



SUPPLY AND DELIVERY OF OTHER SUPPLIES, UNIFORM, SPORTS EQUIPMENT AND OFFICE SUPPLIES FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU

Name of Project

**BAC Resolution Recommending Approval
Resolution No. 035, 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. 2025-029** for the project **"Supply and Delivery of Other Supplies, Uniform, Sports Equipment and Office Supplies for the 4th Anniversary Celebration of MinSU"** with an Approved Budget for the Contract (ABC) amounting to **One Hundred Fifty-Three Thousand Five Hundred Ten Pesos (Php153,510.00)**;

WHEREAS, in response to the advertisement of the project, four (4) suppliers/bidders were found in the document request list, however only one (1) supplier/bidder in the name of **ARTS CENTRALE GENERAL MERCHANDISE** submitted price quotation before the deadline;

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


Approved Budget for the Contract (ABC)	Name of Bidder	Price Quotation
Php153,510.00	Arts Centrale General Merchandise	Php151,134.00

WHEREAS, the BAC examined and verified the price quotation submitted by the abovementioned supplier and was 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 Other Supplies, Uniform, Sports Equipment and Office Supplies for the 4th Anniversary Celebration of MinSU"** as follows:

- to Arts Centrale General Merchandise for being the supplier/bidder with Single Calculated Responsive Bid (SCRB);

RESOLVED, this 5th 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. MAGPANTAY
BAC Vice-Chairperson


ATTY. SHERLYN A. LAYESA
BAC Member


FRANIE M. AFABLE, DBMHM
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

11824723

Procuring Entity

MINDORO STATE UNIVERSITY

Title

SUPPLY AND DELIVERY OF OTHER SUPPLIES, UNIFORM, SPORTS EQUIPMENT AND OFFICE SUPPLIES FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU

Area of Delivery

Oriental Mindoro

Solicitation Number:	RFQ No. 2025-029	Status	Closed
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	4
Category:	Office Equipment Supplies and Consumables	Date Published	01/03/2025
Approved Budget for the Contract:	PHP 153,510.00	Last Updated / Time	01/03/2025 00:00 AM
Delivery Period:	3 Day/s	Closing Date / Time	04/03/2025 17:00 PM
Client Agency:			
Contact Person:	Christian B. Apostol BAC Secretariat Head Alcate Victoria Oriental Mindoro Philippines 5205 63-43-2862368 cbapotol21@gmail.com		

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- MEDALS AND TROPHIES
1 pcs Trophies 99
2 pcs Medals 116
sub-total LOT 1
LOT 2- UNIFORM
1 pcs Sinig Balai- Uniform Top (f) 15
2 pcs Sining Balai- Uniform Skirt (f) 15
3 pcs Sining Balai- Uniform Top (m) 15
sub-total LOT 2
LOT 3- SPORTS EQUIPMENT
1 pcs Volleyball Net 2
2 pcs Paddle Table Tennis 8
sub-total LOT 3
LOT 4- OTHER SUPPLIES
1 gal Flat White Wall Paint 2
2 pcs Lei for Judges 64
3 pcs Tumbler 115
sub-total LOT 4
LOT 5- OFFICE SUPPLIES
1 pcs Binder Notebook 115
2 box Ball pen (black) 50
3 box Long Coupon Bond 1

[illegible]

Created by Annabelle Quinto Madrigal

Date Created 28/02/2025

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



REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF OTHER SUPPLIES, UNIFORM, SPORTS EQUIPMENT AND OFFICE SUPPLIES FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU

PR No.: PR25-0066
RFQ No. 2025-029
ABC Amount: Php153,510.00
Lot 1: Php31,540.00
Lot 2: Php46,500.00
Lot 3: Php7,600.00
Lot 4: Php36,420.00
Lot 5: Php31,450.00

Company Name : ARTS CENTRALE GENERAL MERCHANDISE
Address : POB-1 VICTORIA PLAZA MINDORO

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

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-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- MEDALS AND TROPHIES					
1	pcs	Trophies	99	255	25,245.00
2	pcs	Medals	116	48	5,568.00
sub-total LOT 1					
LOT 2- UNIFORM					
1	pcs	Sinig Balai- Uniform Top (f)	15	1,195	17,925.00
2	pcs	Sining Balai- Uniform Skirt (f)	15	690	10,350.00
3	pcs	Sining Balai- Uniform Top (m)	15	1,195	17,925.00
sub-total LOT 2					
LOT 3- SPORTS EQUIPMENT					
1	pcs	Volleyball Net	2	998	1,996.00
2	pcs	Paddle Table Tennis	8	685	5,480.00
sub-total LOT 3					
LOT 4- OTHER SUPPLIES					
1	gal	Flat White Wall Paint	2	945	1,890.00
2	pcs	Lei for Judges	64	175	11,200.00
3	pcs	Tumbler	115	198	22,770.00
sub-total LOT 4					
LOT 5- OFFICE SUPPLIES					
1	pcs	Binder Notebook	115	168	19,320.00
2	box	Ball pen (black)	50	78	3,900.00
3	box	Long Coupon Bond	1	1,440	1,440.00
4	pcs	Scissors	10	98	980.00
5	reams	Long Vellum paper	5	365	1,825.00
6	pcs	664 Ink (Black)	2	320	640.00
7	pcs	664 Ink (Cyan)	2	320	640.00
8	pcs	664 Ink (Magenta)	2	320	640.00

MSU-BAC-FR-05.01



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 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

Poblacion 1
Victoria
Oriental Mindoro
Region IV-B
Philippines

Supplier

313391

29-Jul-2020

Req

Single Proprietorship

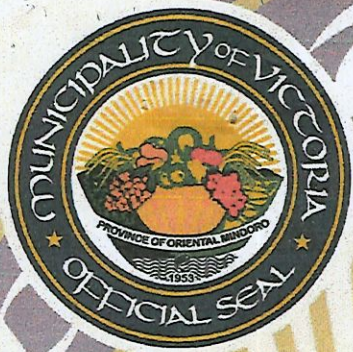
General Merchandise

Office Equipment Supplies and Consumables, Office Equipment, Office Equipment Parts and Accessories, Office Supplies and Devices

203-356-463-001

04605553

01-Mar-2017



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF VICTORIA

KNOW ALL MEN BY THESE PRESENT

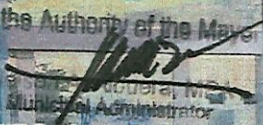
Pursuant to the provision of Tax Ordinance Number 06-2012, otherwise known as the revised Revenue Code of Victoria, Oriental Mindoro, after the taxes and Charges, etc., and compliance with the existing requirements permit is hereby granted to herein taxpayer.

Mayor's Permit of Business

Status: Renew	Permit Number: 888-0681	Date of Issuance: 17 Jan 2025 A	Date of Expiration: December 31, 2025
O.R. Number: 4338421	O.R. Date: 1/17/2025	Amount Paid: 10,990.06	Capital Gross Sales: 406,006.00
Taxpayer's Name: ILAGAN, MYLYN C.			
Business Name: ARTS CENTRALE GENERAL MERCHANDISE			
Nature of Business: GENERAL MERCHANDISE			
Address: POBLACION I, Victoria, Oriental Mindoro			

PERMIT SHALL BE SUBJECT TO IMMEDIATE CANCELLATION IF THERE IS FAILURE ON PART OF THE GRANTEE TO CONTINUOUSLY COMPLY WITH THE PROVISION OF THE BUILDING CODE OF THE PHILIPPINES AND OTHER PERTINENT LAWS AND REGULATION RELATIVE TO ISSUANCE OF PERMIT AND LICENSE

Approved by:

the Authority of the Mayor

JOSELITO C. MALABANAN
Municipal Mayor

This Franchise Permit and Official Receipt shall be displayed or posted for public view in a conspicuous place within the place of business of undertaking.

Emergency Hotline: PNP(09190937530/09063526303), BFP(09557700007, 09156031500), MDRMO(09770127197/09109183097), MHO(09176348666)

REPUBLICA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 063
REVENUE DISTRICT NO. 039

BIR Form No. 2303
Revised July 1997

1RC0001253725
OCN

CERTIFICATE OF REGISTRATION

TIN 203-356-463-001	NAME ILAGAN, MYLYN CAY	REGISTRATION DATE 07/16/2019
REGISTERED ADDRESS Poblacion 1, Victoria, Oriental Mindoro 5205		
REGISTERED ACTIVITY(IES) TAX TYPE REGISTRATION FEE		
TRADE NAME ARTS CENTRALE GENERAL MERCHANDISE		
LINE OF BUSINESS / INDUSTRY 5235 RETAIL OF BOOKS, OFFICE/SCHOOL SUPPLIES, NEWSPAPERS, MGZNS		

REMINDEES: FILE and PAY

TAX TYPE: RF

1. Payment of Annual Registration Fee of P500.00 on or before January 31;
2. Register Book of Accounts;
3. Update Registration Information, for any changes in Status, Location and Tax Types (1905 Form);
4. IN CASE OF CLOSURE/RETIREMENT OF BUSINESS, NOTIFY IMMEDIATELY

REVENUE DISTRICT OFFICE TAXPAYER SERVICE SECTION.

Date of Registration/Update: July 23, 2019

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



REX PAUL R. RECOTER

REVENUE DISTRICT OFFICER (signature over printed name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

EN



This certifies that

ARTS CENTRALE GENERAL MERCHANDISE
(NATIONAL)

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

This certificate issued to

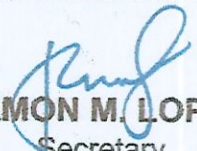
MYLYN CAY ILAGAN

is valid from 08 March 2022 to 08 March 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 08 March 2022 in the Philippines.


RAMON M. LOPEZ
Secretary

Business Name No. 3696922

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



TBGU296913341650

Documentary Stamp Tax Paid Php 30.00

For BIR BCS/
Use Only Item:Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

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 Month ☒ 12 For the Year (YYYY) 2022 2 Amended Return? ☐ Yes ☒ No 3 Short Period Return? ☐ Yes ☒ No

PART I - BACKGROUND INFORMATION OF TAXPAYER/FILER

4 Taxpayer Identification Number (TIN)	<u>203</u> - <u>356</u> - <u>463</u> - <u>000</u>	5 RDO Code	<u>063</u>
6 Taxpayer Type	<input checked="" type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust <input type="checkbox"/> Compensation Earner		
7 Alphanumeric Tax Code (ATC)	<input checked="" type="checkbox"/> II012 Business Income-Graduated IT Rates <input type="checkbox"/> II014 Income from Profession-Graduated IT Rates <input type="checkbox"/> II013 Mixed Income-Graduated IT Rates <input type="checkbox"/> II011 Compensation Income <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		
8 Taxpayer's Name (Last Name, First Name, Middle Name)/ESTATE OF (First Name, Middle Name, Last Name)/TRUST FAO: (First Name, Middle Name, Last Name)	<u>ILAGAN MYLYN CAY</u>		
9 Registered Address (Indicate complete address. If the registered address is different from the current address, got to the RDO to update registered address by using BIR Form No. 1905)	<u>ZONE IV SOCORRO ORIENTAL MINDORO</u>		
	9A	ZIP Code	<u>5207</u>
10 Date of Birth (MM/DD/YYYY)	11 Email Address		
<u>01/14/1978</u>	<u>clientmail08@gmail.com</u>		
12 Citizenship	13 Claiming Foreign Tax Credits?	14 Foreign Tax Number, if applicable	
<u>FILIPINO</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
15 Contact Number (Landline/Cellphone No.)	16 Civil Status (if applicable)		
<u>0000000000000000</u>	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widow/er		
17 If married, spouse has income?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	18 Filing Status	<input type="checkbox"/> Joint Filing <input checked="" type="checkbox"/> Separate Filing
19 Income EXEMPT from Income Tax?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	20 Income subject to SPECIAL/PREFERENTIAL RATE?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]		[If yes, fill out also consolidation of ALL activities per Tax Regime (Part X)]	
21 Tax Rate* (Choose Method of Deduction in Item 21A) (choose one)		21A Method of Deduction (choose one)	
<input checked="" type="checkbox"/> Graduated Rates <input type="checkbox"/> 8% in lieu of Graduated Rates under Sec. 24(A) & 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 checked="" type="checkbox"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC]]	

PART II - TOTAL TAX PAYABLE (Do NOT Enter Centavos; 49 Centavos or Less drop down; 50 or more round up)

Particular	A. Taxpayer/Filer	B. Spouse
22 Tax Due (From Part VI Item 5)	0.00	0.00
23 Less: Total Tax Credits/Payments (From Part VII Item 10)	0.00	0.00
24 Tax Payable/(Overpayment) (Item 22 Less Item 23)	0.00	0.00
25 Less: Portion of Tax Payable Allowed for 2nd Installment to be paid on or before October 15 (50% or less of Item 22)	0.00	0.00
26 Amount of Tax payable/(Overpayment) (Item 24 Less Item 25)	0.00	0.00
Add: Penalties		
27 Interest	0.00	0.00
28 Surcharge	0.00	0.00
29 Compromise	0.00	0.00
30 Total Penalties (Sum of Items 27 to 29)	0.00	0.00
31 Total Amount Payable/(Overpayment) (Sum of Items 26 and 30)	0.00	0.00
32 Aggregate Amount Payable/(Overpayment) (Sum of Items 26 and 30)		0.00

If overpayment, mark one (1) box only. (Once the choice is made, the same is irrevocable)

☐ To be refunded ☐ To be issued a Tax Credit Certificate (TCC) ☐ To be carried over as a tax credit for next year/quarter

I declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me, and to the best of my knowledge and 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)

MYLYN C. ILAGAN
Printed Name and Signature of Taxpayer/Authorized Representative33 Number of Attachments 00

PART III - DETAILS OF PAYMENT

Particulars	Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount
34 Cash/Bank Debit Memo				
35 Check				
36 Tax Debit Memo				
37 Others (specify below)				

BUREAU OF INTERNAL REVENUE
RDO No. 63 Calapan City

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

Stamp of Receiving Office (AAR) and Date of Receipt
(RO's Signature/Bank Teller's Initial)RECEIVED
02 MAR 2023

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

JOSU M. BAKIENTOS
OIC, Chief Collection Section
TIN: 215-304-811-000

Annual Income Tax Return
Individuals (including MIXED Income Earner), Estates and Trusts

1701 01/18ENCS P2

TIN	Taxpayer/Filer's Last Name
203 356 463 000	ILAGAN MYLYN CAY

PART IV - Background Information of Spouse

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

PART V - Computation of Tax**Schedule 1 - Gross Compensation Income and tax Withheld (Attach Additional Sheet/s, if necessary)**

On Items 1 and 2, enter the required information for each of your employer/s and mark (X) whether the information is for the Taxpayer or the Spouse. On Item 3A, enter the Total Gross Compensation and Total tax Withheld for the Taxpayer and on Item 3B, for the Spouse. (DO NOT enter Centavos; 49 Centavos or less drop down; 50 or more round up)

a. Name of Employer		c. Compensation Income	d. Tax Withheld
1 <input type="checkbox"/> Taxpayer <input type="checkbox"/> Spouse	b. Employer's TIN		
2 <input type="checkbox"/> Taxpayer <input type="checkbox"/> Spouse	b. Employer's TIN		
(Continuation of Table Above)			
1		0.00	0.00
2		0.00	0.00
3A Gross Compensation Income and Total Tax Withheld for TAXPAYER (To Part V Schedule 2 Item 4A and Part VII Item 5A)		0.00	0.00
3B Gross Compensation Income and Total Tax Withheld for SPOUSE (To Part V Schedule 2 Item 4B and Part VII Item 5B)		0.00	0.00

Schedule 2 - Taxable Compensation Income

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

Particulars	A. Taxpayer/Filer	B. Spouse
4 Gross Compensation Income (From Part V Schedule 1 Item 3A/3Bc)	0.00	0.00
5 Less: Non-Taxable / Exempt Compensation	0.00	0.00
6 Taxable Compensation Income (Item 4 Less Item 5)	0.00	0.00
7 Tax Due-Compensation Income (Item 6 x applicable Income Tax Rate)	0.00	0.00

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

3.A - For Graduated Income Tax Rates		
8 Sales/revenues/receipts/Fees	647,203.00	0.00
9 Less: Sales Returns, Allowances and Discounts	0.00	0.00
10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9)	647,203.00	0.00
11 Less: Cost of Sales/Services (applicable only if availing Itemized Deductions)	398,432.00	0.00
12 Gross Income/(Loss) from Operation (Item 10 less Item 11)	248,771.00	0.00
Less: Deductions Allowable under Existing Laws		
13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Item 18)	171,346.00	0.00
14 Special Allowable Itemized Deductions (From Part V Schedule 5 Item 3 and/or Item 6)	0.00	0.00
15 Allowable for Net Operating Loss Carry Over (NOLCO) (From Part V Schedule 6 Item 8 and/or Item 13)	0.00	0.00
16 Total Allowable Itemized Deductions (Sum of Items 13 to 15)	171,346.00	0.00
OR		
17 Optional Standard Deduction (OSD) (40% of Item 10)	0.00	0.00
18 Net Income/(Loss) (If Itemized: Item 12 Less Item 16; If OSD: Item 10 Less Item 17)	77,425.00	0.00
Add: Other Non-Operating Income (specify below)		
19	0.00	0.00
20	0.00	0.00
21 Amount Received/Share in Income by a Partner from General Professional Partnership (GPP)	0.00	0.00
22 Total Other Non-Operating Income (Sum of Items 19 to 21)	0.00	0.00
23 Taxable Income-Business (Sum of Items 18 and 22)	77,425.00	0.00
24 Total Taxable Income - Compensation & Business (Sum of Items 6 and 23)	77,425.00	0.00
25 Total Tax Due-Compensation and Business Income (under graduated rates) (Item 24 x applicable income tax rate) (To Part VI Item 1)	0.00	0.00

1701

January 2018 (ENCS)

Page 3

Annual Income Tax Return

Individuals (including MIXED Income Earner), Estates and Trusts



TIN	Taxpayer/Filer's Last Name
203 356 463 000	ILAGAN MYLYN CAY

3.B - For 8% Flat Income Tax Rate

(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)	0.00	0.00
Add: Other Non-Operating Income (specify below)		
27	0.00	0.00
28 Total Income (Sum of Items 26 and 27)	0.00	0.00
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)	0.00	0.00
29	0.00	0.00
30 Taxable Income/(Loss) (Item 28 Less Item 29)	0.00	0.00
31 Tax Due-Business Income (Item 30 x 8% Flat Income Tax Rate)	0.00	0.00
32 Total Tax Due-Compensation & Business Income (under flat rate)(Sum of Items 7 and 31) (To Part VI Item 1)	0.00	0.00

Schedule 4 - Ordinary Allowable Itemized Deductions (attach additional sheet/s, if necessary)

1 Amortizations	0.00	0.00
2 Bad Debts	0.00	0.00
3 Charitable and Other Contributions	0.00	0.00
4 Depletion	0.00	0.00
5 Depreciation	12,000.00	0.00
6 Entertainment, Amusement and Recreation	0.00	0.00
7 Fringe Benefits	0.00	0.00
8 Interest	0.00	0.00
9 Losses	0.00	0.00
10 Pension Trusts	0.00	0.00
11 Rental	132,000.00	0.00
12 Research and Development	0.00	0.00
13 Salaries, Wages and Allowances	0.00	0.00
14 SSS, GSIS, Philhealth, HDMF and Other Contributions	0.00	0.00
15 Taxes and Licenses	20,374.00	0.00
16 Transportation and Travel	0.00	0.00
17 Others (Deductions Subject to Withholding Tax and Other Expenses) [specify below; Add additional sheet(s), if necessary]		
a Janitorial and Messengerial Services	0.00	0.00
b Professional Fees	0.00	0.00
c Security Services	0.00	0.00
d MISCELLANEOUS	6,972.00	0.00
18 Total Ordinary Allowable itemized Deductions (Sum of Items 1 to 17d) (To part V Schedule 3.A Item 13)	171,346.00	0.00

Schedule 5 - Special Allowable Itemized Deductions (attach additional sheet/s, if necessary)

5.A - Taxpayer/Filer	Description	Legal Basis	Amount
1			0.00
2			0.00
3 Total Special Allowable Itemized Deductions-Taxpayer/Filer (Sum of Items 1 and 2) (To part V Schedule 3.A Item 14A)			0.00

5.B - Spouse	Description	Legal Basis	Amount
4			0.00
5			0.00
6 Total Special Allowable Itemized Deductions-Spouse (Sum of Items 4 and 5) (To part V Schedule 3.A Item 14B)			0.00

Schedule 6 - Computation of Net Operating Loss carry Over (NOLCO)

6.A - Computation of NOLCO		A. Taxpayer/Filer	B. Spouse
Description			
1 Gross Income		0.00	0.00
2 Less: Ordinary Allowable Itemized Deductions		0.00	0.00
3 Net Operating Loss (Item 1 Less Item 2) (To Schedule 6.A.1 Item 7A and/or Schedule 6.A.2 Item 12A)		0.00	0.00

6.A.1 - Taxpayer/Filer's Detailed Computation of Available NOLCO

Net Operating Loss Year Incurred	A. Amount	B. NOLCO Applied Previous Years	C. NOLCO Expired	D. NOLCO Applied Current Year	E. Net Operating Loss (Unapplied) [(E)=A-(B+C+D)]
4	0.00	0.00	0.00	0.00	0.00
5	0.00	0.00	0.00	0.00	0.00
6	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00
8 Total NOLCO - taxpayer/Filer (Sum of Items 4D to 7D) (To Part V Schedule 3.A Item 15A)				0.00	

1701

January 2018 (ENCS)
Page 4**Annual Income Tax Return**
Individuals (including MIXED Income Earner), Estates and Trusts

1701 01/18ENCS P4

TIN
203 356 463 000
Taxpayer/Filer's Last Name
ILAGAN MYLYN CAY

(Continuation of Schedule 6)

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

Year Incurred	Net Operating Loss A. Amount	B. NOLCO Applied Previous Year/s	C. NOLCO Expired	D. NOLCO Applied Current Year	E. Net Operating Loss (Unapplied) [(E)=A-(B+C+D)]
09	0.00	0.00	0.00	0.00	0.00
10	0.00	0.00	0.00	0.00	0.00
11	0.00	0.00	0.00	0.00	0.00
12	0.00	0.00	0.00	0.00	0.00

13 Total NOLCO - Spouse (Sum of Items 9D to 12D) (To Part V Schedule 3.A Item 15B)

0.00

PART VI - Summary of Income Tax Due

1 Regular Rate-Income Tax Due (From Part V, Either Item 25 or Item 32)	0.00	0.00
2 Special Rate-Income Tax Due (From Part X Item 17B/17F)	0.00	0.00
3 Less: Share of Other Government Agency, if remitted directly to the Agency	0.00	0.00
4 Net Special Rate-Income Tax Due/Share of National Govt. (Item 2 Less Item 3)	0.00	0.00
5 Total Income Tax Due (Sum of Items 1 & 4) (To Part II Item 22)	0.00	0.00

PART VII - Tax Credits/Payments (attach proof)

1 Prior Year's Excess Credits	0.00	0.00
2 Tax Payments for the First Three (3) Quarters	0.00	0.00
3 Creditable Tax Withheld for the First Three (3) Quarters	0.00	0.00
4 Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter	0.00	0.00
5 Creditable Tax Withheld per BIR Form No. 2316 (From Part V Schedule 1 Item 3Ad/3Bd)	0.00	0.00
6 Tax Paid in Return Previously Filed, if this is an Amended Return	0.00	0.00
7 Foreign Tax Credits, if applicable	0.00	0.00
8 Special Tax Credits, if applicable (To Part VIII Item 6)	0.00	0.00
9 Other Tax Credits/Payments (specify)	0.00	0.00
10 Total Tax Credits/Payments (Sum of Items 1 to 9) (To Part II Item 23)	0.00	0.00

PART VIII - Tax Relief Availment

VIII.A - Special Rate

1 Regular Income Tax Otherwise Due (Part X Item 16B and/or Item 16F X applicable regular income tax rate)	0.00	0.00
2 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7B and/or Item 7F X applicable regular income tax rate)	0.00	0.00
3 Sub-Total - Tax Relief (Sum of Items 1 and 2)	0.00	0.00
4 Less: Income Tax Due (From Part X Item 17B and/or Item 17F)	0.00	0.00
5 Tax Relief Availment Before Special Tax Credit (Item 3 Less Item 4)	0.00	0.00
6 Add: Special Tax Credit, if any (From Part VII Item 8)	0.00	0.00
7 Total Tax Relief Availment-SPECIAL (Sum of Items 5 and 6)	0.00	0.00

VIII.B - Exempt

8 Regular Income Tax Otherwise Due (Part X Item 16A and/or Item 16E X applicable regular income tax rate)	0.00	0.00
9 Tax Relief on Special Allowable Itemized Deductions (Part X Item 7A and/or Item 7E X applicable regular income tax rate)	0.00	0.00
10 Total Tax Relief Availment-EXEMPT (Sum of Items 8 and 9)	0.00	0.00

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	77,425.00	0.00
Add: Non-Deductible Expenses/Taxable Other Income		
2	0.00	0.00
3	0.00	0.00
4	0.00	0.00
5 Total (Sum of Items 1 to 4)	77,425.00	0.00
Less: A) Non-Taxable Income and Income Subjected to Final Tax		
6	0.00	0.00
7	0.00	0.00
B) Special/Other Allowable Deductions		
8	0.00	0.00
9	0.00	0.00
10 Total (Sum of Items 6 to 9)	0.00	0.00
11 Net Taxable Income/(Loss) (Item 5 Less Item 10)	77,425.00	0.00



anthony marko <clientmail08@gmail.com>

Tax Return Receipt Confirmation

ebirforms-noreply@bir.gov.ph <ebirforms-noreply@bir.gov.ph>
To: clientmail08@gmail.com

Tue, Feb 14, 2023 at 3:57 PM

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

File name: 203356463000-1701v2018-122022.xml

Date received by BIR: 14 February 2023

Time received by BIR: 03:29 PM

Penalties may be imposed for any violation of the provisions of the NIRC and issuances thereof.

FOR RETURNS WITH PAYMENT

Please print this e-mail together with the RETURN and proceed to pay through the Authorized Agent Bank / Collection Agent / GCASH or use other payment options.

This is a system-generated email. Please do not reply.

Bureau of Internal Revenue

=====

DISCLAIMER

=====

This email and its attachments may be confidential and are intended solely for the use of the individual or entity to whom it is addressed.

If you are not the intended recipient of this email and its attachments, you must take no action based upon them, nor must you disseminate, distribute or copy this e-mail. Please contact the sender immediately if you believe you have received this email in error.

E-mail transmission cannot be guaranteed to be secure or error-free. The recipient should check this email and any attachments for the presence of viruses. The Bureau of Internal Revenue does not accept liability for any errors or omissions in the contents of this message which arise as a result of e-mail transmission.

BUREAU OF INTERNAL REVENUE
RDO No. 63 Calapan City

RECEIVED
02 MAR 2023

JOJO M. BARRIENTOS
OIC, Chief Collection Section
TIN: 215-304-811-000

STATEMENT OF MANAGEMENT'S RESPONSIBILITY
FOR ANNUAL INCOME TAX RETURN

The management of **MYLYN C. ILAGAN** is responsible for all information and representations contained in the Annual Income Tax Return for the year ended December 31, 2022. 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 and/or percentage tax returns, withholding tax returns, documentary stamp tax returns, and any and all other tax returns.

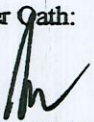
In this regard, the Management affirms that the attached audited financial statements for the year ended December 31, 2022 and the accompanying Annual Income Tax Return are in accordance with the books and records of **MYLYN C. ILAGAN** complete and correct in all material respects. Management likewise 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) **MYLYN C. ILAGAN** 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.

Signed under Oath:


MYLYN C. ILAGAN

BUREAU OF INTERNAL REVENUE
RDO No. 63 Calapan City

RECEIVED
02 MAY 2023


JOJO M. BARRIENTOS
OIC, Chief Collection Section
TIN: 215-304-811-000

ARTS CENTRALE GENERAL MERCHANDISE
Zone IV, Socorro, Oriental Mindoro

STATEMENTS OF FINANCIAL POSITION

As of December 31, 2022 and 2021

	2022	2021
ASSETS		
Current Assets		
Cash	286,606.00	106,387.00
Merchandise Inventory	304,064.00	595,428.00
Total Current Assets	590,670.00	701,815.00
Noncurrent Assets		
Business Assets		
Store Furnitures & Equipment	60,000.00	60,000.00
Other Business Assets	15,000.00	15,000.00
Total	75,000.00	75,000.00
Less: Accumulated Depreciation	60,000.00	48,000.00
Total Noncurrent Assets-Net	15,000.00	27,000.00
TOTAL ASSETS	605,670.00	728,815.00
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Trade Payable	128,245.00	257,912.00
Accrued Taxes & Other Payables	777.00	1,680.00
Total Liabilities	129,022.00	259,592.00
Equity		
Beginning Balance	469,223.00	417,909.00
Add: Net Income for the year	77,425.00	151,314.00
Total	546,648.00	569,223.00
Less: Drawings	70,000.00	100,000.00
Ending Balance	476,648.00	469,223.00
TOTAL LIABILITIES AND EQUITY	605,670.00	728,815.00


MYLYN C. ILAGAN
Taxpayer

BUREAU OF INTERNAL REVENUE
RDO No. 03 Calapan City
RECEIVED
02 MAR 2023
JOJO M. BARRIENTOS
OIC, Chief Collection Section

ARTS CENTRALE GENERAL MERCHANDISE
Zone IV, Socorro, Oriental Mindoro

INCOME STATEMENT
For the Year Ended December 31, 2022 and 2021

	2022	2021
SALES	647,203.00	967,686.00
Less: Cost of Sales		
Beginning Inventory	595,428.00	583,804.00
Purchases	107,068.00	648,846.00
Total Goods Available	702,496.00	1,232,650.00
Less: Ending Inventory	304,064.00	595,428.00
Cost of Sales	398,432.00	637,222.00
GROSS INCOME	248,771.00	330,464.00
Less Operating Expenses		
Taxes & Licenses	20,374.00	32,783.00
Rental	132,000.00	132,000.00
Depreciation	12,000.00	12,000.00
Miscellaneous	6,972.00	2,367.00
Total Operating Expenses	171,346.00	179,150.00
OPERATING INCOME	77,425.00	151,314.00
Add: Other Income		
Compensation Income	-	-
INCOME BEFORE INCOME TAX	77,425.00	151,314.00
Less INCOME TAX	-	-
NET INCOME FOR THE YEAR	77,425.00	151,314.00


MYLYN C. ILAGAN
Taxpayer

BUREAU OF INTERNAL REVENUE
RDO No. 63 Calapan City

RECEIVED
02 MAR 2023

JOJO M. BARRIENTOS
OIC, Chief Collection Section
TIN: 215-304-811-000



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

Annex "M"

TCBP NO. RR9A-063-12-22-R2451-2023-E

TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

ILAGAN, MYLYN CAY

(ARTS CENTRALE GENERAL MERCHANDISE)

Name of Taxpayer

PACIA BLDG. P. CABRERA ST., ZONE IV (POB.), SOCORRO, ORIENTAL MINDORO

Address

203-356-463-00000

Taxpayer Identification Number

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

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

Issued this 22nd day of December, 2023.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL **DECEMBER 22, 2024** ONLY OR UNTIL REVOKED FOR VIOLATION OF THE CRITERIA SPECIFIED UNDER REVENUE REGULATIONS NO. 8-2016, AS AMENDED AND REVENUE MEMORANDUM ORDER NO. 46-2018, WHICHEVER COMES EARLIER. THIS SHALL NOT BE USED ON SALES/TRANSFER OF REAL PROPERTIES.
CERTIFICATION FEE OF P100 WAS PAID ON DECEMBER 22, 2023 UNDER EFPS PAYMENT TRANSACTION NO. 238495331.
ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.



Levine F. Ilagan
LEVINE F. ILAGAN
Chief, Collection Division
12/22/2023

DOCUMENTARY STAMP TAX
DATE OF PAYMENT: 12/19/2023
PAYMENT CONFIRMATION:
238461052
AMOUNT: P30.00

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



This certifies that

ARTS CENTRALE GENERAL MERCHANDISE
(NATIONAL)

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

This certificate issued to

MYLYN CAY ILAGAN

is valid from 08 March 2022 to 08 March 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 08 March 2022 in the Philippines.


RAMON M. LOPEZ
Secretary

Business Name No. 3696922

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



TBGU296913341650

Documentary Stamp Tax Paid Php 30.00

APPROVED BUDGET FOR THE CONTRACT (ABC)
SUPPLY AND DELIVERY OF OTHER SUPPLIES, UNIFORM, SPORTS EQUIPMENT AND
OFFICE SUPPLIES FOR THE 4TH ANNIVERSARY CELEBRATION OF MINSU
Alcate, Victoria, Oriental Mindoro

Project Name and Location

Stations: Mindoro State University

Length:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CURRENT MARKET PRICE	TOTAL COST	VAT, OTHER TAXES AND/OR DUTIES APPLICABLE	FREIGHT & INSURANCE	OTHER INDIRECT COSTS	OTHER COST FACTORS					TOTAL COST	UNIT COST
									INFLATION,		VALUE	INFLATION,	VALUE		
									%						
									%						
									(1)	(2)					
LOT 1- MEDALS AND TROPHIES															
1	Trophies	99	pcs	260.00	25,740.00										
2	Medals	116	pcs	50.00	5,800.00										
	sub-total LOT 1				31,540.00										
LOT 2- UNIFORM															
1	Sinig Balai- Uniform Top (f)	15	pcs	1,200.00	18,000.00										
2	Sinig Balai- Uniform Skirt (f)	15	pcs	700.00	10,500.00										
3	Sinig Balai- Uniform Top (m)	15	pcs	1,200.00	18,000.00										
	sub-total LOT 2				46,500.00										
LOT 3- SPORTS EQUIPMENT															
1	Volleyball Net	2	pcs	1,000.00	2,000.00										
2	Paddle Table Tennis	8	pcs	700.00	5,600.00										
	sub-total LOT 3				7,600.00										
LOT 4- OTHER SUPPLIES															
1	Flat White Wall Paint	2	gal	950.00	1,900.00										
2	Lei for Judges	64	pcs	180.00	11,520.00										
3	Tumbler	115	pcs	200.00	23,000.00										
	sub-total LOT 4				36,420.00										
LOT 5- OFFICE SUPPLIES															
1	Binder Notebook	115	pcs	170.00	19,550.00										
2	Ballpen (black)	50	box	80.00	4,000.00										
3	Long Coupon Bond	1	box	1,450.00	1,450.00										
4	Scissors	10	pcs	100.00	1,000.00										
5	Long Vellum paper	5	reams	370.00	1,850.00										
6	664 Ink (Black)	2	pcs	350.00	700.00										
7	664 Ink (Cyan)	2	pcs	350.00	700.00										
8	664 Ink (Magenta)	2	pcs	350.00	700.00										
9	664 Ink (Yellow)	2	pcs	350.00	700.00										
10	Double Sided Tape 91inch	20	pcs	40.00	800.00										
	sub-total LOT 5				31,450.00										
	XXXXXXXXXXXXXXXXXXXXXXXXXXXX														
	GRAND TOTAL				153,510.00										

Prepared by
MARYNEEL A. HERMOSA
Member, BAC Secretariat

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

Recommending Approval
CIEDELLE PIOT-SALAZAR, J.D., Ph.D.
Chairperson, BAC

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



PURCHASE REQUEST

Fund Cluster:

Office/Section : Accounting		PR No.: PR25-0066		Date: 02/27/2025	
		Responsibility Center Code :			
Stock/ Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
LOT 1 (Reward Expense)					
	pcs	Trophies	99	260.00	25,740.00
	pcs	Medals	116	50.00	5,800.00
Sub-Total					31,540.00
LOT 2 (Uniform Expense)					
	pcs	SiningBalai - Uniform Top (f)	15	1,200.00	18,000.00
	pcs	SiningBalai - Uniform Skirt (f)	15	700.00	10,500.00
	pcs	SiningBalai - Uniform Top (m)	15	1,200.00	18,000.00
Sub-Total					46,500.00
LOT 3 (Sport Equipment Expense)					
	pcs	Volleyball Net	2	1,000.00	2,000.00
	pcs	Paddle Table Tennis	8	700.00	5,600.00
Sub-Total					7,600.00
LOT 4 (Other Supplies)					
	Gal	Flat White Wall Paint	2	950.00	1,900.00
	pcs	Lei for Judges	64	180.00	11,520.00
	pcs	Tumbler	115	200.00	23,000.00
Sub-Total					36,420.00
LOT 5 (Office Supplies)					
	pcs	Binder Notebook	115	170.00	19,550.00
	boxes	Ballben (Black)	50	80.00	4,000.00
	box	Long Coupon Bond	1	1,450.00	1,450.00
	pcs	Scissors	10	100.00	1,000.00
	reams	Long Vellum Paper	5	370.00	1,850.00
	pcs	Epson 664 Ink (Black)	2	350.00	700.00
	pcs	Epson 664 Ink (Cyan)	2	350.00	700.00
	pcs	Epson 664 Ink (Magenta)	2	350.00	700.00
	pcs	Epson 664 Ink (Yellow)	2	350.00	700.00
	pcs	Double Sided Tape (1in)	20	40.00	800.00
Sub-Total					31,450.00
GRAND TOTAL					153,510.00

Purpose:

Various items to be used in MinSU 4th Anniversary Celebration

Requested by:

Signature :

Printed Name : ELJOHN M. VILLEZA

Designation : MFSC/USG Adviser

Recommending Approval:

Signature :

JOELENE C. LEYNES

VP, Admin Finance

Certified Allotment Available:

Signature :

ROVELYN P. ROXAS

SAO-Finance/Acting Budget Officer III

Approved by:

Signature :

ENYA MARIE D. APOSTOL, Ph.D

SUC President III