



NOTICE OF AWARD

DEC 15 2025

JOJIE R VELINA
Sole Proprietor
Mostaco Marketing
68A Lalaine Bennet St.
BF Resort Village, Las Piñas City

Dear **Ms Velina**:

We are happy to notify you that items listed in Annex "A" hereof, for the project, entitled: **"SUPPLY/DELIVERY OF VARIOUS ORDINARY OR REGULAR OFFICE SUPPLIES, MACHINERY AND EQUIPMENT NOT AVAILABLE IN THE DBM-PS FOR USE OF PMO BATANGAS AND COA"** is awarded to **MOSTACO MARKETING** in the amount of **TWO HUNDRED SIXTY SEVEN THOUSAND SEVEN HUNDRED THIRTY EIGHT PESOS (PHP 267,738.00) PHILIPPINE CURRENCY** inclusive of 12% VAT.

You are hereby required enter into contract/purchase order with Philippine Ports Authority within ten (10) days from receipt hereof.

Please sign on the "Conforme" hereof and **return to us copy of the same within three (3) calendar days.**

Failure to comply with the above instructions shall constitute sufficient ground for the cancellation of this award.

Very truly yours,


AURORA A MENDOZA
Port Manager

Conforme:

JOJIE R VELINA
Mostaco Marketing
Date: _____

ANNEX "A"

Project Title:

SUPPLY/DELIVERY OF VARIOUS ORDINARY OR
REGULAR OFFICE SUPPLIES, MACHINERY AND
EQUIPMENT NOT AVAILABLE IN THE DBM-PS FOR
USE OF PMO BATANGAS AND COA



Reference No:

BAC-BGS-004B-D-2025 BAC-BGS-009C-C-2025

Delivery Site:

PPA Administration Building, Port Access Road, Calicanto, Batangas City

Supplier:

MOSTACO MARKETING

Contract Amount:

PHP 267,738.00

Item No.	Qty.	Unit	Items Description/Specification	MOSTACO MARKETING	
				Unit Cost	Amount
1	15	pc	Arch Lever File (Legal), H-35 cm; W-28.5 cm; Thickness -5.5 cm (Horizontal) - BLUE	93.00	1,395.00
2	15	box	Ballpen, Black, retractable (12 pcs per box)	58.00	870.00
3	4	box	Ballpen, Blue, retractable (12 pcs per box)	58.00	232.00
4	12	pack	Battery, AA, 2 pcs. per blister pack	34.00	408.00
5	12	pack	Battery, AAA, 2 pcs. per blister pack	50.00	600.00
6	165	pc	Box, Peerless (Original) 24"x15"x11"	102.00	16,830.00
7	14	box	Clip, Backfold, 15 mm 12 pieces per box	14.00	196.00
8	24	box	Clip, Backfold, 19 mm (3/4") 12 pieces per box	14.00	336.00
9	24	box	Clip, Backfold, 32 mm (1 1/4") 12 pieces per box	26.00	624.00
11	20	box	Continuous Form 2 ply, 280x241 mm, 1000 sets per box, Carbonless	1,275.00	25,500.00
13	62	pc	Correction Tape	18.00	1,116.00
15	2	cart	Drum 2355 for Printer Brother DCP L2540DW (Original)	2,730.00	5,460.00
16	3	pack	Envelope, documentary, legal size, 100 pcs per pack	172.00	516.00
17	2	pack	Envelope, documentary, A4 size, 100 pcs per pack	168.00	336.00
18	12	pcs	Eraser, Mars plastic 526 50 size: 65x23x13 mm	69.00	828.00
19	50	box	Fastener, Plastic 70 mm between prongs, 50 sets per box	29.00	1,450.00
20	50	box	Fastener, Metal 70 mm between prongs, 50 sets per box	42.00	2,100.00
21	18	box	Fastener Plastic long 50 sets per box	120.00	2,160.00
22	1	pack	Folder, Tagboard for A4 size documents, 100 pcs /pack	480.00	480.00
23	20	bottle	Glue, 130g. Multi purpose glue	48.00	960.00
25	3	cart	HP LASERJET Pro 17A (Original)	3,195.00	9,585.00
28	10	cart	Ink Cartridge, Brother MFC-J3930DW, LC3619XL (Black) (Original)	1,795.00	17,950.00
29	8	cart	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-C (Cyan) (Original)	1,295.00	10,360.00
30	8	cart	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-M (Magenta) (Original)	1,295.00	10,360.00
31	8	cart	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-Y (Yellow) (Original)	1,295.00	10,360.00
32	4	cart	Ink Cartridge, Brother MFC-J3940DW, LC462 (Black) (Original)	695.00	2,780.00
33	4	cart	Ink Cartridge, Brother MFC-J3940DW, LC462 (Cyan) (Original)	595.00	2,380.00
34	4	cart	Ink Cartridge, Brother MFC-J3940DW, LC462 (Magenta) (Original)	595.00	2,380.00

35	4	cart	Ink Cartridge, Brother MFC-J3940DW, LC462 (Yellow) (Original)	595.00	2,380.00
36	2	cart	Ink Cartridge, HP 680 Black (Original)	580.00	1,160.00
37	2	cart	Ink Cartridge, HP 680 (Colored) (Original)	580.00	1,160.00
39	32	cart	Ink, Epson 003 (Black) (Original)	240.00	7,680.00
40	20	cart	Ink, Epson 003 (Cyan) (Original)	240.00	4,800.00
41	20	cart	Ink, Epson 003 (Magenta) (Original)	240.00	4,800.00
42	20	cart	Ink, Epson 003 (Yellow) (Original)	240.00	4,800.00
43	4	cart	Ink, Epson 664 (Black) (Original)	240.00	960.00
44	4	cart	Ink, Epson 664 (Cyan) (Original)	240.00	960.00
45	4	cart	Ink, Epson 664 (Yellow) (Original)	240.00	960.00
46	4	cart	Ink, Epson 664 (Magenta) (Original)	240.00	960.00
47	10	set	Marker Fluorescent, 3 colors per set (Orange, Green, Yellow)	36.00	360.00
48	25	pad	Note Pad Stick On 3 x 3, 100 sheets per pad	18.00	450.00
49	30	box	Paper Clip, 33 mm, 100 pieces per box or 52 grams	9.00	270.00
50	30	box	Paper Clip, 50 mm, 100 pieces per box or 120 grams	20.00	600.00
51	30	box	Paper Clip, Metal Big 50 mm, 100 pcs per box	22.00	660.00
52	13	pack	Paper, Specialty Board Color: White, Size: 8 1/2 x 13, 220 GSM (10 pcs per pack)	28.00	364.00
53	50	pack	Paper, Specialty Texture Laid, Ultra White, 90 GSM, A4 (210 mm x 297 mm (10 pcs per pack)	52.00	2,600.00
54	75	ream	Paper Multi Purpose 70 GSM size 216mm x330mm (Legal) (500 sheets)	194.00	14,550.00
55	75	ream	Paper Multi Purpose 70 GSM size 210mm x297mm (A4) (500 sheets)	170.00	12,750.00
57	20	roll	Plastic Twine (approximately 1 kg)	65.00	1,300.00
58	2	pack	Push Pins 100 pcs per pack	26.00	52.00
59	1	pack	PVC Binding Film, Legal size (217x33xmm), 100 sheets	480.00	480.00
60	10	pc	Columnar Notebook 8 columns 50 sheets	39.00	390.00
61	10	pc	Columnar Notebook 10 columns 50 sheets	39.00	390.00
62	50	cart	Ribbon Cartridge, for Epson LX-310 (Original)	130.00	6,500.00
63	50	cart	Ribbon Cartridge, for Epson LQ-310 (Original)	175.00	8,750.00
64	30	box	Rubber Band, Small # 16, 350 grams	132.00	3,960.00
65	20	box	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip (12 pcs per box)	260.00	5,200.00
66	12	box	Sign Pen, Black, liquid/gel ink, 0.7mm needle tip (12 pcs per box)	260.00	3,120.00
67	12	box	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip (12 pcs per box)	260.00	3,120.00
68	4	box	Sign Pen, Blue, liquid/gel ink, 0.7mm needle tip (12 pcs per box)	260.00	1,040.00
69	40	bottle	Stamp Pad Ink (Purple), 60 ml	24.00	960.00
70	20	roll	Tape, Double Sided , 1/2 inch x 25 yards, transparent	30.00	600.00
72	36	roll	Tape, Transparent, Width: 24mm, Usable Length: 50 meters	14.00	504.00
73	30	roll	Tape, Transparent, Width: 48mm, Usable Length: 50 meters	22.00	660.00
76	4	cart	Toner Cartridge, Pantum P2500W-(PC-210) (Original)	3,874.00	15,496.00
78	4	cart	Toner Cartridge TN 2360 (for Brother HL-L2375DW) (Original)	1,720.00	6,880.00
83	3	pc	Folder Short Morroco, Green Sliding Paper	8.00	24.00
84	26	unit	Stapler Heavy Duty with Staple Wire Remover	474.00	12,324.00
85	2	unit	Dater Stamp (Letter height 4mm)	36.00	72.00
86	1	unit	Whiteboard (L: 4ft x W: 6ft)	3,180.00	3,180.00
87	1	unit	Corkboard (L: 4ft x 2ft)	960.00	960.00
TOTAL CONTRACT AMOUNT (in Php)					267,738.00