PURCHASE ORDER

Philippine Ports Authority

Run Date: 17-JUN-2025 10:47:09
Run By: ARALARRT

Supplier: HBC ENTERPRISES
Address: LEVEL 2 ROBINSON NORTH BRGY. 91, ABUCAY
TIN: 930-070-751-00000
PO Type: STANDARD

PO No.: M303-002712-25
PO Date: 17-JUN-25
PR No.: M303-4664-25
PR Date: 24-APR-25

Mode of Procurement:

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

Place of Delivery: Office of the Port Manager_TAC
Delivery Term: twenty five calendar days

Date of Delivery: twenty five calendar days
Payment Term: Immediate

Item No.	Unit	Description	Quantity	Unit Cost	Amount
COS-ASD1402	PC	Mouse Pad w/ wrist rests	50.00	236.6071	11,830.36
COS-ASD1398	PC	Printer Ribbon Epson LQ-310	50.00	174.1071	8,705.36
NPS-PPA924	BOX	UTP Cable/Ethernet Cable CAT 6	2.00	2,763.3929	5,526.79
COS-ASD1259	PC	USB Flash Drive 64gb	20.00	200.8929	4,017.86
COS-ASD1311	PC	Computer Keyboard	10.00	370.5357	3,705.36
OOS-ASD3253	BOT	Printer Ink BT5000 Cyan	50.00	218.7500	10,937.50
OOS-ASD3253	BOT	Printer Ink BTD60/BT6000 Black	60.00	218.7500	13,125.00
OOS-ASD3253	BOT	Printer Ink BT5000 Magenta	50.00	218.7500	10,937.50
OOS-ASD3253	BOT	Printer Ink BT5000 Yellow	50.00	218.7500	10,937.50
OOS-ASD3253	BOT	Printer Ink Epson 664 Black	60.00	200.8929	12,053.57
OOS-ASD3253	BOT	Printer Ink Epson 664 Yellow	50.00	200.8929	10,044.64
OOS-ASD3253	BOT	Printer Ink Epson 664 Magenta	50.00	200.8929	10,044.64
OOS-ASD3253	BOT	Printer Ink Epson 664 Cyan	50.00	200.8929	10,044.64
OOS-ASD3253	BOT	Printer Ink Epson 003 Black	60.00	200.8929	12,053.57
OOS-ASD3253	BOT	Printer Ink Epson 003 Yellow	50.00	200.8929	10,044.64
OOS-ASD3253	BOT	Printer Ink Epson 003 Magenta	50.00	200.8929	10,044.64
OOS-ASD3253	BOT	Printer Ink Epson 003 Cyan	50.00	334.8214	16,741.07
COS-ASD1402	PC	Mouse USB	20.00	218.7500	4,375.00
INPUT VAT 12					21,020.36
Total: One Hundred Ninety-Six Thousand One Hundred Ninety Pesos					196,190.00

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.

It is understood that this Purchase Order will be served in Accordance with applicable laws, rules and regulations.

Recommending Approval:

CORAZON T. GO
Administrative Division Manager

Approved:

DIANE STEFFI T. GUILLAMON
Acting Port Manager

Conforme:

HAYDEE D. CAHUDIT
Signature Over Printed Name of Supplier

06-27-2025
Date

2025090741

OFFICE OF THE AUDITOR
PHILIPPINE PORTS AUTHORITY
PMO LU/S (LAOAG)
RECEIVED
DATE: 9/5/25
TIME: 1:14 pm
BY:

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Funds Available:

VIRGINIA C. PUYAT
Acting Finance Division Manager
6/4/2025

2025090741

PHILIPPINE PORTS AUTHORITY
PMO - Eastern Leyte/Samar
Port Area, Tacloban City
Tel. No. (053) 832-3962

Bids and Awards Committee - Procurement of Goods and Consultancy Services and Engineering Projects (BAC-PGCS/EP)

ABSTRACT OF QUOTATIONS

Purchase Request No. : TAC-4664-25
Purchase Request Date : April 24, 2025
Title/Project : Office Supplies
End User : Admin., PPA PMO-Eastern Leyte/Samar
Approved Budget for the Contract: 312,780.00

Date : May 14, 2025
Time : 2:00 pm

					NAME OF BIDDERS									
					HBC ENTERPRISES		BEST CHOICE ENTERPRISE		ELECTROCOMPUTER DATA SYSTEM		SHLJ OFFICE AND SCHOOL SUPPLIES TRADING		ACCESS OFFICE SYSTEM	
Item No.	PARTICULARS	QTY.	UNIT	PRICE	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Printer Ribbon Epson LQ-310	50	pc	12,500.00	195.00	9,750.00	200.00	10,000.00	232.00	11,600.00	233.95	11,697.50	250.00	
2	USB Flash Drive 64gb	20	pc	7,000.00	225.00	4,500.00	330.00	6,600.00	339.00	6,780.00	410.05	8,201.00	350.00	
3	Printer Ink Epson 003 Magenta	50	bot	19,000.00	225.00	11,250.00	230.00	11,500.00	319.00	15,950.00	334.69	16,734.50	380.00	
4	Printer Ink Epson 003 Yellow	50	bot	19,000.00	225.00	11,250.00	230.00	11,500.00	319.00	15,950.00	334.69	16,734.50	380.00	
5	Printer Ink Epson 003 Black	60	bot	22,200.00	225.00	13,500.00	230.00	13,800.00	319.00	19,140.00	329.95	19,797.00	370.00	
6	Printer Ink Epson 664 Cyan	50	bot	19,000.00	225.00	11,250.00	230.00	11,500.00	294.00	14,700.00	334.69	16,734.50	380.00	
7	Printer Ink Epson 664 Magenta	50	bot	19,000.00	225.00	11,250.00	230.00	11,500.00	294.00	14,700.00	334.69	16,734.50	380.00	
8	Printer Ink Epson 664 Yellow	50	bot	19,000.00	225.00	11,250.00	230.00	11,500.00	294.00	14,700.00	334.69	16,734.50	380.00	
9	Printer Ink Epson 664 Black	60	bot	22,200.00	225.00	13,500.00	230.00	13,800.00	294.00	17,640.00	329.95	19,797.00	370.00	
10	Printer Ink BT5000 Yellow	50	bot	25,000.00	245.00	12,250.00	250.00	12,500.00	449.00	22,450.00	468.95	23,447.50	500.00	
11	Printer Ink BT5000 Magenta	50	bot	25,000.00	245.00	12,250.00	250.00	12,500.00	449.00	22,450.00	468.95	23,447.50	500.00	
12	Printer Ink BT5000 Cyan	50	bot	25,000.00	245.00	12,250.00	250.00	12,500.00	449.00	22,450.00	468.95	23,447.50	500.00	
13	Printer Ink BTD60 Black	60	bot	30,000.00	245.00	14,700.00	250.00	15,000.00	449.00	26,940.00	468.95	28,137.00	500.00	
14	UTP Cable/Ethernet Cable CAT 6	2	box	6,380.00	3,095.00	6,190.00	3,100.00	6,200.00	3,149.00	6,298.00	8,270.50	16,541.00	3,190.00	
15	Computer Keyboard	10	pc	4,500.00	415.00	4,150.00	420.00	4,200.00	438.00	4,380.00	439.72	4,397.20	450.00	
16	Mouse Pad w/ wrist rests	50	pc	14,000.00	265.00	13,250.00	270.00	13,500.00	188.00	9,400.00	189.95	9,497.50	280.00	
17	Mouse USB	20	pc	50,000.00	245.00	4,900.00	250.00	5,000.00	237.00	4,740.00	238.95	4,779.00	250.00	
18	Printer Ink Epson 003 Cyan	50	bot	19,000.00	375.00	18,750.00	380.00	19,000.00	319.00	15,950.00	334.69	16,734.50	380.00	
AMOUNT AWARDED						**196,190.00**		**202,100.00**		**266,218.00**		**293,593.70**		**-**
Documentary Requirements:														
• Mayor's Business Permit					Document on file - 12/31/25		Document on file - 12/31/25		Document on file - 12/31/25		Document on file - 12/31/25		Document on file - 12/31/25	
• PhilGEPS Certificate of Registration					Document on file - 02/04/26		Document on file - 11/14/25		Document on file - 08/27/25		Document on file -RED-		Document on file - 05/06/25	
REMARKS					**PASSED**		**PASSED**		**PASSED**		**PASSED**		**FAILED**	

Prepared by:

JENNYLYN B. SEJALVO
BAC-PGCS TWG HEAD

ANN THERESSE V. MARCOS
BAC-PGCS TWG Member

2025090741

CHRISTIAN C. JIMENEZ
BAC-PGCS TWG Member

ACTION OF THE BIDS AND AWARDS COMMITTEE:

Recommending award to **HBC ENTERPRISES** for having the LOWEST calculated and responsive quotation.

PHILIPPINE PORTS AUTHORITY
PMO - Eastern Leyte/Samar
Port Area, Tacloban City
Tel. No. (053) 832-3962

Bids and Awards Committee - Procurement of Goods and Consultancy Services and Engineering Projects (BAC-PGCS/EP)

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Date : May 14, 2025
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GLENN S. LAGUNAY
BAC Chairperson

JENNELYN S. SIOSANA
BAC Vice-Chairperson

HILDA F. NAVARRO
BAC Member

HOMER M. HOMERES
BAC Provisional Member

ERLINDA L. ENTROLIZO
End-User Representative

Approved by:

KAHLIL L. LAMIGO
Acting Port Manager

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