



SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF

ACCOUNTING OFFICE AT MINSU MAIN CAMPUS

Name of Project

BAC Resolution Recommending Approval
Resolution No. 156, 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. 2025-138 for the project "Supply and Delivery of Supplies and Materials for the Repair and Maintenance of Accounting Office at Minsu Main Campus" with an Approved Budget for the Contract (ABC) amounting One Hundred Fifty Thousand Pesos (Php150,000.00);

WHEREAS, in response to the advertisement of the project in the PhilGEPS, Minsu websites and other conspicuous place, one (1) suppliers/bidders were found in the document request list;

WHEREAS, upon advertisement, the BAC, invited three (3) eligible suppliers with known qualifications through e-mail specifically, BA SUZARA ENTERPRISES, JSLBUILDERS AND CONSTRUCTION SUPPLY and HIRAMS' SUPPLY WHOLESALING;

WHEREAS, in response to the said invitation, BA SUZARA ENTERPRISES 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
Php150,000.00	BA Suzara Enterprises	Php130,040.00

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 Supplies and Materials for the Repair and Maintenance of Accounting Office at Minsu Main Campus" as follows:

a. to BA Suzara Enterprises for being the supplier/bidder with Single Calculated Responsive Bid (SCRB);

RESOLVED, this 27th day of June, 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

FRANIE M. AFABLE, DBMHM
BAC Member

MELGAR G. PADRIQUELAN
BAC Member

ATTY. SHERLYN A. LAYESA
BAC Member

Approved/Disapproved

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

Date:

Mayor's Permit and Business License



BA SUZARA ENTERPRISES

Business Name

WHOLESALE ON A FEE OR CONTRACT BASIS, OF CONSTRUCTION MATERIALS AND HARDWARE

Line of Business

NAUTICAL HIGHWAY DANGAY, ROXAS, ORIENTAL MINDORO

Business Address

This PERMIT can be revoked any time if any of the Conditions and Provisions set forth by the Code is violated and/or the peace and order, health, environment, safety and security of the public are at stake.

DJAN BIZOZ ALLARDE SUZARA

S-175212-00009

2025-1705212000-0243

Owner's Name

Business ID No.

Business Permit No.

243-813-077-000

Sole Proprietorship

2385975

Renewal

Type of Application

SEC / DTI Registration No.

No. of Employees

10

Official Receipt No.

4398376

OR Date

Jan. 11, 2025

Payment Mode

Annual

KIND OF FEE

AMOUNT

100.00	Sticker Fee
100.00	Service Fee
250.00	Fire Safety Inspection Fee
100.00	Health Certificate
29,817.64	Municipal License
150.00	Zoning Clearance
50.00	ESD Certificate
150.00	Sanitary Inspection Fee
2,500.00	Garbage Collection Service Fee
1,061.46	Mayor's Permit
200.00	Weights and Measures
2,000.00	Occupational fee

Total

36,479.10

Remarks

NOTES:

1. Exhibit this Permit in your Establishment.
2. This Permit is only a privilege and not a right, subject to revocation and closure of Business Establishment for any violation of existing Laws and Ordinances and conditions set forth in the Permit.
3. This Permit must be renewed on or before January 20 of the following year unless sooner revoked for cause. Failure to renew within the time required shall subject the Taxpayer to a surcharge of 25% of the amount of taxes, fees or charges due, plus an interest of 2% per month.
4. Your Business Establishment is subject to final inspection or regulatory contravention.
5. Surrender this Permit upon retirement of your Establishment.

Mindoro State University
Records Management Office
CERTIFIED TRUE COPY

RICHARD R. TEMPLO
Records Officer III

Date: July 28, 2025 Time: 4:58 PM



This certifies that

BA SUZARA ENTERPRISES,

(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

DJAN BIOZ ALLARDE SUZARA

is valid from 13 January 2021 to 13 January 2026 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled

In testimony whereof, I hereby sign this

Certificate of Business Name Registration

and issue the same on 05 January 2021 in the Philippines.

RAMON M. LOPEZ
Secretary

Business Name No. 2385975

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



GENQ545811783355

Documentary Stamp Tax Paid Php 30.00

Mindoro State University
Records Management Office
CERTIFIED TRUE COPY
RICHARD R. TEMPLO
Records Officer III
Date: July 28, 2025 Time: 4:58 PM

ANNEX "M"

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
REVENUE REGION NO. 9A - CABA-MIRO

QF-TCC-01-01-2024.01

TCBP NO. RR9A-063-04-28-R0844-2025-E

Bringing in Revenues
for Nation-building



TAX CLEARANCE CERTIFICATE

(Pursuant to Executive Order No. 398)

SUZARA, DJAN BIOZ ALLARDE
(BA SUZARA ENTERPRISES)

Name of Taxpayer

DANGAY, ROXAS, ORIENTAL MINDORO

Address

243-813-077-00000

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 28th day of April, 2025.

NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUE UNTIL APRIL 28, 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 APRIL 24, 2025 UNDER EFPS PAYMENT TRANSACTION NO. 258500762. ANY ERASURE MADE ON THIS TCC SHALL RENDER IT NULL AND VOID.

ROSALINDA D. CABIDOG
Chief, Collection Division

BY: **AMIHAN L. VALDEZ**

Records Management Office
Mandala Collection Division

CERTIFIED TRUE COPY

Records Management Office
Mandala Collection Division

WARNING: Counterfeiting is punishable by law. For authenticity, please visit BIR website <https://www.bir.gov.ph/10-Clearance-List-Issued-TCC>. Tax Clearance Certificate (for bidding purposes) not listed/posted herein will be deemed to have originated from an illegal source.

NOT VALID
WITHOUT BIR
DRY SEAL

DOCUMENTARY STAMP TAX
DATE OF PAYMENT: 04/24/2025
PAYMENT CONFIRMATION:
258501353
AMOUNT: P30.00

Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

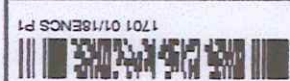


For BIR
Use Only
BCS/
Name:

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

Annual Income Tax Return

Individuals (including MIXED Income Earners, 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 Taxpayer.



1701 01/18/ENCS P1

1 For the year 12 - 120 24
2 Amended Return? Yes ☐ No ☒
3 Short Period Return? Yes ☐ No ☒

PART I - Background Information on Taxpayer/Filter

4 Taxpayer Identification Number (TIN) 243 - 813 - 000
5 RDO Code 063

6 Taxpayer Type

7 Alpha Numeric Tax Code (ATC)
Income - Graduated IT 11012 Business
Profession - Graduated IT 11014 Income from
Mixed Income 11013 Mixed Income
Compensation 11011
Income - 8% IT Rate 11015 Business
Profession - 8% IT Rate 11017 Income from
Mixed Income 11016 Mixed

8 Taxpayer's Name (Last Name, First Name, Middle Name, Last Name) / TRUST FAO: (First Name, Middle Name, Last Name)
SUZARA, DUAN BIOC ALARDE

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)
DANGAY ORIENTAL MINDORO

10 Date of Birth (MM/DD/YYYY) 07/19/1984
11 Email Address basuzara@gmail.com

12 Citizenship 13 Claiming Foreign Tax Credits? 14 Foreign Tax Number (if applicable)

15 Contact Number 16 Civil Status (if applicable)

17 If married, spouse has income? 18 Filing Status Joint Filing Separate Filing

19 Income EXEMPT from income tax? 20 Income subject to SPECIAL/PREFERENTIAL RATE? Yes ☐ No ☒

21 Tax Rate (choose one) 22 Tax Due (From Part VI Item 5) 23 Less: Total Tax Credits / Payments (From Part VII Item 10) 24 Tax Payable (Overpayment) (Item 22 Less Item 23) 25 Less: Portion of Tax Payable Allowed for 2nd installment to be paid on or before October 15 (50% or less of item 22) 26 Amount of Tax Payable (Overpayment) (Item 24 Less Item 25) 27 Interest 28 Surcharge 29 Compromise 30 Total Penalties (Sum of Items 27 to 29) 31 Total Amount Payable (Overpayment) (Sum of Items 26 & 30) 32 Aggregate Amount Payable (Overpayment) (Sum of Items 31 & 31B) 33 Number of Attachments 0

34 Cash/Bank Debit Memo 35 Check 36 Tax Debit Memo 37 Others (Specify Below)

Printed Name and Signature of Taxpayer/Authorized Representative

Drawee/Endorsee/Management Office Number

Date (MM/DD/YYYY)

Amount

WINDOR STATE UNIVERSITY

CERTIFIED TRUE COPY

RICHARD R. TEMPLO

Records Officer III

Date: JULY 28, 2023 Time: 4:58 PM

01/04/2025, 10:53 AM

Page 2 January 2018 (EINCS) 1701 BIR Form No.		Annual Income Tax Return Individuals (including MIXED Income Earners), Estates and Trusts	
TIN 17010618EHCSP5		Tax Filer's Last Name SUZARA	
1 Spouse's Taxpayer Identification Number 2-5 - 813 - 077 - 000		PART IV - Background Information of Spouse 2 RDC Code	
3 Filer's Spouse Type 4 Supplemental Tax Code (ATC) 1012 Business Income-Gratuities IT Rates 1014 Income from IT Rates 1013 Mixed Income-Gratuities IT Rates 1011 Income-Gratuities IT Rates 1015 Business Income - 5% IT Rates 1017 Income from IT Rates 1016 Mixed Income - 5% IT Rates		5 Spouse's Name (Last Name, First Name, Middle Name) 6 Contact Number 7 Citizenship 9 Foreign Tax Number 11 Income subject to SPECIAL PREFERENTIAL RATE? (If yes, fill out also computation of ALL activities per Tax Regime (Part 10)) Yes No	
8 Claiming Foreign Tax Credits? 9 Income EXEMPT from Income Tax? (If yes, fill out also computation of ALL activities per Tax Regime (Part 10)) Yes No		12 Tax Rate* (choose one) Method of Deduction in Item 12A 12A Method of Deduction (choose one) Itemized Deduction (Sec. 34-A, (Sec. 34L) NIRC) Optional Standard Deduction (OSD) (40% of Gross Sales/Receipts/Revenues/Fees)	
Schedule 1 - Gross Compensation Income and Tax Withheld (Attach Additional Sheet, if necessary) On Items 1 and 2, enter the required information for each of your employers and on item 2c, enter the Total Gross Compensation and Total Tax Withheld for the taxpayer and on item 2d, enter the information for the taxpayer or the spouse. On item 2a, enter the Total Gross Compensation and Total Tax Withheld for the taxpayer and on item 2b, enter the information for the spouse. On item 2a, enter the Total Gross Compensation and Total Tax Withheld for the taxpayer and on item 2b, enter the information for the spouse. On item 2a, enter the Total Gross Compensation and Total Tax Withheld for the taxpayer and on item 2b, enter the information for the spouse.			
PART V - Computation of Tax 1 Tax Withheld 2 Taxpayer's TIN 3 Spouse's TIN 4 Taxpayer's TIN 5 Tax Withheld			
Schedule 2 - Taxable Compensation Income (DO NOT enter Centavo; 48 Centavos or Less drop down; 50 or more round up) 4 Gross Compensation Income (From Part V Schedule 1 Item 3A, 3B, 3C) 5 Less: Non-Taxable / Exempt Compensation 6 Taxable Compensation Income (Item 6 x applicable Income Tax Rate) 7 Tax Due-Compensation Income (Item 6 x applicable Income Tax Rate)			
Schedule 3 - Taxable Business Income (If graduated rates, fill in Items 8 to 24; If 5% flat income tax rate, fill in Items 25 to 30) 8 Sales/Revenues/Receipts/Fees 9 Less: Sales Returns, Allowances and Discounts 10 Net Sales/Revenues/Receipts/Fees (Item 8 Less Item 9) 11 Less: Cost of Sales/Services (Applicable only if availing Itemized Deductions) 12 Gross Income/(Loss) from Operation (Item 10 Less Item 11) 13 Ordinary Allowable Itemized Deductions (From Part V Schedule 4 Items 1A) 14 Special Allowable Itemized Deductions (From Part V Schedule 5 Items 3 and/or Item 4) 15 Allowance for Net Operating Loss Carry Over (NOLCO) (From Part V Schedule 6 Items 8 and/or Item 9) 16 Total Allowable Itemized Deductions (Sum of Items 13 to 15) 17 Optional Standard Deduction (OSD) (40% of Item 10) 18 Net Income/(Loss) (If Itemized Item 12 Less Item 16; If OSD, Item 10 Less Item 17)			
21 Amount Received/Share in Income by a Partnership (GPP) 22 Total Other Non-Operating Income (Sum of Items 19 to 21) 23 Taxable Income-Business (Sum of Items 18 and 22) 24 Total Taxable Income - Compensation and Business (Sum of Items 6 and 23) 25 Total Tax Due-Compensation and Business Income (Land Graduated Rates) (From Part V Schedule 7)			

BIR Form No. 1701		Taxpayer's Last Name SUZARA	
243 - 813 - 077 - 000		Taxpayer's Last Name SUZARA	
3.B - For 6% Flat Income Tax Rate (DO NOT enter Section 48 Credits or Less than 50% or more than 100%)			
Particulars		Taxpayer's Last Name	
26 Sales/Revenue/Receipts/Fees (net of sales returns, allowances and discounts)		Taxpayer's Last Name	
A) Taxpayer		Taxpayer's Last Name	
B) Spouse		Taxpayer's Last Name	
Add: Other Non-Operating Income (specify below)			
27			
28 Total Income (sum of items 26 and 27)			
29 Less: Allowable deduction 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 (Less) (Item 28 Less Item 29)			
31 Tax Due-Business Income (Item 30 x 6% Flat Income Tax Rate)			
32 Total Tax Due-Compensation and Business Income (under flat rate)			
33 Total Tax Due (Sum of items 31 and 32) (To file with Item 1)			
Schedule 4 - Ordinary Allowable Itemized Deductions (attach additional sheets, if necessary)			
1 Amortization			
2 Bad Debts			
3 Charitable and Other Contributions			
4 Depreciation			
5 Depletion			
6 Entertainment, Amusement and Recreation			
7 Foreign Bankings			
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. Attach additional sheets, if necessary)			
18 Total Ordinary Allowable Itemized Deductions (Sum of items 1 to 17) (To file with Item 1)			
Schedule 5 - Special Allowable Itemized Deductions (attach additional sheets, if necessary)			
1 Taxpayer			
2 Spouse			
3 Total Special Allowable Itemized Deductions-Taxpayer/Spouse (Sum of items 1 and 2) (To file with Item 1)			
4			
5			
6 Total Special Allowable Itemized Deductions-Spouse (Sum of items 4 and 5) (To file with Item 1)			
Schedule 6 - Computation of Net Operating Loss Carry Over NOLCO			
1 Gross Income			
2 Less: Ordinary Allowable Itemized Deductions			
3 Net Operating Loss (Item 1 Less Item 2) (To file with Item 1)			
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8 Total NOLCO - Taxpayer/Spouse (Sum of items 4 to 7) (To file with Item 1)			
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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

FILING REFERENCE NO.

TIN	: 243-813-077-000
Name	: SUZARA DJAN BIZOZ ALLARDE
RDO	: 063
Form Type	: 1701_2018
Reference No.	: 672500064991872
Amount Payable (Over Remittance)	: 3,973.00
Accounting Type	: C - Calendar
For Tax Period	: 12/31/2024 ✓
Date Filed	: 04/01/2025
Tax Type	: IT

[Proceed to Payment](#)

[[BIR Main](#) | [eFPS Login](#) | [User Menu](#) | [Help](#)]

Mindoro State University
Records Management Office
CERTIFIED TRUE COPY
RICHARD R. TEMPLO
Records Officer III
Date: July 28, 2025 Time: 4:58 PM



CONFIRMATION RECEIPT

Your account has been successfully debited with details as follows:

Transaction Date & Time	TIN	Taxpayer's Name	Account Number	Reference Number	Transaction Number	Amount Paid	Confirmation Number
Apr 01, 2025 11:00 AM	243813077000	BA SUZARA ENTERPRISES	3621008365	672500064991872	257912145	3,973.00	00040120251100480900

To view your payments, [click here](#)

[Help]

Important !

- An email advice has been sent to the authorizers regarding this transaction.
- This will serve as your official receipt.
- Print this confirmation advice for your record.
- For security reasons, do not forget to close this window.

[Print this receipt](#) [Close Window](#)

Deposits are insured
by FDIC up to \$1 million
per depositor.

Registered by the Bangko Sentral ng Pilipinas
https://www.bsp.gov.ph
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Mindoro State University
Records Management Office

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RICHARD R. TEMPIO
Records Officer III

Date: July 28, 2025 Time: 4:58 PM

REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG PANALAPI
KAWAHAN NG INTERNAS
REVENUE DIVISION NO. 09A
REVENUE DISTRICT NO. 063

BIR Form No. 2303
Revised July 1997

OCN 1RC0000951714

CERTIFICATE OF REGISTRATION

TIN	NAME	REGISTRATION DATE
243-813-077-000	SUZARA, DJAN BICZ ALLARDE	02/28/2006

REGISTERED ADDRESS

DANGAY BOXAS
ORIENTAL MINDORO 5212

REGISTERED ACTIVITY(IES)

TAX TYPE
INCOME TAX
VALUE - ADDED TAX
TRADE NAME
BA SUZARA ENTERPRISES

5030 SALE OF MOTOR VEHICLE PARTS
AND ACCESSORIES
5121 WHOLESALE OF AGRICULTURAL RAM
MATERIALS, LIVE ANIMALS
5143 WHOLESALE OF HARDWARE,
PLUMBING, HEATING EQUIPMENT
5150 WHOLESALE OF MACHINERY,
EQUIPMENT AND SUPPLIES
5234 RETAIL SALE OF HARDWARE,
PAINTS AND GLASS
5238 RETAIL OF AGRICULTURAL FARM
SUPPLIES, EQUIPMENT
5239 OTHER RETAIL SALE IN
SPECIALIZED STORES

- REMINDEES: FILE AND PAY
1. Renewal of Annual Registration Fee of P500.00 on or before January 31.
 2. Ending Inventory - every January of each year.
 3. VAT on or before 30th of every month.
 4. File and Pay Quarterly VAT and Submit Summary List of Sales/Purchases April 25th, Second Quarter - July 25th
 5. Third Quarter - October 25th
 6. Fourth Quarter - January 25th
 7. Withholding Tax Expanded - 1601E - On or before 10th day of the following month:
I. Annual Income Tax - On or before April 15
II. First Quarter - On or before April 15
III. Second Quarter - On or before November 15
IV. Third Quarter - On or before November 15
 8. 1604E - Annual Information Returns of Creditable Income Taxes Withheld (March 1)
 9. Update Registration Information, for any changes in status, location and Tax Types (1905 Form);
Register Book of Accounts
 10. In case of closure, termination of business, non-renewal.

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



ESTERBANA CASTRO
Mindoro State University/STRICT OFFICER (signature over printed name)

Records Management Office

CERTIFIED TRUE COPY

RICHARD R. TEMPIO
Records Officer III

Date: July 28, 2025 Time: 4:58 PM

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

THIS IS TO CERTIFY THAT

BA SUZARA ENTERPRISES
Nautical Highway, New Dangay, Roxas, Oriental Mindoro,
Roxas, Oriental Mindoro, Region IV-B, Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPs)** on 23-May-2016 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 **BA SUZARA ENTERPRISES** 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 27-Jul-2026,

Issued this 27th day of July 2025.
This is a system generated certificate. No signature is required.



REMINDE¹RS

- 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: 201605-171766-1623479126

List of Eligibility Documents

of
BA SUZARA ENTERPRISES
Nautical Highway, New Dangay, Roxas, Oriental Mindoro,
Roxas, Oriental Mindoro, Region IV-B, Philippines

DTI Certificate	DTI Certificate Number : 2385975 Issued By / Signatory : RAMON M LOPEZ Registration Date : 05-Jan-2021 Expiration Date : 13-Jan-2026
Mayors Permit	Expiration Date : 31-Dec-2025 Permit Number : 202517052120000243 Place of Issue : ROXAS, ORIENTAL MINDORO Issued By / Signatory : LEO G. CUSI, SR. Issuance Date : 12-Jan-2025
Tax Clearance	Expiration Date : 28-Apr-2026 TCC Number : RR9A-063-04-28-R0844-2025-E Issued By / Signatory : AMIHAN L. VALDEZ Issuance date : 28-Apr-2025
Audited Financial Statement	Date of Filing : 13-May-2025 Current Asset : 4,846,099.00 Total Asset : 6,140,238.00 Current Liabilities : 17,774.00 Total Liabilities : 17,774.00 Name of Auditor : MA. JUDITH K. MENDEJA C.P.A BIR RDO Code : 63
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :

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

THIS IS TO CERTIFY THAT

BA SUZARA ENTERPRISES

Nautical Highway, New Dangay, Roxas, Oriental Mindoro,
Roxas, Oriental Mindoro, Region IV-B, Philippines

is registered in the **Philippine Government Electronic Procurement System (PhilGEPs)** on 23-May-2016 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 **BA SUZARA ENTERPRISES** 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 21-Jul-2025

Issued this 19th day of July 2024.
This is a system generated certificate. No signature is required.



REMINERS¹

- 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: 201605-171766-149935344
Amended Date as of May 15, 2025 02:43 pm

List of Eligibility Documents

of
BA SUZARA ENTERPRISES
Nautical Highway, New Dangay, Roxas, Oriental Mindoro,
Roxas, Oriental Mindoro, Region IV-B, Philippines

DTI Certificate	DTI Certificate Number : 2385975 Issued By / Signatory : RAMON M LOPEZ Registration Date : 12-Jan-2016 Expiration Date : 13-Jan-2026
Mayors Permit	Expiration Date : 31-Dec-2025 Permit Number : 202517052120000243 Place of Issue : ROXAS, ORIENTAL MINDORO Issued By / Signatory : LEO G. CUSI, SR. Issuance Date : 12-Jan-2025
Tax Clearance	Expiration Date : 28-Apr-2026 TCC Number : RR9A-063-04-28-R0844-2025-E Issued By / Signatory : ROSALINDA D. CABIDOG Issuance date : 28-Apr-2025
Audited Financial Statement	Date of Filing : 13-May-2024 Current Asset : 4,846,099.00 Total Asset : 6,140,238.00 Current Liabilities : 17,774.00 Total Liabilities : 17,774.00 Name of Auditor : MA. JUDITH K. MENDEJA C.P.A BIR RDO Code : 63
PCAB License	Expiration Date : - Issued By / Signatory : Issuance Date : - License Number : License First Issue Date : - Principal Classification : Category :

OMNIBUS SWORN STATEMENT

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF) S.S.

AFFIDAVIT

I, DJAN BIOZ A. SUZARA, of legal age, married, Filipino, and residing at Roxas, Oriental Mindoro, after having been duly sworn in accordance with law, do depose and state that:

- I am the duly OWNER of BA SUZARA ENTERPRISES with office address at NAUTICAL HIGHWAY NEW DANGAY, ROXAS, ORIENTAL MINDORO.
- I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent BA SUZARA ENTERPRISES in the bidding as shown in the attached Dully Notarized Secretary's certificate issued by the corporation for SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS.
- BA SUZARA ENTERPRISES 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.
- Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements, statement of the prospective bidder of all ongoing, completed contracts; statements of prospective bidders availability of key personnel, equipment and audited financial statement, and information provided therein are true and correct;
- BA SUZARA ENTERPRISES is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
- None of the officers, directors, and controlling stockholders of BA SUZARA ENTERPRISES is related to the Head of the Procuring Entity, members of the Bids and Awards Committee(BAC), the Technical Working Group, and the BAC Secretariat, the Head of the Project Management Office or the end – user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
- BA SUZARA ENTERPRISES complies with existing labor laws and standards; and
- BA SUZARA ENTERPRISES is aware of and has undertaken the following responsibilities as Bidder:
 - Carefully examine all of the Bidding Documents;
 - Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - Made an estimate of the facilities available and needed for the contract to be bid, if any; and

Inquire or secure Supplemental/Bid Bulletin(s) issued the SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS.

- BA SUZARA ENTERPRISES 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.

IN WITNESS WHEREOF, I have hereunto set my hand this 17th day of June, 2025 at Roxas, Oriental Mindoro, Philippines.

DJAN BIOZ A. SUZARA
Bidder's Representative/Authorized Signatory

ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN to before me this 17th day of June, 2025 at Roxas, Oriental Mindoro, Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rule on Notarial Practice (A.M. No. 02-8-13Sc). Affiant exhibited to me his **PRC ID** appearing thereon, with no. 0103112 and his Community Tax Certificate No. 15747192 issued on January 11, 2025 at Roxas, Or. Mindoro.

Witness my hand and seal 17th day of June at Roxas, Oriental Mindoro.

NAME OF NOTARY PUBLIC
Serial No. of Commission
Notary Public for
Roll of Attorneys No.
Notary Public for
PTR No. 79264182 N. 195319 January 02, 2025
PTR No. 4314505A January 02, 2025 Roxas, Oriental Mindoro
IBP No. _____
MCLE Compliance No. VII - 0033009 valid until April 14, 2028
Bagumbayan, Roxas, Oriental Mindoro
gunofirm@gmail.com



Mindoro State University
Victoria, Oriental Mindoro 5205 Philippines



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

REQUEST FOR QUOTATION
SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS

PR No.: PR25-0180
RFQ No. 2025-138
ABC Amount: Php150,000.00

Company Name : RA. JUANITA ENTERPRISES
Address : NATIONAL HIGHWAY 1, VALI RANGET, MALABAC, ORIENTAL 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:

- All entries must be typewritten.
- Delivery Period within _____ calendar days.
- 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.
- Price validity shall be a period of 30 calendar days.
- G-EP5 Registration Certificate shall be attached upon submission of the Quotation.
- Bidders shall submit Original Brochures showing certification of the product being offered (optional).
- Mode of delivery: [] Pick-up (schedule) [] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	pcs	3/4" thk Marine Plywood	13	1,500.00	19,500.00
2	pcs	2"x2"x10' Wood Nailer (S4S)	9	900.00	8,100.00
3	pairs	Concealed Hinges Hydraulic/ Ordinary	22	220.00	4,840.00
4	pcs	Cabinet Handle	17	60.00	1,020.00
5	ltrs	Stikwel	3	350.00	1,050.00
6	pcs	Edging (1/2x1 8' S4S)	20	200.00	4,000.00
7	kg	Finishing Nail	7	100.00	700.00
8	pcs	4'x8'x1/2" thk. Marine Plywood	22	1,000.00	22,000.00
9	pcs	2"x2"x12' Good Lumber	90	250.00	22,500.00
10	kg	CWN #2	15	100.00	1,500.00
11	kg	CWN #3	15	100.00	1,500.00
12	gal	Solignum, Colorless	3	2,500.00	7,500.00
13	pcs	Corniza 1x4x12	13	450.00	5,980.00
14	gal	Glazing Putty	5	800.00	4,000.00
15	gal	Flat wall Enamel	4	800.00	3,200.00
16	gal	Quick Drying Enamel	4	800.00	3,200.00
17	lit	Paint Thinner	3	200.00	600.00
18	lit	Paint Tinting Color	3	200.00	600.00
19	set	0.60mx2.10m PVC Door with Louvers	1	2,500.00	2,500.00
20	sq.m.	0.70mx1.50m Fixed Two Way Glass Window in Aluminum Frame	1	20,000.00	20,000.00
21	bag	Cement	1	250.00	250.00
TOTAL					130,940.00

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, Alcala, Victoria
Bongabong Campus, Labasan, Bongabong
Calapan City Campus, Masipit, Calapan City



Mindoro State University
Victoria, Oriental Mindoro 5205 Philippines

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



June 13, 2025

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

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

MSU-BAC-FR-05.01

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

MSU-BAC-FR-05.01

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.



Mindoro State University
Victoria, Oriental Mindoro 5205 Philippines

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

BAGONG PILIPINAS



Invitation for Request for Quotation (RFQ) Form Submission

From BAC OFFICE <bac.office@minsu.edu.ph>
Date Mon 6/16/2025 5:39 PM
To jsilbuilders20@yahoo.com <jsilbuilders20@yahoo.com>

Dear Sir/Madam,

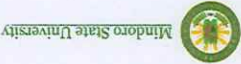
Greetings!

Please find the attached Request for Quotation (RFQ) forms, which have been posted on the PhilGEPS website of our university.
If you are interested, kindly complete and submit the form. If you are not interested, we kindly request that you respond to this email or submit an RFQ form with "Not interested" written on it, or disregard this message.
The deadline for submission is tomorrow, April 29, 2025, no later than 5:00 PM..

Thank you for your attention to this matter.

Please Acknowledge receipt.

-BAC



Statement of Confidentiality and Data Privacy

The information or attachment(s) in this e-mail is (are) strictly confidential and is (are) for the intended recipient only. Any unauthorized use, dissemination or copying of this message or the information it contains is prohibited. The recipient has the responsibility to ensure the protection of any Personal Data included in this email and its attachments. If you are not the intended recipient or you received this by mistake, please notify the sender immediately, and delete the original message and attachments. Further, the views and opinions expressed in this message are those of the sender's and do not necessarily reflect the views of the Mindoro State University

Fw: Invitation for Request for Quotation (RFQ) Form Submission

From BAC OFFICE <bac.office@mins.edu.ph>
Date Mon 6/16/2025 5:41 PM
To Hiram Supplies <hirams_supplies@yahoo.com>

1 attachment (804 KB)

RFQ 2025-138 SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS 150,000.00.pdf;

Dear Sir/Madam,

Greetings!

Please find the attached Request for Quotation (RFQ) forms, which have been posted on the PhilGEPS website of our university.

If you are interested, kindly complete and submit the form. If you are not interested, we kindly request that you respond to this email or submit an RFQ form with "Not Interested" written on it, or disregard this message.

The deadline for submission is tomorrow, June 17, 2025, no later than 5:00 PM..

Thank you for your attention to this matter.

Please Acknowledge receipt.

-BAC



Statement of Confidentiality and Data Privacy

The information or attachment(s) in this e-mail is (are) strictly confidential and is (are) for the intended recipient only. Any unauthorized use, dissemination or copying of this message or the information it contains is prohibited. The recipient has the responsibility to ensure the protection of any Personal Data included in this email and its attachments. If you are not the intended recipient or you received this by mistake, please notify the sender immediately, and delete the original message and attachments. Further, the views and opinions expressed in this message are those of the sender's and do not necessarily reflect the views of the Mindoro State University

June 19, 2025

CIEDELLE PIOL-SALAZAR
Chairperson, Bids and Awards Committee
Mindoro State University

Subject: **Official Email Address Notification**

Dear **Ms. Piol-Salazar,**

We wish to formally inform you that the official email address of HIRAMS' Supply Wholesaling for all business-related correspondence is **hirams_supplies@yahoo.com**.

Kindly update your records to ensure that all future communications are properly directed. Should you have any questions or require further confirmation, please feel free to reach out through the aforementioned email address.

We appreciate your attention to this matter.

Sincerely,



DOMINADOR M. MAPOY

Proprietor
HIRAMS' Supply Wholesaling

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number

12128573

Procuring Entity

MINDORO STATE UNIVERSITY

Title

SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS

Area of Delivery

Oriental Mindoro

Solicitation Number:

RFQ No. 2025-138

Trade Agreement:

Implementing Rules and Regulations

Procurement Mode:

Negotiated Procurement - Small Value Procurement (Sec. 53.9)

Classification:

Goods

Category:

Construction Materials and Supplies

Approved Budget for the Contract:

PHP 150,000.00

Delivery Period:

30 Day/s

Client Agency:

Contact Person:

Christian B. Apostol

BAC Secretariat Head

Alcate

Victoria

Oriental Mindoro

Philippines 5205

63-43-2862368

cbapostol21@gmail.com

Status

Closed

Associated Components

1

Bid Supplements

0

Document Request List

1

Date Published

14/06/2025

Last Updated / Time

14/06/2025 00:00 AM

Closing Date / Time

17/06/2025 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

No. Unit ITEM AND DESCRIPTION QTY. UNIT

PRICE TOTAL AMOUNT

1 pcs 3/4" thk Marine Plywood 13

2 pcs 2"x2"x10' Wood Nailer (S4S) 9

3 pairs Concealed Hinges Hydraulic/ Ordinary 22

4 pcs Cabinet Handle 17

5 ltrs Stikwel 3

6 pcs Edging (1/2x1 8' S4S) 20

7 kg Finishing Nail 7

8 pcs 4'x8'x1/2" thk. Marine Plywood 22

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 REPAIR AND MAINTENANCE OF ACCOUNTING OFFICE AT MINSU MAIN CAMPUS

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, %				
									INFLATION, %				
									VALUE				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
1	3/4" thk Marine Plywood	13	pcs	2,400.00	31,200.00					(5)X(9)	(10%[(5)+(10)])	(11) / (3)	
2	2"x2"x10' Wood Nailer (S4S)	9	pcs	440.00	3,960.00								
3	Concealed Hinges Hydraulic/ Ordinary	22	pairs	140.00	3,080.00								
4	Cabinet Handle	17	pcs	100.00	1,700.00								
5	Stikwel	3	ltrs	300.00	900.00								
6	Edging (1/2x1 8' S4S)	20	pcs	120.00	2,400.00								
7	Finishing Nail	7	kg	120.00	840.00								
8	4"x8"x1/2" thk. Marine Plywood	22	pcs	1,800.00	39,600.00								
9	2"x2"x12' Good Lumber	90	pcs	350.00	31,500.00								
10	CWN #2	15	kg	120.00	1,800.00								
11	CWN #3	15	kg	120.00	1,800.00								
12	Solignum, Colorless	3	gal	1,900.00	5,700.00								
13	Corniza 1x4x12	13	pcs	550.00	7,150.00								
14	Glazing Putty	5	gal	900.00	4,500.00								
15	Flatwall Enamel	4	gal	700.00	2,800.00								
16	Quick Drying Enamel	4	gal	1,000.00	4,000.00								
17	Paint Thinner	3	lit	120.00	360.00								
18	Paint Tinting Color	3	lit	190.00	570.00								
19	0.60mx2.10m PVC Door with Louvers	1	set	2,200.00	2,200.00								
20	0.70mx1.50m Fixed Two Way Glass Window in Aluminum Frame	1	sq.m.	3,500.00	3,675.00								
21	Cement	1	bag	265.00	265.00								
XXXXXXXXXXXXXXXXXXXXXXXXXXXX					-								
GRAND TOTAL					150,000.00								

Prepared by
MARYME A. HERMOSA
Member, BAC Secretariat

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

Recommending Approval
CIEDELE PIOL-SALAZAR, J.D., Ph.D.
Chairperson, BAC

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



PURCHASE REQUEST

Fund Cluster:

Office/Section :		PR No.: PR25-0180		Date: 05/13/2025	
Responsibility Center Code :					
Stock/Property No.	Unit	Item Description	Qty	Unit Cost	Total Cost
1	pcs	3/4" thk Marine Plywood	13	2,400.00	31,200.00
2	pcs	2"x2"x10" Wood Nailier (S4S)	9	440.00	3,960.00
3	pairs	Concealed Hinges Hydraulic/Ordinary	22	140.00	3,080.00
4	pcs	Cabinet Handle	17	100.00	1,700.00
5	ltrs	Silkwel	3	300.00	900.00
6	pcs	Edging (1/2 x 1 8' S4S)	20	120.00	2,400.00
7	kg	Finishing Nail	7	120.00	840.00
8	pcs	4' x 8' x 1/2" thk. Marine Plywood	22	1,800.00	39,600.00
9	pcs	2" x 2" x 12' Good Lumber	90	350.00	31,500.00
10	kg	CWN #2	15	120.00	1,800.00
11	kg	CWN #3	15	120.00	1,800.00
12	gal	Solignum , Colorless	3	1,900.00	5,700.00
13	pcs	Corniza 1x4x12	13	550.00	7,150.00
14	gal	Glazing Putty	5	900.00	4,500.00
15	gal	Flatwall Enamel	4	700.00	2,800.00
16	gal	Quick Drying Enamel	4	1,000.00	4,000.00
17	lit	Paint Thinner	3	120.00	360.00
18	lit	Paint Tinting Color	3	190.00	570.00
19	set	0.60m x 2.10m PVC Door with Louvers	1	2,200.00	2,200.00
20	sq.m.	Window in Aluminum Frame	1.05	3,500.00	3,675.00
21	bag	Cement	1	265.00	265.00
		TOTAL			150,000.00

Purpose: Materials for Repainting of Accounting Office at MinSU Main Campus

Requested by: *[Signature]*
Recommended Approval: *[Signature]*
Certified: *[Signature]*
Approved by: *[Signature]*

Designation: ENRI ARVIN P. TOLENTINO
Dir. for Auxiliary and General Services
VP for Admin and Finance
SAO- Finance
Acting Budget Officer III
SUC President III

Printed Name: ENYA MARIE D. APOSTOL, Ph. D.
Signature: *[Signature]*

PAGE 1 OF 1

DETAILED ESTIMATES FOR

ITEM NO. 101

Carpentry Works

SPECIFIC NO. 81.94

sq.m.

A. LABOR:

DESCRIPTION	NO.	NO. OF DAYS	MEN DAYS	RATE PER DAY	AMOUNT
Foreman	1	13	13	788.32	10,248.16
Skilled	4	13	52	570.24	29,652.48
Labor	2	13	26	440.48	11,452.48
Sub- Total					41,104.96

(Exclude acquisition & delivery of materials)

B. EQUIPMENT:

DESCRIPTION	NO.	NO. OF DAYS	EQPT. DAYS	DAILY RATE	AMOUNT
Sub- Total					-

(Exclude acquisition & delivery of materials)

C. FUEL, OIL & SPAREPARTS

DESCRIPTION	UNIT	QUANTITY	UNIT COST	AMOUNT
Sub- Total				

(Exclude acquisition & delivery of materials)

D. MATERIALS:

KIND	UNIT	QTY	UNIT COST	AMOUNT
3/4" thk Marine Plywood	pcs	13	2,400.00	31,200.00
2"x2"x10" Wood Nailers (S4S)	pcs	9	440.00	3,960.00
Concealed Hinges Hydraulic/Ordinary	pairs	22	140.00	3,080.00
Cabinet Handle	pcs	17	100.00	1,700.00
Stikwel	liter	3	300.00	900.00
Edging (1/2 x 1 x 8' S4S)	pcs	20	120.00	2,400.00
Finishing Nail	kg	7	120.00	840.00
4' x 8' x 1/2" thk. Marine Plywood	pcs	22	1,800.00	39,600.00
2" x 2" x 12' good lumber	pcs	90	350.00	31,500.00
CWN #2	kg	15	120.00	1,800.00
CWN #3	kg	15	120.00	1,800.00
Solignum, colorless	gal	3	1,900.00	5,700.00
Corniza 1x4x12	pcs	13	550.00	7,150.00
Sub- Total				

(Include acquisition of equipment, fuel, etc. for materials)

Sub- Total131,630.00

Total (Estimated Direct Cost)172,734.96

Indirect Cost (as per DO 197 s. 2016)

TOTAL COST172,734.96

Unit Cost2,108.20

say2,108.20

DETAILED ESTIMATES FOR

ITEM NO. 102

NAME OF ITEM Painting Works

SPECIFIC NO. 81.94

sq.m.

A. LABOR:

(Exclude acquisition & delivery of materials)					
DESCRIPTION	NO.	NO. OF DAYS	MEN DAYS	RATE PER DAY	AMOUNT
Foreman	1	2	2	788.32	1,576.64
Skilled	3	2	6	570.24	3,421.44
Laborer	2	2	4	440.48	1,761.92
Sub- Total					6,760.00

B. EQUIPMENT:

(Exclude acquisition & delivery of materials)					
DESCRIPTION	NO.	NO. OF DAYS	EQPT. DAYS	DAILY RATE	AMOUNT
Sub- Total					-

C. FUEL, OIL & SPAREPARTS

(Exclude acquisition & delivery of materials)					
DESCRIPTION	UNIT	QUANTITY	UNIT COST	AMOUNT	
Sub- Total					-

D. MATERIALS:

(Include acquisition of equipment, fuel, etc. for materials)					
KIND	UNIT	QTY	UNIT COST	AMOUNT	
Glazing Putty	gal	5	900.00	4,500.00	
Flatwall Enamel	gal	4	700.00	2,800.00	
Quick Dry Enamel	gal	4	1,000.00	4,000.00	
Paint Thinner	lit	3	120.00	360.00	
Paint Tinting Color	lit	3	190.00	570.00	
Sub- Total					12,230.00

Total (Estimated Direct Cost)

18,990.00

Sub- Total

12,230.00

TOTAL COST

18,990.00

Unit Cost

231.77

say

231.77

DETAILED ESTIMATES FOR

ITEM NO. 103

NAME OF ITEM Door and Window (minor demolition inc)

SPECIFIC NO. 25.92

sq.m.

A. LABOR:

DESCRIPTION	NO.	NO. OF DAYS	MEN DAYS	RATE PER DAY	AMOUNT
Foreman	1	2	2	788.32	1,576.64
Skilled	1	2	2	570.24	1,140.48
Laborer	3	3	9	440.48	3,964.32
Sub- Total					6,681.44

B. EQUIPMENT:

DESCRIPTION	NO.	NO. OF DAYS	EQPT. DAYS	DAILY RATE	AMOUNT
Sub- Total					

C. FUEL, OIL & SPAREPARTS

DESCRIPTION	UNIT	QUANTITY	UNIT COST	AMOUNT
Sub- Total				

KIND	UNIT	QTY	UNIT COST	AMOUNT
0.60m x 2.10m PVC Door with Louvers	set	1	2,200.00	2,200.00
0.70m x 1.50m Fixed Two-way Glass Window in Aluminum Frame	sq.m.	1.05	3,500.00	3,675.00
Cement	bag	1	265.00	265.00
Sub- Total				

Sub- Total 6,140.00
Total (Estimated Direct Cost) 12,821.44
Indirect Cost (as per DO 197 s. 2016) 494.65
TOTAL COST 12,821.44
Unit Cost say 494.65

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

END-USER UNIT : AUXILIARY AND GENERAL SERVICES
Charged to Special Trust Fund Beginning 2025
Repair and Maintenance of Accounting Office at MINSU Main Campus

[illegible]

TOTAL BUDGET:

150,000.00

Prepared by:

Approved:

ENGR. ARVIN P. TOLENTINO
Director for Auxiliary and General Services

JOELENE C. LEXNES
VP for Administration & Finance