

10

## Republic of the Philippines Department of Education hools Division Office of Navotas C

Schools Division Office of Navotas City
WAWA ELEMENTARY SCHOOL

DISBURSEMENT VOUCHER



### Fund Agency | Cluster : | Email | Dv No. : 2023-01-0006 | Date: 01/24/2023

## Mode of Payment Address Office Payee A. Certified: Expenses/Cash Advance necessary, lawful and incur Official Receipt No. & Date/Other Documents Signature E. Receipt of Payment Signature ADA No. : Position Printed Name Date Supporting documents complete and amount claimed proper Payment for the purchase of materials for Semi-Expandable Office Equipment for the month of January 2023 OTHER MAINTENANCE AND OPERATING EXPENSE Cash available Subject to Authority to Debit Account (when applicable) TRICOR CONSUMER GOODS TRADING 1142B M. NAVAL ST., SAN JOSE, NAVOTAS 238414 MDS Check JOHN PATRICK B ROS Due to BIR (1%) Due to BIR (1%) Cash in Bank Har Accountant in 01/24/2023 Particulars Commercial Check Date: 2 FIO Administrative Officer II and incurred under my direct Ø CITY 1300 23 Total 5-02-99-990-99 TIN/ Employee No.: TRICOR CONSUMER GOODS Printed Name ADA Signature Fifteen Thousand One Hundred Ninety Pesos Only Position Date Bank Name & Account Number supervision. TRADING 722-092-216-000 Others (Please specify) Responsibility C 15,500.00 15,500.00 BENJAMIN C. Debit 01/24/2023 Principal I ORS/ BURS No. Organizational Cod Php Php PEREZ 15,190.00 15,190.00 01/24/2023 15,190.00 155.00 155.00 Credit 15,190.00

Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

Prtificate of Creditable 1

|            | 5 | 5 |   | _ |
|------------|---|---|---|---|
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|            |   | 5 |   |   |
| 2307 01/18 |   | 8 |   |   |
| 1/18ENCS   | 5 |   |   |   |
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| 2307  |  | 9                               | Withheld                           | held a                 | Withheld at Source  | Se lax  |   |   |
|---|--|---------------------------------|------------------------------------|------------------------|---|---|---|---|
| œs.   | Mark all appropriate boxes with an "X"   | e boxes with                    | with an "X".                       | (ALALVOGININ)          | 3   | To 0,1 31   | 2,0 2,3                                       | (MM/DD/YYYY)  |
| 2 Taxpayer Identification Number (TIN)  | umber (TIN)  | 7,2                             |                                    | 0,92 -                 | Part I - Payee Information 0,92 - 2,16 -                                | 0,00, 1, 1  |   |   |
| 3 Pavee's Name (Last Name, First Name, Middle N TRICOR CONSUMER GOODS TRADING   | First Name.  | tdle Name f                     | or Individual                      | OR Realisten           | Middle Name for Individual OR Redistered Name for Non-Individual) ADING | on-Individual)  |   |   |
| 4 Registered Address 1142B M. NAVAL ST., SAN JOSE, NAVOTAS CITY   | ST., SAN JOSE, N   | VAVOTAS                         | CITY                               |                        |   |   |   | 4A ZIP Code<br>1, 2 0 0                             |
| 5 Foreign Address, if applicable  | cable  |                                 |                                    |                        |   |   |   |   |
| 6 Taxpayer identification Number (TIN)  | umber (TiN)  | 4                               | 411 - P                            | i <sub>1</sub> 42 -    | 0,82  | 329   |   |   |
| 7 Payor's Name (Last Name, First Name, Middle Name for Individual OR Region DenEd - DIVISION OF CITY SCHOOLS NAVOTAS  | ne, First Name, Mic  | Idle Name for                   | or Individual C                    | OTAS                   | Individual OR Registered Name for Non-Individual) S. NAVOTAS            | on-Individual)  |   |   |
| 8 Registered Address M. Naval St. Sipac - Almacen, Navotas City   | ac - Almacen,  | Navotas                         | City                               |                        |   |   |   | 8A ZIP Code<br>1, 4 8 5                             |
| Income Payments Subject to Expanded Withholding Tax   | t to Expanded  | Part III –<br>ATC               | 1st Month of                       | of the 2n              | ne Payments   | Details of Monthly Income Payments and Taxes Withheld  AMOUNT OF INCOME PAYMENTS  1st Month of the 2nd Month of the 3rd Month of the              | Total   | Tax Withheld for the Quarter                        |
| Payments made by government offices on their purchases of goods   | ent<br>goods   | WI640                           | 15,500.00                          | 8                      |   |   | 15,500.00                                     | 155.00  |
| from local/ resident suppliers  |  |                                 |                                    |                        |   |   |   |   |
|   |  |                                 |                                    |                        |   | 50  | 4   |   |
| of Business Tax (Government & Private)  | ment & Private)  |                                 |                                    |                        |   |   |   |   |
|   |  |                                 |                                    |                        |   |   |   |   |
|   |  |                                 |                                    |                        |   |   |   |   |
| We declare under the penalties of perjury that this certificate has been made in good faith, verified by us, and to the best of our knowledge and bel correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, we to the processing of our information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.  | enalties of perjury to isions of the Nation as contemporation as contemporation. | hat this cert<br>nal Internal I | I<br>ificate has be<br>Revenue Cod | en made in e, as amend | good faith, ver<br>ed, and the re<br>2012 (R.A. No                      | lified by us, and to the begulations issued under augulations issued under augulations issued under augulations is a lot 10173) for legitimate ar | st of our knowledge authority thereof. Furtle | and belief, is true and<br>her, we give our consent |
|   |  |                                 | JC                                 | JOHN PATRICK ACC       | Maght III   | Alio  | •   |   |
| T. A. L. A. |  | ature over F                    | rinted Name                        | of PayorPa             | yor's Authorize   | Signature over Printed Name of Payor Payor's Authorized Representative/Tax Agent (Indicate Title/Designation and TIN)                             | Jent<br>Date of Evaluation                    |   |
| Attorney's Roll No. (if applicable)   |  | 4-541-34                        | 7                                  | CONF                   | CONFORME:   | )    -  | (MM/DD/YYYY)                                  |   |
| Tax Agent Accreditation No  | Sign   | ature over P                    | rinted Name                        | of Payee/Pa            | yee's Authoriz  | Signature over Printed Name of PayerPayee's Authorized Representative/Tax Agent (Indicate/Title/Designation and TIN) Date of Issue Date           | gent  Date of Expiry                          |   |
| Attorney's Roll No. (if applicable) "NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)  | able) Locy is in the BIR we  | bsite (www                      | 10000                              | (WWW.DDWYYY)           | S   |   | (MM/DD/YYYY)                                  | -<br> -<br> -<br> -                                 |

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For BIR BCS/ Use Only Item: BIR Form No.

| 2306<br>January 2018 (ENCS)  | Certificate of Final Tax Withheld at Source  | nal lax  |
|--|--|--|
| Fill in all applicable spaces. Man   | lark all appropriate boxes with an " $X$ ".  From $0_11  0_1  2_10  2_3  (MMDD MYYY)$  | то 0,1 3,1 2,02,3 , ммаахххх   |
| 2 Taxpayer Identification Number (TIN)   | Part I – Income Recipient/Payee Information umber (TIN)  | - 0 <sub>1</sub> 0 0 <sub>1</sub> 1  |
|  | Payee's Name (Last Name, First Name, Middle Name for Individual OR Registered Name for Non-Individual) TRICOR CONSUMER GOODS TRADING   |  |
| 1142B M. NAVAL ST., 9 5 Foreign Address, if applicable   | 1142B M. NAVAL ST., SAN JOSE, NAVOTAS CITY oreign Address. If applicable   | 1, 2 0 0,<br>SA ICR No. (For Alien Payee Only)   |
| 6 Taxpayer Identification Number (TIN)   | Part II – Withholding Agent/Payor Information  when (TIN) $\begin{bmatrix} 411 & -142 & -982 & -329 \end{bmatrix}$   | avor Information   |
| 7 Payor's Name (Last Name DepEd - DIVISIO  | Pavor's Name (Last Name, First Name, Middle Name for Individual OR Registered Name for Non-Individual) DepEd - DIVISION CITY SCHOOLS, NAVOTAS  |  |
| 8 Registered Address M. Naval St. Sipa   | egistered Address  M. Naval St. Sipac - Almacen, Navotas City  | 8A ZIP Code<br>1, 4 8 5  |
| Nature   | Part III - Details of Income Payment and Tax Withheld (Attach additional sheet if necessary) Nature of Income Payment ATC Amount of Payment  | d (Attach additional sheet if necessary)  Tax Withheld   |
| Person exempt from V/<br>Governme  | Person exempt from VAT under SEC. 109 V (Creditable) - WB080 Government Withholding Agent  | 15,500.00 155.00   |
|  |  |  |
| We declare under the percorrect, pursuant to the provisto the processing of our inform                               | Total  To | Total  We declare under the penalties of perjury that this certificate has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, we give our consent to the processing of our information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.   |
|  | JOHN PAIRICK D. ROSARNO Account Int III  | Date Signed (MMDD/YYYY)  |
|  | Signature over Printed Name of Payer/Payor's Au  | thorized Representative/Tax Agent<br>in and TIN)   |
| Tax Agent Accreditation No./ Attorney's Roll No. (if applicable)   | ble) 324-541-347 Date of Issue (MM/DD/YYYY)  | Date of Expiry (MM/DDYYYYY)  |
|  | Much   | Date Signed (MM/DD/7777)   |
|  | Signature over Printed Name of Payee/Payee's Authorized Representative/Tax Agent   | uthorized Representative/Tax Agent an and TIN)   |
| Tax Agent Accreditation No./<br>Attorney's Roll No. (if applicable   | Date of Issue (ווֹאמּנוֹטוֹיִנִייִן) ווֹפּוֹנוּ  | Date of Expiry (MM0D0YYYY)   |
| I declare, under the puinternal Revenue.   | To be accomplished for Value-Added Tax/Percental enalties of perjury, that the information herein stated are report  | To be accomplished for Value-Added Tax/Percentage Tax Withholding (substituted filing) I declare, under the penalties of perjury, that the information herein stated are reported under BIR Form No. 1600 which have been filed with the Bureau of Revenue.  |
|  | Signature over Printed Name of Payor/Payor's Authorized Representative/Tax Agent (Indicate Title/Designation and TIN)  | thorized Representative/⊺ax Agent<br>in and TIN)   |
| Tax Agent Accreditation No./   |  | Date of Expiry   |
| I declare under the per<br>have only one payor from wh<br>Withholding/12% Final VAT V<br>Return/Substituted VAT Retu | I declare under the penalties of perjury that I am qualified under substituted filing of Panave only one payor from whom I earn our income; that, in accordance with RR 14-2003, I he Withholding/12% Final VAT Withholding in lieu of the 3% Percentage Tax/12% VAT in order Return/Substituted VAT Return System prescribed in the aforesaid Regulations; that, this December 1.   | I declare under the penalties of perjury that I am qualified under substituted filing of Percentage Tax/Value-Added Tax Returns (BIR Form 2551Q/2550M/Q), since have only one payor from whom I earn our income; that, in accordance with RR 14-2003, I have availed of the Optional Registration under the 3% Final Percentage Tax Withholding/12% Final VAT Withholding in lieu of the 3% Percentage Tax/12% VAT in order to be entitled to the privileges accorded by the Substituted Percentage Tax Return/Substituted VAT Return System prescribed in the aforesaid Regulations; that, this Declaration is sufficient authority of the withholding agent to withhold 3% Final |
|  | Signature over Printed Name of Payee/Payee's Authorized Representative/Tax Agent   | uthorized Representative/Tax Agent   |
| Tax Agent Accreditation No./ Attorney's Roll No. (if applicable  | o./ Date of Issue (MM/DD/YYYY)   | Date of Expiry   |
| *NOTE: The BIR Data Privac   | *NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)   |  |

# TRICOR CONSUMER GOODS TRADING 1142 B. M. Naval St., San Jose District II Navotas City GLORIA L. VELARDE - Prop. NON-VAT REG. TIN - 722-092-216-000

Sold to: Walla Un Achol Date: Address: half Rolanda Tin: Bus. Name/Style! Wall, Natobs Cigros: SALES INVOICE Qty. Unit Unit Canon 6400 Printer leas 11h DESCRIPTION leac v/1 (2307) TOTAL AMOUNT DUE (1062) Received the aboye goods in good order & condition. — Date: Ch. **Unit Price** 30, 2023 16.381 - 10 00 111/2 10 00 11/2 10 00 15,196.00 15, 190.00 14,000.00 Amount 600,00

0394

Authorized Signature

TO Bkits. (59X2) 001-500

Representation to Print No. AAU0002435652

Birk Authentity to Print No. AAU0002435652

TRIPLE D PRINTING PRESS TIE, 2382-4839/4901-5037

Date Issued: 09-23-2020; Valid uniti: 09-23-2025

TRIPLE D PRINTING PRESS TIE, 2382-4839/4901-5037

Date Issued: 12-12-18

Date Issued:

# INSPECTION AND ACCEPTANCE REPORT

| MMMMM<br>ALMIRA'S. FAJARDO<br>Administrative Officer II | ALMIRA S<br>Administra  | СAROL GRACE G. RICACHO Inspection Officer                               | <u> C</u>         |
|---|-------------------------|---|-------------------|
|   |                         | CAMILLE L. DELA CRUZ Inspection Officer                                 |                   |
| Complete<br>Partial (pls. specify quantity)             | Con<br>Partial (pls. sj | Inspected, verified and found in order as to quantity and specification | Inspected         |
| Date Received: JANUARY 30,2023                          | te Received :           | Date Inspected: JANUARY 30,2023 Da                                      | Date Inspe        |
| ACCEPTANCE  | ACCEI                   | INSPECTION  |                   |
|   |                         |   |                   |
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|   |                         |   |                   |
|   |                         |   |                   |
|   |                         |   |                   |
|   |                         | 7   |                   |
|   | pc                      | Wall Clock,round, 12inches  |                   |
| 1   | unit                    | Canon G4010,Printer,All-in-One  |                   |
| Quantity  | Unit                    | erty No. Description  | Stock/Property No |
| Date: JANUARY 30,2023                                   | Date: JAN               | Responsibility Center Code: 13753013                                    | Responsibil       |
| o.: 0393  | Invoice No.: 0393       | Requisitioning Office/Dept.: Wawa Elementary School                     | Requisitioni      |
| Date: JANUARY 30,2023                                   | Date: JAN               | P.O. No./Date: 2023-01-0003/JANUARY 30,2023                             | P.O. No./Da       |
| IAR No.: 2023-01-0003                                   | IAR No.: 2              | TRICOR CONSUMER GOODS TRADING   | Supplier:         |
| Fund Cluster: 01-Regular Agency Fund                    | Fund Cluster            | Entity Name: WAWA ELEMENTARY SCHOOL                                     | Entity Name       |



# Republic of the Philippines Department of Education National Capital Region Schools Division Office, Navotas City WAWA ELEMENTARY SCHOOL J. B. Santos St., Tangos South, Navotas City

| BURS:                                  | No.:      | ORS/BURS No.: Date of the ORS/BURS: Amount: | Certification: Availability of Funds  MULL  MONIQUE V. ENRIQUEZ  Administrative Assistant III   | ion: Avai MON Admir      | Certificat          |
|--|-----------|---|---|--------------------------|---------------------|
| Date                                   | D         |   |   |                          |                     |
| Principal                              | Phin      |   | 01/30/2023<br>Date  |                          |                     |
| N C. PEREZ                             | BENJAMIN  | BEI   | RENUMBY VELAME ure over Printed Name of Supplier  | nature ove               | Sig                 |
|  | ours,     | Very truly yours                            | Meron   | Conforme:                | Con                 |
| above, a penalty of in the undelivered | osed o    | the time spe<br>shall be imp                | In case of failure to make the full delivery within the time specified above, a penalty of one-tenth $(1/10)$ of one percent for every day of delay shall be imposed on the undelivered | se of failur $(1/10)$ of | In cas<br>one-tenth |
| s Only                                 | d Peso    | Five Hundre                                 | Fifteen Thousand Five Hundred Pesos Only  | (10tal Amount in Words)  | Wo (Total #         |
| 15,500.00                              |           |   |   | TOTAL                    | OI                  |
| 75.2                                   |           |   |   |                          |                     |
| *                                      | t         | ,   |   | +                        |                     |
| 9                                      |           |   |   |                          |                     |
| /                                      |           | /   |   |                          | ,                   |
| 600.00                                 | 600.00    | 1 ′   | Wall Clock,round,12inches   | pc                       |                     |
| 14,900.00                              | 14,900.00 | 1   | Canon G4010,Printer,All-in-<br>One  | unit                     |                     |
| Cost Amount                            | Unit Cost | Quantity                                    | Description   | Unit                     | Property<br>No.     |
|  | :         |   |   |                          | Stock/              |
| CHECK PAYMENT                          | CH 13     | Payment Term :                              | JANUALY 70, 7009  | livery:                  | Date of Delivery:   |
|  | 2         |   | 3)<br>ć   | herein:                  | contained herein:   |
| d conditions                           | rms an    | ect to the te                               | Please furnish this Office the following articles subject to the terms and conditions   | urnish th                | Please fu           |
| ent: <b>SVP</b>                        | curem     | Mode of Procurement:                        | 722-092-216-000   | -                        | TIN:                |
| January 18, 2023                       | Ја        | Date :                                      | 1142B M. NAVAL ST. SAN JOSE<br>NAVOTAS CITY   | 112                      | Address:            |
| 2023-01-0002                           |           | P.O. No. :                                  | TRICOR CONSUMER GOODS TRADING P.O. No. :  | TRICO                    | Supplier :          |
| Appenaix 01                            |           | ©R  | PURCHASE ORDER  |                          |                     |









## Bepartment of Education

Schools Division Office, Navotas City National Capital Region

# WAWA ELEMENTARY SCHOOL

J.B. Santos St., Tangos South, Navotas City

|     | TOTAL 15,500.00 / 15,6 |  |  |   | Wall Clock,round,12inches 600.00 650 | Canon G4010, Printer, All-in-<br>One 14,900.00 14,99 | NOMENCLATURES TRICOR CONSUMER KLD COI GOODS TRADING GOODS 7 | NAME OF BIDDERS /                 | Opening of Bids: Date: January 18, 2 | TO LOWEST BIDDERS / DEALERS / SUPPLIER | CERTIFICATE OF AWARD | ABSTRACT OF PRICE QUOTATIONS AND |
|-----|------------------------|--|--|---|--------------------------------------|--|---|-----------------------------------|--------------------------------------|--|----------------------|----------------------------------|
|     | 0.00 / 15,640.00       |  |  | , | 650.00                               | 0 14,990.00  | JMER KLD CONSUMER JING GOODS TRADING                        | NAME OF BIDDERS AND PRICE OFFERED | January 18, 2023                     | EALERS / SUPPLIER                      | OF AWARD             | QUOTATIONS AND                   |
| 1 1 | 15,670.00              |  |  | , | 680.00                               | / 14,990.00  | ADEG OFFICE AND SCHOOL SUPPLIES GTRADING                    | ICE OFFERED                       |                                      |  |                      |                                  |

reasonable and most advantageous to the government and therefore recommends that the bidders/dealers/suppliers. This Committee after examination and evaluation of the terms and conditiosn and various offers thus submitted fonds and declares the lowest price Base on foregoing Abstract of Price /quotations offered by the above listed contract be awarded to:

# TRICOR CONSUMER GOODS TRADING

Done on this office this 18th day of January, 2023

MICHELLE L. DE LEON

Master Teacher 1/ BAC Chairman

MELANIE/G. ESCALONA

Teacher III/ Member

BENJAMÍN C. PEREZ

Principal

J. B. Santos Street, Tangos So.
 (02) 82823387
 Wawa.es@deped.gov.ph
 https://depednavotas.ph

RIZALYN T. SANTOSIDAD
Teacher III/ Member

MMMMMM ALMIRA S. FAJARDO

Administrative Officer II / BAC Secretariat





11428 M.NAVAL ST. SAN JOSE, NAVOTAS CITY

January 12, 2023

# WAWA ELEMENTARY SCHOOL REQUEST FOR PRICE QUOTATION

|                    | Wall clock, round, 12 inches | Canon G4010, Printer, All-in-One | Item Description |
|--------------------|------------------------------|----------------------------------|------------------|
| TOTAL              |                              | ,                                |                  |
|                    | unit                         | unit                             | Unit             |
|                    | 1                            | 1                                | Qty.             |
|                    | ₱600.00                      | ₱14,900.00                       | Unit Cost        |
| <b>P</b> 15,500.00 | <del>\$</del> 600.00         | <b>\$</b> 14,900.00              | Total Cost       |

Prepared by:

ghelande

GLORIA L. VELARDE

**Proprietress** 

TRICOR CONSUMER GOODS TRADING

Email address: velardegloria010@gmail.com

Contact No: +639277761838

# KLD CONSUMER GOODS TRADING 11-A Katipunan St. Muzon, Malabon City Contact No. 0916-6363-611

-14

# SALES QUOTATION

| CHECK         | MODE OF PAYMENT |                             | NIT            |
|---------------|-----------------|-----------------------------|----------------|
| JAN. 12, 2023 |                 | NAVOTAS CITY                |                |
| CCUC CF NVI   | DATE            | JB SANTOS ST. TANGOS SOUTH, | ADDRESS        |
| 2023-01-04    | SO NUMBER       | WAWA ELEMENTARY SCHOOL      | NAME OF CLIENT |
|               |                 |                             |                |

Sir/Mam:

We would like to give our bid/quotation for the following item/s,

|                 | ly          | esos On | ORDS Fifteen Thousand Six Hundred Forty Pesos Only | WILNO | TOTAL AMOUNT IN WORDS |
|-----------------|-------------|---------|--|-------|-----------------------|
| 15,640.00       | GRAND TOTAL | GR      |  |       |                       |
|                 |             |         |  |       |                       |
| 650.00          | 650.00      | _       | WALL CLOCK, ROUND 12INCHES                         | PCC   | 2                     |
|                 |             |         | CANON G4010  |       |                       |
| 14,990.00       | 14,990.00   |         | PRINTER ALL-IN-ONE                                 | TINU  | _                     |
| TOTAL<br>AMOUNT | UNIT PRICE  | QTY     | ITEM DESCRIPTION                                   | UNIT  | NO                    |

any questions or queries, please feel free to contact us anytime. Quotation above includes free delivery of items to your school for your convenience. If you have

We are hoping for your preferential attention and favorable response regarding this matter.

Thank you very much and more power!

CONFORME:

ALMIRA S. FAJARDO Administrative Officer II

Authorized Representative Signature Over Printed Name

Date Signed

Very truly yours,

MARLON C. DOLFO

Proprietor

Date Signed



## Department of Education Republic of the Philippines

National Capital Region Schools Division Office, Navotas City

# WAWA ELEMENTARY SCHOOL J.B. Santos St., Tangos South, Navotas City

# REQUEST FOR PRICE QUOTATION

## SIR/MADAM:

Purchase Order. We may purchase from your company any or all of the articles if your quotation are reasonable. Please submit your quotation to the Chairman, Procurement Please quote your price article described below for delivery at Wawa Elementary School, J.B. Santos St., Tangos South, Navotas City within the working days after receipt of Committee. Wawa Elementary School.

| Canvasser    | ALMIRA S. FAJARDO   | Marina   | committee on January  | ALL FIXED QUOTATIONS   |  |
|--------------|---------------------|--|-----------------------|--|--|
|              | N                   | Very Truly Yours,  | , 2023 at 11:10 AM/PM | ALL FIXED QUOTATIONS for items given below shall be decided by the procurement |  |
| BAC Chairman | MICHELLE L. DE LEON | A Company of the Comp | Š                     | decided by the procurement   |  |

| _                      | <br> | <br>    |  | <br> |      |                                       |   | ' | ,                          | ١ ٨                |                       |  |
|------------------------|------|---------|--|------|------|---------------------------------------|---|---|----------------------------|--------------------|-----------------------|--|
| W/1                    |      |         |  |      |      |                                       |   |   | 1                          | , 1                | QTY                   |  |
| e herehv               |      |         |  |      |      |                                       | , | / |                            | , unit             | UNIT                  |  |
| <b>TOTAL</b> 15.       |      |         |  |      |      |                                       |   |   | Wall Clock,round, 12inches | Printer All-in-One | ARTICLE & DESCRIPTION |  |
| mir specific           |      |         |  |      | , et | 700                                   |   |   | 680.00                     | 14990.00           | UNIT<br>PRICE         |  |
| TOTAL                  |      | X<br>Mg |  |      |      | i i i i i i i i i i i i i i i i i i i |   |   |                            |                    | DISC.<br>PRICE        |  |
| <b>TOTAL</b> 15,670.00 |      |         |  |      |      |                                       |   |   | 680.00                     | 14,990.00          | TOTAL<br>AMOUNT       |  |

I/We hereby agree to deliver the articles according to your specifications terms and conditions as above stated and at prices stated opposite each items upon receipt of your Letter

|            | NAME OF COMPANY                            |
|------------|--|
| ADEC       | ADEG OFFICE AND SCHOOL SUPPLIES TRADING    |
|            |  |
| Address:   | 9010 A. SANCHEZ ST. TAWIRAN OBANDO BULACAN |
| #NIT       | 359-357-096-000                            |
| C.Person:  | WENDELL DE GUZMAN                          |
| Tel. No.   | 9612707345                                 |
| Signature: | Ale System-                                |











Pat.

## Republic of the Philippines

Mepartment of Education

National Capital Region
Schools Division Office, Navotas City
WAWA ELEMENTARY SCHOOL

J.B. Santos St., Tangos South, Navotas City

|   |   |                          | •                                       |                  |
|---|---|--------------------------|---|------------------|
|   | PURCHASE REQUEST  | EST                      | į                                       | rappenum oo      |
| Entity Name: WAWA ELEMENTARY SCHOOL             |   | Fund Cluster: 01-REGULAR | Fund Cluster:<br>01-REGULAR AGENCY FUND | TUND             |
| Office/Section:                                 | PR No.: 2023-001-0002   |                          | Date:                                   |                  |
| Office  | Responsibility Center Code:   |                          | January                                 | January 10, 2023 |
| Stock/ Property No. Unit                        | Item Description  | Quantity                 | Unit Cost                               | Total Cost       |
| Unit  | Printer,All-in-One  | 1                        | 14,990.00                               | 14,990.00        |
| рс  | Wall clock, round,12inches  | 1                        | 700.00                                  | 700.00           |
|   |   |                          |   |                  |
|   |   |                          |   |                  |
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|   |   | e <sup>P</sup> of        |   |                  |
|   |   |                          |   |                  |
|   |   |                          |   |                  |
| TOTAL   |   |                          |   | 15,690.00        |
| <b>Purpose:</b> Purchase of ma<br>January 2023. | <b>Purpose:</b> Purchase of materials for Semi-expandable Office Supplies (14,990) for the month of January 2023. | Supplies (1              | 4,990) for the                          | e month of       |
| Requested by:                                   | d by:   | Approved by              | ed by:                                  |                  |
| Signature:                                      | Manual  |                          | メス                                      |                  |
| Printed Name :                                  | ALMIRA'S. FAJARDO   | BE                       | BENJAMIN C. PEREZ                       | EREZ             |
| Designation : Administ                          | Administrative Officer II/Designated School Property Custodian  |                          | Principal                               |                  |
|   | Certification: Availability of Allotment  | Allotment                |   |                  |
|   | ALDRIN A. ENGRACIA  |                          |   |                  |
|   | Administrative Officer V (Bu  | ıdget)                   |   |                  |





J. B. Santos Street, Tangos South, Navotas City (02) 82823387 Wawa.es@deped.gov.ph https://depednavotas.ph



# SCHOOL OPERATING BUDGET (SOB) Period Covered: January to December 2023

C. School Projects and Activities on Quality (Innovation)
C.1 Learning Continuity and Recovery Projects

1. Project I.C.A.R.E. (Intensified
Comprehension Aide in
Reading/Rithmetic Exercises)
2. Project L.E.A.P. (Literacy
Enhancement and Advancement
5,000.00 School: WAWA ELEMENTARY SCHOOL Programs)

3. Project ENPROMA (Enhancement Program in Mathematics)

4. Project T.L.C. (Tutor-A-Learning 3. Attendance/Participation to Trainings/Seminars across levels cher Co-Curricular Activities
1. SPG Election/Activity 3. Electrical Suppli 4. LMS/ICT Suppli 3. Project Feng
Other Co-Curricular Activities Instructional Supplies for Teachers/ Video lesson production materials 2. School/Office Supplies and Materials 4. Buwan ng Wika
5. School Science Fair
6. United Nation Month
7. Reading Month
8. English of the second sec IMPORTANT: All budgeted PPAs and their Intensified BSP, GSP, RCY Project H.E.A.R.T. in Learning (Heart, Emphatize, Act, Reflect, Trust) 2. Opening and Semestral Break Inset membership campaign
3. Project Feng Janitorial Supplies
Learner's ID
Medical/Dental Sur English Month
MAPEH Month
curement of Supplies and Materials
Semi-Expandable Office Equipment ALEJANDRO C. ROQUE
Principal Expenditure Items ISABELLE S. SIÉ YAN
Education Program Supervisor
Officer In-Charge School MOOE 500.00 10,000.00 500.00 500.00 1,000.00 1,000.00 40,000.00 5,000.00 30,000.00 25,000.00 35,000.00 5,000.00 5,000.00 5,000.00 5,000.00 1,000.00 2,000.00 DepEd
Downloaded
Fund Government nditure items District: NAVOTAS II
APPROPRIATIONS Funds Available (for MOOE): shall be subject to the SEF 100,000.00 10,000.00 00,000.00 A. ENGRACIA get Officer Canteen Fund 5,000.00 \$00.00 3,000.00 500.00 500.00 500.00 500.00 500.00 500.00 5,000.00 2,000.00 1,000.00 3,000.00 1,000.00 1,000.00 1,000.00 PTCA (Donation) Other Sources 2,000.00 accounting and auditing rules ALEJANDRO G.
Schools Divisio Other sources,
NGO,
sponsorship, etc. 50,000.00 50,000.00 8,000.00 1,000.00 5,000.00 5,000.00 1,000.00 5,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 5,000.00 5,000.00 2,000.00 175,000.0 85,000.0 2,000.0 18,000.0 2,000.0 2,000.0 2,000.0 2,500.0 2,500.0 35,000.0 45,000.0 10,000.0 10,000.0 10,000.0 3,000.0 9,000.0 6,000.0



## Department of Education NATIONAL CAPITAL REGION

NATIONAL CAPITAL REGION SCHOOLS DIVISION OF NAVOTAS CITY

| PAP's  | Total     | Monthly Cash Program |       |     |          |     |     |           |           |      |           |     |     |  |
|--|-----------|----------------------|-------|-----|----------|-----|-----|-----------|-----------|------|-----------|-----|-----|--|
| rars   | Allotment | Jan                  | Feb   | Mar | Apr      | May | Jun | July      | Aug       | Sept | Oct       | Nov | Dec |  |
| Purchase of materials for Buwan ng<br>Wika         | 500.00    |                      |       |     |          |     |     |           | 500.00    |      |           |     |     |  |
| Purchase of materials for Science<br>Fair          | 500.00    |                      |       |     |          |     |     |           |           |      | 500.00    |     |     |  |
| Purchase of materials for United<br>Nation         | 500.00    |                      |       |     |          |     |     |           |           |      | 500.00    |     |     |  |
| Purchase of materials for Reading<br>Month         | 1,000.00  |                      |       |     |          |     |     |           |           |      | 1,000.00  |     |     |  |
| Purchase of materials for English<br>Month         | 1,000.00  |                      |       |     |          |     |     |           |           |      | 1,000.00  |     |     |  |
| Purchase of materials for MAPEH<br>Month           | 1,000.00  |                      |       |     | A second |     |     |           |           |      | 1,000.00  |     |     |  |
| Purchase of Semi-Expandable Office<br>Equipment    | 25,000.00 | 12,500.00            | d. Ki |     | Share .  |     |     |           | 12,500.00 |      |           |     |     |  |
| Purchase of School / Office Supplies and Materials | 35,000.00 | 8,750.00             |       |     | 8,750.00 |     |     | 8,750.00  |           |      | 8,750.00  |     |     |  |
| Purchase of Electrical Supplies                    | 5,000.00  |                      |       |     |          |     |     | 5,000.00  |           |      |           |     |     |  |
|  | 69,500.00 | 21,250.00            | -     | -   | 8,750.00 | -   | -   | 13,750.00 | 13,000.00 | _    | 12,750.00 | -   | -   |  |



- ★ Bagumbayan Elementary School Compound, M. Naval St., Sipac-Almacen, Navotas City
- **(**02) 83555032, (02) 83327985



ISO Certified: 9001:2015



## Department of Education NATIONAL CAPITAL REGION

SCHOOLS DIVISION OF NAVOTAS CITY

|                          |  |                       |   | SCHOOLS DIVISION OF NAVOURS CITY   |                     |                    |                     |          |   |                 |  |   |
|--------------------------|--|-----------------------|---|--|---------------------|--------------------|---------------------|----------|---|-----------------|--|---|
|                          |  | PMO/                  | Mode of                                 | Sched  | ule for Each P      | rocurement A       | ctivity             | Source   | Estimate  | ed Budget (PhP) |  | Remarks   |
| Code (PAP)               | Procurement Program/Project  | End-User              | Procurement                             | Ads/Post of<br>IB/REI  | Sub/Open of<br>Bids | Notice of<br>Award | Contract<br>Signing | of Funds | Total   | MOOE            | со   | (brief description of<br>Program/Project)   |
| 5020201000<br>5020305000 | Attendance / Participation to Trainings / Seminars<br>across level (Food and Transportation Allowance) | Principal<br>Teachers | NP-53.9 - Small<br>Value<br>Procurement |  | Year Rou            | and 2023           |                     | GoP      | 30,000  | 30,000          | 0  | For continuous administrative<br>and supervisory development<br>For teacher training for<br>professional growth |
| 5020399000               | SPG Election/Activity  | Teachers              | Shopping                                |  | May                 | 2023               |                     | GoP      | 500   | 500             | 0  | To provide documents /<br>materials needed  |
| 5020399000               | Teachers' Day  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 10,000  | 10,000          | 0  | To provide documents /<br>materials needed  |
| 5020399000               | Buwan ng Wika  | WES                   | Shopping                                |  | Augus               | t 2023             |                     | GoP      | 500   | 500             | 0  | To provide documents /<br>materials needed  |
| 5020399000               | School Science Fair  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 500   | 500             | 0  | To provide documents /<br>materials needed  |
| 5020399000               | United Nation Month  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 500   | 500             | 0  | To provide documents /<br>materials needed  |
| 5020399000               | Reading Month  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 1,000   | 1,000           | 0  | To provide documents /<br>materials needed  |
| 5020399000               | English Month  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 1,000   | 1,000           | 0  | To provide documents /<br>materials needed  |
| 5020399000               | MAPEH Month  | WES                   | Shopping                                |  | Octobe              | er 2023            |                     | GoP      | 1,000   | 1,000           | 0  | To provide documents /<br>materials needed  |
| 5029998999               | Semi-Expandable Office Equipment   | WES                   | Shopping                                | Mar  | rch,June,Septen     | nber,Dcember 2     | 2023                | GoP      | 25,000  | 25,000          | 0  | To provide documents /<br>materials needed for MAPEH<br>Month   |
| 5020301000               | School / Office Supplies and Materials   | WES                   | NP - Agency to<br>Agency / Shopping     | August 2 October 2 October 2 October 2 October 2 March,June,September 3 January,April, July  |                     | uly,October 20     | 023                 | GoP      | 35,000  | 35,000          | 0  | For better and quality services and maintenance   |
| 5021304002               | Electrical Supplies  | WES                   | Shopping                                |  | July 2023 GoP 5,000 |                    | 5,000               | 0        | For security and upgrading of electrical system |                 |  |   |
| 5020301001               | LMS/ICT Supplies   | WES                   | Shopping                                | ing October 2023  August 2023  October 2023  Ing January, April, July, October 2023  Incy to hopping July 2023 |                     |                    | GoP                 | 10,000   | 10,000  | 0               | To provide documents /<br>materials needed |   |

120,000



 ⊕ Bagumbayan Elementary School Compound, M. Naval St., Sipac-Almacen, **Navotas City** 

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## Department of Education NATIONAL CAPITAL REGION

SCHOOLS DIVISION OF NAVOTAS CITY

| CODE   | GENERAL DESCRIPTION  | QUANTITY | ESTIMATED | Mode of                                 |     |                             |  | SCHE | EDULE/MILESTONE OF ACTIVITIES |  |  |  |      |     |     |     |
|--|--|----------|-----------|---|-----|-----------------------------|--|------|-------------------------------|--|--|--|------|-----|-----|-----|
| CODE   |  | SIZE     | BUDGET    | Procurement                             | Jan | an Feb Mar Apr May Jun July |  |      |                               |  |  |  | Sept | Oct | Nov | Dec |
|  | Attendance / Participation to Trainings / Seminars across<br>level (Food and Transportation Allowance) | 28       | 30,000.00 | NP-53.9 - Small<br>Value<br>Procurement |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | SPG Election/Activity  |          | 500.00    | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | Teachers' Day  | 26       | 10,000.00 | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | Buwan ng Wika  |          | 500.00    | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
|  | School Science Fair  |          | 500.00    | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | United Nation Month  |          | 500.00    | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | Reading Month  |          | 1,000.00  | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| The state of the s | English Month  |          | 1,000.00  | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5020399000   | MAPEH Month  |          | 1,000.00  | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
|  | Semi-Expandable Office Equipment   | F        | 25,000.00 | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
|  | School / Office Supplies and Materials   |          | 35,000.00 | NP - Agency to                          |     |                             |  |      |                               |  |  |  |      |     |     |     |
| 5021304002   | Electrical Supplies  |          | 5,000.00  | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |
| Name and Address of the Owner, where the Owner, which is the Owner, which  | LMS/ICT Supplies   |          | 10,000.00 | Shopping                                |     |                             |  |      |                               |  |  |  |      |     |     |     |

120,000.00



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