, GSIS, Philhealth, HDMF and Other Contributions										
15 Taxes and Licenses										
16 Transportation and Travel										
17 Others (Deductions Subject to Withholding Tax and Other Expenses) (specify below; Add additional sheet(s), if necessary)										
a Janitorial and Messengerial Services										
b Professional Fees										
c Security Services										
d EXPENSES		3,030,472								
18 Total Ordinary Allowable itemized Deductions (Sum of Items 1 to 17d) (To Part V, Schedule 3.A Item 13)		3,030,472								
<b>Schedule 5 - Special Allowable Itemized Deductions</b> (attach additional sheet/s, if necessary)										
5.A - Taxpayer/Filer		Description		Legal Basis		Amount				
1										
2										
3 Total Special Allowable Itemized Deductions-Taxpayer/Filer (Sum of Items 1 and 2) (To Part V Schedule 3.A Item 14A)						0				
5.B - Spouse		Description		Legal Basis		Amount				
4										
5										
6 Total Special Allowable Itemized Deductions-Spouse (Sum of Items 4 and 5) (To Part V Schedule 3.A Item 14B)										
<b>Schedule 6 - Computation of Net Operating Loss Carry Over NOLCO</b>										
6.A - Computation of NOLCO		Description		A. Taxpayer/Filer		B. Spouse				
1 Gross Income				0		0				
2 Less: Ordinary Allowable Itemized Deductions				0		0				
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule 6.A.1 Item 7A &/or Schedule 6.A.2 Item 12A)				0		0				
<b>6.A.1 - Taxpayer/Filer's Detailed Computation of Available NOLCO</b>										
Net Operating Loss		B. NOLCO Applied Previous Year/s		C. NOLCO Expired		D. NOLCO Applied Current Year		E. Net Operating Loss (Unapplied) [(E) = A - (B+C+D)]		
Year Incurred	A. Amount									
4								0		
5								0		
6								0		
7	0	0		0		0		0		
8 Total NOLCO - Taxpayer/Filer (Sum of Items 4D to 7D) (To Part V Schedule 3.A Item 15A)					0					



BIR Form No. <b>1701</b> January 2018 (ENCS) Page 4		<b>Annual Income Tax Return</b> Individuals (including MIXED Income Earner), Estates and Trusts		 1701 01/18ENCS P4	
TIN 1103 - 779 - 662 - 000		Taxpayer/Filer's Last Name INAVARRO			

**(Continuation of Schedule 6)**

**6.A.2 – Spouse's Detailed Computation of Available NOLCO**

Net Operating Loss		B. NOLCO Applied Previous Year/s	C. NOLCO Expired	D. NOLCO Applied Current Year	E. Net Operating Loss (Unapplied) [(E) = A – (B+C+D)]
Year Incurred	A. Amount				
9					
10					
11					
12	0	0	0	0	
<b>13 Total NOLCO – Spouse (Sum of Items 9D to 12D) (To Part V Schedule 3.A Item 15B)</b>					0

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

1 Regular Rate–Income Tax Due (From Part V, Either Item 25 or Item 32)	200,100	0
2 Special Rate–Income Tax Due (From Part X Item 17B/17F)	0	0
3 Less: Share of Other Government Agency, if remitted directly to the Agency	0	
4 Net Special Rate–Income Tax Due/Share of National Govt. (Item 2 Less Item 3)	0	0
5 Total Income Tax Due (Sum of Items 1 & 4) (To Part II Item 22)	200,100	0

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

1 Prior Year's Excess Credits	0	
2 Tax Payments for the First Three (3) Quarters	0	
3 Creditable Tax Withheld for the First Three (3) Quarters	0	
4 Creditable Tax Withheld per BIR Form No. 2307 for the 4 <sup>th</sup> Quarter	176,036	
5 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 3Ad/3Bd)	0	0
6 Tax Paid in Return Previously Filed, if this is an Amended Return	0	0
7 Foreign Tax Credits, if applicable		
8 Special Tax Credits, if applicable (To Part VIII Item 6)	0	
Other Tax Credits/Payments (specify)		
9		
<b>10 Total Tax Credits/Payments (Sum of Items 1 to 9) (To Part II Item 23)</b>	176,036	0

**PART VIII – Tax Relief Availment**

**VIII.A – Special Rate**

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

**VIII.B – Exempt**

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

**PART IX – Reconciliation of Net Income per Books Against taxable income (Attach additional sheet/s, if necessary)**

Particulars	A) Taxpayer/Filer	B) Spouse
1 Net Income/(Loss) per Books	1,190,401	
Add: Non-Deductible Expenses/Taxable Other Income		
2		
3		
4		
<b>5 Total (Sum of Items 1 to 4)</b>	1,190,401	0
Less: A) Non-Taxable Income and Income Subjected to Final Tax		
6		
7		
<b>B) Special/Other Allowable Deductions</b>		
8		
9		
<b>10 Total (Sum of Items 6 to 9)</b>	0	
<b>11 Net Taxable Income/(Loss) (Item 5 Less Item 10)</b>	1,190,401	

**TABLE 1 – Tax Rates (effective January 1, 2018 to December 31, 2022)**

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

**TABLE 2 – Tax Rates (effective January 1, 2023 and onwards)**

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



**OSIAS C. NAVARRO**  
Calapan City, Oriental Mindoro

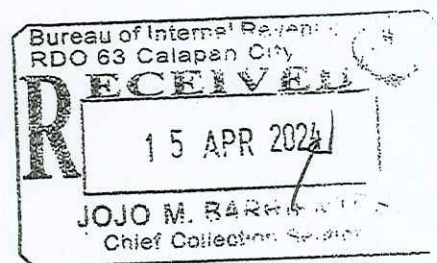
**FINANCIAL STATEMENTS**

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

And

**Report of Independent Auditor**

**ELVIN P. VARGAS**  
**CERTIFIED PUBLIC ACCOUNTANT**





## INDEPENDENT AUDITOR'S REPORT

### OSIAS C. NAVARRO

Calapan City, Oriental Mindoro

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

#### Opinion

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

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

#### Basis for Opinion

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

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

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

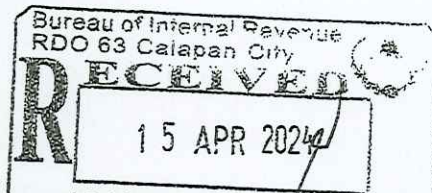
In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters relate to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or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

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

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

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

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






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

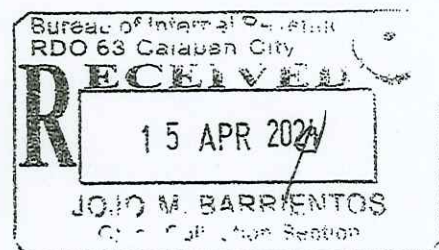
I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

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

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

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

  
Elvin B. Vargas  
CPA Certificate No. 0098138  
BOA Accreditation No. 5931  
valid until December 25, 2024  
Tax Identification No. 920-197-282  
BIR Accreditation No. 09-006423-001-2016  
March 31, 2022, valid until March 31, 2025  
PTR No. 1217289 A, January 04, 2024, Calapan City





**OSIAS C. NAVARRO**  
**Calapan City, Oriental Mindoro**

**STATEMENT OF MANAGEMENT'S RESPONSIBILITY  
FOR FINANCIAL STATEMENTS**

The management of **OSIAS C. NAVARRO** is responsible for the preparation and fair presentation of the financial statements, including the schedules attached therein for the period ended December 31, 2023 (*with comparative figures for December 31, 2022*), in accordance with the prescribed financial reporting framework indicated therein, and 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 but to do so.

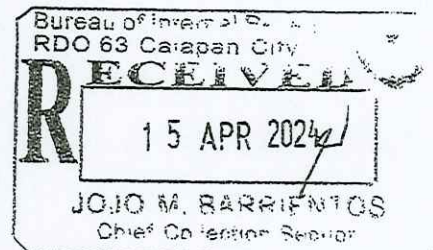
The Management is responsible for overseeing the Company's financial reporting process.

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

Signature: \_\_\_\_\_  
(Name of Individual Taxpayer/President/Managing Partner)

Signature: \_\_\_\_\_  
(Name of the Chief Executive Officer or its equivalent)

Signature: \_\_\_\_\_  
(Name of Chief Financial Officer or its equivalent)





**OSIAS C. NAVARRO**  
**Calapan City, Oriental Mindoro**

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

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

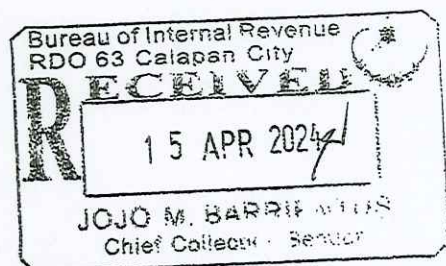
In this regard, Management affirms that the attached audited financial statements for the period ended December 31, 2023, and the accompanying Annual Income Tax return are in accordance with the books and records of the management, complete and correct in all material respects. Management likewise affirms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

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

Signature: \_\_\_\_\_  
(Name of Individual Taxpayer/President/Managing Partner)

Signature: \_\_\_\_\_  
(Name of the Chief Executive Officer or its equivalent)

Signature: \_\_\_\_\_  
(Name of Chief Financial Officer or its equivalent)





**OSIAS COLOCADO NAVARRO**  
Leuterio St., San Vicente, Calapan City, Oriental Mindoro

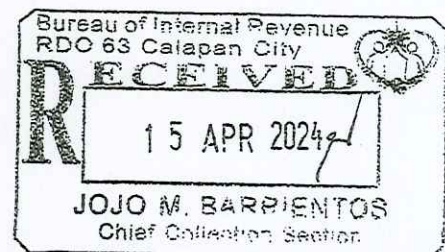
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

As of December 31, 2023

(With Comparative Figures of December 31, 2022)

*In Philippine Currency*

	2023	2022	2021
<b>ASSETS</b>			
Current Assets			
Cash	1,250,785.12	773,126.78	759,449.86
Receivables	3,320,450.00	2,710,453.00	2,540,876.00
Inventory	3,050,100.00	3,791,000.00	3,950,005.00
Total Current Assets	<b>7,621,335.12</b>	<b>7,274,579.78</b>	<b>7,250,330.86</b>
Non-Current Assets	<b>7,065,625.00</b>	<b>7,467,500.00</b>	<b>7,065,625.00</b>
<b>TOTAL ASSETS</b>	<b>14,686,960.12</b>	<b>14,742,079.78</b>	<b>14,315,955.86</b>
<b>LIABILITIES AND EQUITY</b>			
Current Liabilities			
Trade Payables			
Income Tax Payable	24,063.34	18,940.00	15,003.00
Other Current Liabilities	-	50,543.00	69,540.16
Total Current Liabilities	<b>24,063.34</b>	<b>69,483.00</b>	<b>84,543.16</b>
Non- Current Liabilities			
Loans Payable	4,500,000.00	5,000,000.00	5,000,000.00
Total Liabilities	<b>4,524,063.34</b>	<b>5,069,483.00</b>	<b>5,084,543.16</b>
Equity			
Balance, beginning	9,672,596.78	9,231,412.70	8,822,179.37
Add: Profit	990,300.00	641,184.08	609,233.33
Total	<b>10,662,896.78</b>	<b>9,872,596.78</b>	<b>9,431,412.70</b>
Less: Withdrawals	(500,000.00)	(200,000.00)	(200,000.00)
Balance, ending	<b>10,162,896.78</b>	<b>9,672,596.78</b>	<b>9,231,412.70</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>14,686,960.12</b>	<b>14,742,079.78</b>	<b>14,315,955.86</b>

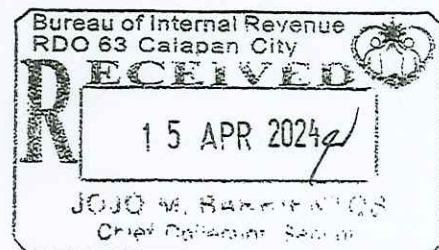




**OSIAS COLOCADO NAVARRO**  
Leuterio St., San Vicente, Calapan City, Oriental Mindoro

**CONSOLIDATED STATEMENT OF INCOME**  
For the year ended December 31, 2023  
(With Comparative Figures of December 31, 2022)  
*In Philippine Currency*

	2023	December 31, 2022	2021
<b>Gross Receipts</b>	12,459,852.72	8,142,599.18	6,745,167.40
Less: Cost of Sales			
Beginning Inventory	3,791,000.00	3,950,005.00	1,975,057.00
Add: Purchases	7,498,079.00	5,009,115.41	4,591,837.57
<b>Total</b>	11,289,079.00	8,959,120.41	6,566,894.57
Less: Ending Inventory	(3,050,100.00)	(3,791,000.00)	(3,950,005.00)
<b>Cost of Sales</b>	8,238,979.00	5,168,120.41	2,616,889.57
<b>Gross Income</b>	4,220,873.72	2,974,478.77	4,128,277.83
Less: Operating Expenses			
Administrative Costs	205,400.00	173,200.00	170,500.00
Distribution Costs	2,328,972.72	1,653,200.00	2,865,400.00
Other Costs	496,100.00	386,500.00	373,400.00
<b>Total Operating Expenses</b>	3,030,472.72	2,212,900.00	3,409,300.00
Profit Before Tax	1,190,400.00	761,578.77	718,977.83
Income Tax Expense	(200,100.00)	(120,394.69)	(109,744.50)
<b>Profit for the year</b>	<b>990,300.00</b>	<b>641,184.08</b>	<b>609,233.33</b>

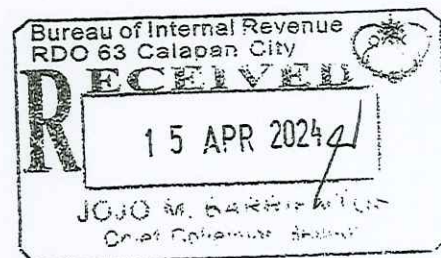




**OSIAS COLOCADO NAVARRO**  
Leuterio St., San Vicente, Calapan City, Oriental Mindoro

**STATEMENT OF CHANGES AND EQUITY**  
**As of December 31, 2023**  
(With the Comparative Figures of December 31, 2022)

	2023	2022	2021
Equity			
Balance, beginning	9,672,596.78	9,231,412.70	8,822,179.37
Add: Profit	990,300.00	641,184.08	609,233.33
Total	10,662,896.78	9,872,596.78	9,431,412.70
Less: Withdrawals	(500,000.00)	(200,000.00)	(200,000.00)
Balance, beginning	10,162,896.78	9,672,596.78	9,231,412.70

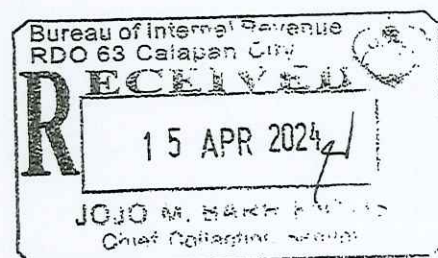




**OSIAS COLOCADO NAVARRO**  
Leuterio St., San Vicente, Calapan City, Oriental Mindoro

**STATEMENT OF CASH FLOWS**  
for the year ended December 31, 2023  
(With comparative Figures of DEcember 31, 2022 )  
*In Philippine Currency*

	2023	2022	2021
<b>Cash Flow Operating Activities</b>			
<b>Net Earnings</b>	<b>990,300.00</b>	<b>641,184.08</b>	<b>609,233.33</b>
Adjustment to reconcile Net Incme to Net Cash			
Depreciation			
Decrease (Increase) in Accounts Receivables	(609,997.00)	(169,577.00)	259,664.00
Increase)Decrese in Non Current Assets	401,875.00	(401,875.00)	-
Decrease (Increase) in Inventory	740,900.00	159,005.00	(1,974,948.00)
Increase (Decrease) in Liabilities	(545,419.66)	(15,060.16)	53,503.16
<b>Net Income Provided by Operation</b>	<b>977,658.34</b>	<b>213,676.92</b>	<b>(1,052,547.51)</b>
<b>Cash Flow to Financing Activities</b>			
Payments proceeds of/ to Loans			
Withdrawals	(500,000.00)	(200,000.00)	(200,000.00)
Net cash used in financing activities			
<b>Cash Flow to Investing Activities</b>			
Net Increase (Decrease) in Cash during the Year	477,658.34	13,676.92	(1,252,547.51)
Add: Beginning Balance	773,126.78	759,449.86	2,011,997.37
<b>CASH BALANCE AT THE END</b>	<b>1,250,785.12</b>	<b>773,126.78</b>	<b>759,449.86</b>







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Bid Notice Abstract

Request for Quotation (RFQ)

**Reference Number** 11810529  
**Procuring Entity** MINDORO STATE UNIVERSITY  
**Title** SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU  
**Area of Delivery** Oriental Mindoro

<b>Solicitation Number:</b>	RFQ No. 2025-016	<b>Status</b>	Closed
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Events Management		
<b>Approved Budget for the Contract:</b>	PHP 375,775.00	<b>Document Request List</b>	3
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	26/02/2025
<b>Contact Person:</b>	Christian B. Apostol BAC Secretariat Head Alcate Victoria Oriental Mindoro Philippines 5205 09-43-2002300  cbapoto121@gmail.com	<b>Last Updated / Time</b>	26/02/2025 00:00 AM
		<b>Closing Date / Time</b>	03/03/2025 17:00 PM

Description

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

CIEDELLE PIOL-SALAZAR, J.D., 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 (Motorcade)

1 pc MMC Tarpaulin (4ft x 8ft) 1

2 pc MBC Tarpaulin (4ft x 8ft) 1

3 pc MCC Tarpaulin (4ft x 8ft) 1

sub-total LOT 1

LOT 2 (Mr. and Ms. MinSUFEA 2025 (MMC)

Flower Bouquet (MMC)

1 pc Top 2 Male 2

2 pc Top 2 Female 2

3 pc Mr. & Ms. MinSU 2



<b>Created by</b>	Annabelle Quinto Madrigal
<b>Date Created</b>	25/02/2025

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<https://notices.philgeps.gov.ph/GEPSNONPILOT/Tender/PrintableBidNoticeAbstractUI.aspx?refid=11810529>





**REQUEST FOR QUOTATION**

**SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU**

PR No.: PR25-0062

RFQ No. 2025-016

ABC Amount: Php375,775.00

Lot 1: Php4,500.00

Lot 2: Php37,200.00

Lot 3: Php3,000.00

Lot 4: Php319,000.00

Lot 5: Php12,075.00

Company Name : Jubet Arts Center and Apartment Bldg  
Address : Calapan

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.

**CIEDELLE PIOL-SALAZAR, J.D., Ph.D.**  
BAC Chairperson

1. All entries must be typewritten.  
2. Delivery Period within \_\_\_\_\_ calendar days.  
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.  
4. Price validity shall be a period of 30 calendar days.  
5. G-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 (Motorcade)</b>					
1	pc	MMC Tarpaulin (4ft x 8ft)	1	576-	576-
2	pc	MBC Tarpaulin (4ft x 8ft)	1	576-	576-
3	pc	MCC Tarpaulin (4ft x 8ft)	1	576-	576-
sub-total LOT 1					
<b>LOT 2 (Mr. and Ms. MinSUFEA 2025 (MMC)</b>					
<b>Flower Bouquet (MMC)</b>					
1	pc	Top 2 Male	2		
2	pc	Top 2 Female	2		
3	pc	Mr. & Ms. MinSU	2		
<b>Crown (MMC)</b>					
1	pc	Top 2 Male	2		
2	pc	Top 2 Female	2		
3	pc	Mr. & Ms. MinSU	2		
<b>Sash and Acrylic Trophy</b>					
1	pc	Top 2 Male Trophy 18"	2	780-	1560- ✓
2	pc	Top 2 Female Trophy 20"	2	870-	1740- ✓
3	pc	Mr. & Ms. MinSU Trophy 24"	2	1070-	2140- ✓
4	pc	Sash	50	70-	3500- ✓
<b>Token and Plaques</b>					
1	pc	Plaques for the Judges	5	1700-	8,500- ✓
sub-total LOT 2					
<b>LOT 3 (ECUMENICAL SERVICE)</b>					
<b>Flowers</b>					
1	pc	MMC Flower	1		
2	pc	MCC Flower	1		
3	pc	MBC Flower	1		

MSU-BAC-FR-05.0





MSU-BAC-FR-05



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

APPROVED BUDGET FOR THE CONTRACT (ABC)  
SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU  
Alcate, Victoria, Oriental Mindoro  
Project Name and Location

Stations: Mindoro State University  
Length:

Contract Duration:																			
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS					TOTAL COST	UNIT COST				
									INFLATION, %	VALUE	INFLATION, %	VALUE	INFLATION, %						
																INFLATION, %	VALUE	INFLATION, %	VALUE
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)							
	LOT 1 (Motorcade)																		
1	MMC Tarpaulin (4ft x 8ft)	1	pc	1,500.00	1,500.00														
2	MBC Tarpaulin (4ft x 8ft)	1	pc	1,500.00	1,500.00														
3	MCC Tarpaulin (4ft x 8ft)	1	pc	1,500.00	1,500.00														
	sub-total LOT 1				4,500.00														
	LOT 2 (Mr. and Ms. MinsUFEA 2025 (MMC)				-														
	Flower Bouquet (MMC)				-														
1	Top 2 Male	2	pc	1,000.00	2,000.00														
2	Top 2 Female	2	pc	1,000.00	2,000.00														
3	Mr. & Ms. MinSU	2	pc	2,000.00	4,000.00														
	Crown (MMC)				-														
1	Top 2 Male	2	pc	1,500.00	3,000.00														
2	Top 2 Female	2	pc	2,000.00	4,000.00														
3	Mr. & Ms. MinSU	2	pc	2,500.00	5,000.00														
	Sash and Acrylic Trophy				-														
1	Top 2 Male Trophy	2	pc	350.00	700.00														
2	Top 2 Female Trophy	2	pc	500.00	1,000.00														
3	Mr. & Ms. MinSU Trophy	2	pc	2,000.00	4,000.00														
4	Sash	50	pc	30.00	1,500.00														
	Token and Plaques				-														
1	Plaques for the Judges	5	pc	2,000.00	10,000.00														
	sub-total LOT 2				37,200.00														
	LOT 3 (ECUMENICAL SERVICE)				-														
	Flowers				-														
1	MMC Flower	1	pc	1,000.00	1,000.00														
2	MCC Flower	1	pc	1,000.00	1,000.00														
3	MBC Flower	1	pc	1,000.00	1,000.00														
	sub-total LOT 3				3,000.00														
	LOT 4 (SEMINAR, RECOGNITION PROGRAM AND MINSU GRAND BALL)				-														
	Plaque of Recognition (MMC, MCC, MBC)				-														
1	MMC Plaque small	15	pc	2,000.00	30,000.00														
2	MCC Plaque small	13	pc	2,000.00	26,000.00														
3	MBC Plaque small	12	pc	2,000.00	24,000.00														
4	MMC Plaque medium	14	pc	2,200.00	30,800.00														

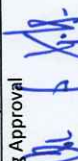


5	MBC Plaque medium	9	pc	2,200.00	19,800.00				
6	MCC Plaque medium	7	pc	2,200.00	15,400.00				
7	MMC Plaque large	14	pc	2,500.00	35,000.00				
8	MCC Plaque large	12	pc	2,500.00	30,000.00				
9	MBC Plaque large	8	pc	2,500.00	20,000.00				
10	MMC Ramit Sablay (customized)	40	pc	1,500.00	60,000.00				
	<i>Medals (Customized MinSU Logo)</i>				-				
1	MMC Bronze	15	pc	100.00	1,500.00				
2	MCC Bronze	13	pc	100.00	1,300.00				
3	MBC Bronze	12	pc	100.00	1,200.00				
4	MMC Silver	14	pc	100.00	1,400.00				
5	MCC Silver	9	pc	100.00	900.00				
6	MBC Silver	7	pc	100.00	700.00				
7	MMC Gold	14	pc	100.00	1,400.00				
8	MCC Gold	12	pc	100.00	1,200.00				
9	MBC Gold	8	pc	100.00	800.00				
10	Frame for Certificates	40	pcs	25.00	1,000.00				
	<i>Decorations</i>				-				
1	Artificial Flowers	50	pc	150.00	7,500.00				
2	styro sheet, styro slab 1/2 "inch thick x 2'ft x 4'ft	50	pc	100.00	5,000.00				
3	Acrylic spray paint (800g/400ml)	20	bottle	120.00	2,400.00				
4	Glitters Metallic Fine Dust 250g	20	pc	85.00	1,700.00				
	<i>sub-total LOT 4</i>				319,000.00				
	<b>LOT 5 (SUPPLIES AND MATERIALS)</b>								
	<b>Documentation, Invitation and Programs</b>								
	Veillum Board	10	pack	60.00	600.00				
	Ribbon	5	roll	100.00	500.00				
	Bond Paper	2	ream	250.00	500.00				
	Lei	40	pc	200.00	8,000.00				
	Thumbblacks	3	box	165.00	495.00				
	Pin	3	box	160.00	480.00				
	Ink	1	set	1,500.00	1,500.00				
	<i>sub-total LOT 5</i>				12,075.00				
	<i>XXXXXXXXXXXXXXXXXXXXXXXXXXXX</i>				-				
	<b>GRAND TOTAL</b>				375,775.00				

Prepared by

  
MARYNEL A. HERMOSA  
Member, BAC Secretariat

Recommending Approval

  
CHRISTIAN B. APOSTOL, Ph.D.  
Head, BAC Secretariat

Approved

  
CIEDELLE PIOS-SALAZAR, Ph.D.  
Chairperson, BAC

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











