



**REPUBLIC OF THE PHILIPPINES**  
**Senate**

**MEMORANDUM**

**FOR** : **DIR. MARIO ANTONIO R. SULIT**  
DIR III, EDP-MIS (Systems Group)

**FROM** : **PROPERTY & PROCUREMENT SERVICE**

**SUBJECT** : **REQUEST TO POST APPROVED PURCHASE / JOB ORDERS**  
**ON THE SENATE WEBSITE**

**DATE** : **7 JANUARY 2025**

In compliance with Republic Act No. 9184 or the Government Procurement Reform Act, we are respectfully requesting your good office to post the following approved Purchase / Job Orders to the Senate website with the details below:

NO.	NAME OF SUPPLIER	PURCHASE / JOB ORDER	NUMBER	AMOUNT
1	METOS OFFSHORE, INC.	PO	24-12-331	71,363.00
2	BOSTON BUILDER'S CENTER	PO	24-12-339	182,100.00

Thank you.

*mg*  
  
**ATTY. NORMA G. DOMAOAL-GULFAN**  
Service Chief  
*SN*

Noted by:

**DIR. JOCELYN A. YUZON**  
Executive Director, AFS  
*by*

/m. Cunanan

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
Entity Name

Supplier :	<b>METOS OFFSHORE, INC.</b>	P.O. No. :	<b>PO-24-12-331</b>
Address : 2F, Room 9, Casa Azzuri, Velez Street, Cagayan de Oro City 9000		Date :	10-December-2024
Tel No. :	09173294020 / 09778079214	Mode of Procurement:	SHOPPING
TIN :	427-760-698	Reference P.R. No. :	<b>PR-24-10-820</b> OS-DELA ROSA
Attention : NIELJAN DAVE SUSTITUIDO		AB No. :	<b>AB-24-10-116</b>
Gentlemen : Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.			
Please furnish this office the following articles subject to the terms and conditions contained herein:			

Place of Delivery :	Rm. 401 Property and Procurement Service SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY	Delivery Term :	30 days
Date of Delivery :		Payment Term :	Government Terms
		Warranty :	1 year against factory defect

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	<b>LENS, for DSLR Camera</b> <i>Specifications per PR:</i> LENS, for DSLR Camera Specification: - FE 16-35mm f/4 ZA OSS Lens - E-Mount Lens/Full-Frame Format - Aperture Range: f/4 to f/22 - One AA Element; Four Aspherical Elements, Three Extra-Low Dispersion Elements - ZEISS T* Anti-Reflective Coating - Linear Autofocus Motor - Internal Focus - Optical SteadyShot Image Stabilization - Dust and Moisture-Resistant Construction - Rounded 7-Blade Diaphragm - One (1) year warranty Offer: SONY Vario-Tessar T* FE 16-35mm f/4 ZA OSS Lens	1	71,363.00	71,363.00

Senate of the Philippines  
Legislative Accounting Service  
**RECEIVED**  
Date: 12/19/2024  
By: [Signature] Time: 3:40 PM

**RECEIVED**

By: [Signature] Time: 5:14  
Property and Procurement Service

Page 1 of 1 **Grand Total: P71,363.00**

(Total amount in words) **Seventy-One Thousand Three Hundred Sixty-Three Pesos Only**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: \_\_\_\_\_ Very truly yours: **MS. MARIANNE KRISTEL C. DELA ROSA - ESTOESTA**  
 Signature over Printed Name of Supplier **CHIEF OF STAFF**  
 Date: [Signature]

Fund Cluster:		ORS/BURS No. :	30-2014-12-10734
Funds Available:	<b>JUDITH C. JEBULAN</b> Director III, Legislative Accounting Service	Date of the ORS/BURS:	12/17
Signature over Printer Name of Chief Accountant		Amount :	71,363.00

**NOTE:** The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: **NOTE: PO TYPEWRITTEN BY PPS PER APPROVED ABSTRACT OF BIDS NO. (AB-24-10-116) OPENED ON 11/19/2024 AND PER BAC ADVISORY RE AWARD DTD 12/3/2024**

rgonkales  
12/10/2024 10:32:16AM

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
 Entity Name

Supplier :	<b>BOSTON BUILDER'S CENTER</b>	P.O. No. :	<b>PO-24-12-339</b>
Address :	123-C 15TH AVENUE BARANGAY SOCORRO, QUEZON CITY	Date :	10-December-2024
Tel No. :	8926-2191 / 440-1092	Mode of Procurement:	
TIN :	104-007-601-000	Reference P.R. No. :	<b>PR-24-09-768</b> OSAA-SSS
		AB No. :	

Attention : JEFFERSON L. LOO  
 Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

Gentlemen : Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery :	Rm. 401 Property and Procurement Service SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY	Delivery Term :	<b>30-DAYS</b>
Date of Delivery :		Payment Term :	Government Terms
		Warranty :	-

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	LOT	<b>Supply of materials for the replacement of floor vinyl tiles at the Security Support Service (SSS), OSAA.</b> NOTE: Please see attached Scope of Work. Offer: 2mm thick x 6" W x 36" L Vinyl Planks Offer : APO Vinyl Tile Adhesive Offer: Powerbond ----- Nothing Follows -----	1	182,100.00	182,100.00

**RECEIVED**  
 DEC 19 2024  
 By: MZ Time: 6:56 pm  
 Property and Procurement Services

**RECEIVED**  
 SENATE OF THE PHILIPPINES  
 BY: [Signature]  
 DATE: 12/19/24  
 OFFICE OF THE DEPUTY SECRETARY FOR ADMINISTRATIVE SERVICES

700-2024-12-10816  
 12/19/24  
 182,100.00  
**RECEIVED**  
 SENATE OF THE PHILIPPINES  
 DEC 19 2024  
 [Signature]

Senate of the Philippines  
 Legislative Accounting Service  
**RECEIVED**  
 Date: 12/19/24  
 By: [Signature] Time: 8:10 AM

Page 1 of 1 **Grand Total: P182,100.00**

(Total amount in words) One Hundred Eighty-Two Thousand One Hundred Pesos Only

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: \_\_\_\_\_ Very truly yours: [Signature] 19 Dec 2024

Signature over Printed Name of Supplier: \_\_\_\_\_ **ATTY. ARNEL JOSE S. BAÑAS**  
 DEPUTY SECRETARY, ADMINISTRATIVE AND FINANCIAL SERVICES

Fund Cluster: \_\_\_\_\_  
 Funds Available: JUDITH C. JEBULAN  
 Director III, Legislative Accounting Service  
 Signature over Printed Name of Chief Accountant: \_\_\_\_\_

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_

NOTE: The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: NOTE: PO TYPEWRITTEN BY PPS PER APPROVED ABSTRACT OF BIDS NO. () OPENED ON () AND PER BAC ADVISORY RE AWARD DTD ()  
 [Signature]  
 12/10/2024 / 3:23:02PM

224-9

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