



PAMBANSANG MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES

### NOTICE OF AWARD

**LUNETTE M. NOTARTE**

Sole Proprietor  
Goodlinks Staffers,  
General Merchandise &  
Maintenance Services

Dear Ms. Notarte,

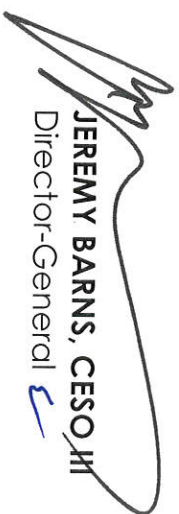
The National Museum of the Philippines is pleased to inform you that the Project, **SUPPLY AND DELIVERY OF FIELDWORK MATERIALS FOR THE PROTECTION AND CONSERVATION OF THE HERBARIUM SPECIMENS**, is awarded to **GOODLINKS STAFFERS, GENERAL MERCHANDISE & MAINTENANCE SERVICES**, with a contract amount of **Two Hundred Seven Thousand Five Hundred Pesos (PHP 207,500.00)**.

You are therefore required to submit your confirmation of acceptance within three (3) working days from receipt of this Notice.

Failure to provide the above-mentioned confirmation of acceptance shall constitute a sufficient ground for cancellation of this award.

Done this 19 day AUGUST, 2021

Thank you.

  
**JEREMY BARNS, CESOLJI**  
Director-General

Confirme:



**LUNETTE M. NOTARTE**

Sole Proprietor  
Goodlinks Staffers,  
General Merchandise &  
Maintenance Services

Date: Aug. 19, 2021

**Bids and Awards Committee (Secretariat)**

**Project** : SUPPLY AND DELIVERY OF FIELDWORK FOR THE  
FIELDWORK MATERIALS FOR THE PROTECTION  
AND CONSERVATION OF THE HERBARIUM  
SPECIMENS

**Project Location** : Central National Museum Buildings  
**Approved Budget for the Contract (ABC)** : Php 208,000.00  
**Abstract No.** : A0Q-2021-

**ABSTRACT OF QUOTATION**


ELIGIBILITY DOCUMENTS		GOODLINKS STAFFERS, GENERAL MERCHANDISE & MAINTENANCE SERVICES
1	PhilGEPS Certificate of Registration Number	COMPLIED
2	DTI Certification of SEC Registration Certificate	COMPLIED
3	Mayor's/Business Permit	COMPLIED
4	Income tax Return (Latest)	COMPLIED
5	Revised Omnibus Sworn Statement	COMPLIED
6	Total Bid (Php)	207,500.00
<b>REMARKS</b>		<b>PASSED ( SINGLE CALCULATED BID )</b>

Done this 6th day of August, 2021.

Prepared by:

  
**AMELITA D. ALHAMBRA**  
BAC Secretariat

Approved by:

  
**EDWIN J. DELA ROSA**  
Head, BAC Secretariat

# PURCHASE ORDER

NATIONAL MUSEUM OF THE PHILIPPINES

Entity Name

Supplier : **Goodlinks Staffers, General Merchandise and Maintenance Services**

Address : **12 J. Legaspi Towers 300 #2600 Roxas Boulevard**

Malate Manila

T.I.N. : **200-325-731-000**

P.O. No. : **2021-08-013-BAC**

Date : **August 23, 2021**

Mode of Procurement : **Small Value**

Gentlemen


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

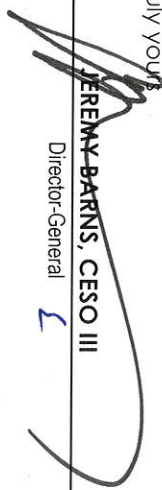
Place of Delivery : <u>Supply Management Section</u>	Delivery Term : <u>Free Delivery</u>
Delivery Period : <u>Twenty (20) Working Days upon the receipt of this Purchase Order</u>	Payment Term : <u>Charge</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>SUPPLY AND DELIVERY OF FIELDWORK MATERIALS FOR THE PROTECTION AND CONSERVATION OF THE HERBARIUM SPECIMENS</b>			
		<b>BRISTOL BOARD (MOUNTING SHEET)</b>			
	pack	Specs: - Acid-free - 11.5x16.5 inches (special cut) - 250-360 gsm - Color: White	150	1,000.00	150,000.00
	pair	Gloves, Pure cotton, knitted Specs: - Anti-abrasion - Anti-slip - Sweat-absorbent and ventilated - No fatigue after long-time wearing - Wash and dry - Color: Off White - Size: Large	40	100.00	4,000.00
	box	Surgical Gloves Specs: - Powder-free (Chlorinated/Polymer coated) - Thickness: ±10 mils - Texture/grip: Micro rough textured - Size: Large - Color: White	20	250.00	5,000.00
			subtotal		P159,000.00

Total Amount in Words) **ONE HUNDRED NINETY-SIX THOUSAND THREE HUNDRED EIGHTY-THREE PESOS AND 93/100**

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 over printed name of Suppliers: LUCKETTE M. NOTANTE Director-General CE

Date: Sept 22, 2021

Funds Cluster : \_\_\_\_\_

Funds Available : ₱207,500.00

Accountant IV: ALVIN CARL C. FORTES

ORs/BURS No. : 02101191185498800928

Date of ORs/BURS No. : Aug 25 2021

Amount : ₱207,500.00

# PURCHASE ORDER

NATIONAL MUSEUM OF THE PHILIPPINES

Entity Name

**Supplier : Goodlinks Staffers, General Merchandise and Maintenance Services**

**P.O. No. : 2021-08-013-BAC**

Address : 12 J. Legaspi Towers 300 #2600 Roxas Boulevard  
Melode Manila

Date : August 23, 2021

T.I.N. : 200-325-731-000

Mode of Procurement : Small Value

Gentlemen

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

Place of Delivery : <u>Supply Management Section</u>	Delivery Term : <u>Free Delivery</u>
Delivery Period : <u>Twenty (20) Working Days upon the receipt of this Purchase Order</u>	Payment Term : <u>Charge</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		subtotal carried forward			159,000.00
	piece	BRUSH, Long handle flat cleaning brush Specs: - Size: 2 inch - Material: PVC handle - Hair Length: 63 mm	10	750.00	7,500.00
	piece	Cotton Shoe cover (foot rags) Specs: - 61 cm x 51 cm x 1.3 cm - thick, soft cotton fabric	30	50.00	1,500.00
	roll	Paper Tape Specs: - 1" width - Size: 25mm x 100m - Materials: kraft paper and rubber adhesive - Solvent-free, Plastic-free - Glossy type - Self-adhesive	20	250.00	5,000.00
	roll	Floral Tape Specs: - 1/2" - 30 yards long - Self-adhesive. Easy to release adhesion by stretching the tape - Stretchable. Easy to stretch to wrap flower stems	20	200.00	4,000.00
			subtotal		P177,000.00

Total Amount in Words

ONE HUNDRED NINETY-SIX THOUSAND THREE HUNDRED EIGHTY-THREE PESOS AND 93/100

Page 2 of 3

PR: 2021-06-0210  
Reg: J. F. Pascual

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]*  
Signature over printed name of Suppliers  
Sept 22, 2021  
Date

**JEREMY BARNS, CESO III**  
Director-General

Funds Cluster : 01  
Funds Available : \$207,500.00

ORS/BURS No. : 02161101201108009120  
Date of ORS/BURS No. : Aug 25 2021  
Amount : \$207,500.00

ALVIN CARL C. FORTES  
Accountant IV

# PURCHASE ORDER

NATIONAL MUSEUM OF THE PHILIPPINES

Entity Name

**Supplier : Goodlinks Staffers, General Merchandise and Maintenance Services**

Address : 12 J. Legaspi Towers 300 #2600 Roxas Boulevard  
Malate Manila

T.I.N. : 200-325-731-000

P.O. No. : **2021-08-013-BAC**

Date : August 23, 2021

Mode of Procurement : Small Value

Gentlemen

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

Place of Delivery : <u>Supply Management Section</u>	Delivery Term : <u>Free Delivery</u>
Delivery Period : <u>Twenty (20) Working Days upon the receipt of this Purchase Order</u>	Payment Term : <u>Charge</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>SUPPLY AND DELIVERY OF FIELDWORK MATERIALS FOR THE PROTECTION AND CONSERVATION OF THE HERBARIUM SPECIMENS</b>			
		subtotal carried forward			177,000.00
	piece	PRUNING SHEARS Specs: - 65Mn blade - Plastic handle - Scissors approximate length: 200mm	5	500.00	2,500.00
	pack	Polypropylene (pp) plastic bag Specs: - Clear - Size: 12 w x 18 L (inches) - Thickness: 0.003"	15	200.00	3,000.00
	pack	Polypropylene (pp) plastic bag Specs: - Clear - Size: 20 w x 30 L (inches) - Thickness: 0.003"	10	1,000.00	10,000.00
	pack	Polypropylene (pp) plastic bag Specs: - Clear - Size: 30 w x 50 L (inches) - Thickness: 0.0003"	10	1,500.00	15,000.00
					207,500.00
		Tax1% - 1,852.68 VAT5% - 9,263.39 <u>11,116.07</u>			11,116.07
		PR: 2021-06-0210 Req: J. F. Pascual	Page 3 of 3	Total	P196,383.93

(Total Amount in Words) ONE HUNDRED NINETY-SIX THOUSAND THREE HUNDRED EIGHTY-THREE PESOS AND 93/100

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 over printed name of Suppliers  
LUMINETE M. RODRIGUEZ  
Date Sept 22, 2021

JEREMY BARNES, CESO III  
Director-General

Funds Cluster : 02101101202108009M

ORs/BURS No. : 02101101202108009M

Funds Available : P207,500.00

Date of ORs/BURS No. : AUG 25 2021

ALVIN CARLOS FORTES  
Accountant IV

Amount : P207,500.00

**TERMS AND CONDITIONS  
(PURCHASE ORDER)**

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND SHALL BE EFFECTIVE UPON SIGNING OF BOTH PARTIES AND END UPON THE LAST DELIVERY OF THE GOODS AND ACCEPTANCE THEREOF BY THE PROCURING ENTITY.
2. The Bidding documents, Supplier's bid, including the Eligibility, Technical and Financial Proposals, Notice of Award with the Supplier's Acceptance and other documents which are not mentioned herein but part of the bidding requirements/process shall form part of this Purchase Order (P.O.).
3. **AWARDEE: Goodlinks Staffers, General Merchandise and Maintenance Services.** shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order. Failure by the AWARDDEE to comply with the same shall be ground for cancellation of the award and to comply as stated, the Contract shall be awarded to the bidder with the Next Lowest Responsive Bid as determined by the NATIONAL MUSEUM OF THE PHILIPPINES Bids and Awards Committee and approved by the HOPE.
4. The Goods shall be delivered and installed by the AWARDDEE at the National Museum of Fine Arts Building located at P. Burgos Drive, Rizal Park, Manila during weekdays from 9:00 am to 2:00 pm.  
The delivery schedule as indicated in this P.O. may be modified at the option of the National Museum of the Philippines, with prior notice, written or verbal, to the AWARDDEE.
5. The delivery shall be extended subject to the approval by the Head of the Procuring Entity(HOPE) and if warranted under the law. If the AWARDDEE has not completed the delivery within the period stated in the P.O., this Contract shall be cancelled and the undelivered balance shall be withdrawn from the AWARDDEE, without prejudice to the imposition of liquidated damages in accordance with Section 69 of the IRR of R.A. 9184. The National Museum of the Philippines shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDDEE. Refusal by the DEFAULTING AWARDDEE to shoulder the price difference shall be ground for its disqualification from the future bids of the same Goods without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.  
The imposition of liquidated damages in all instances shall be automatic except upon prior request for extension and approval thereof by the National Museum of the Philippines before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.
6. The acceptance by the National Museum of the Philippines of the Goods delivered by the AWARDDEE shall be deemed acceptance as to the quantity only. Inspection as to the Goods' compliance with the technical specifications, and their order and condition, will be done in the presence of the representatives of both AWARDDEE and the National Museum of the Philippines within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorized representative of the AWARDDEE. The inspection will push through even in the absence of the AWARDDEE's representative if the latter was duly notified. The results of the inspection conducted by the National Museum of the Philippines in the absence of the AWARDDEE or its representative shall be final and binding upon the AWARDDEE.
7. Rejected deliveries shall be construed as non-delivery of the Goods, so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under item no. 5 hereof.
8. The AWARDDEE warrants that the goods subject of this P.O. are new and free from any defects both in workmanship and materials. Further, the AWARDDEE warrants that it shall replace, repair, or refund the purchase price of defective goods delivered to and received by National Museum of the Philippines. The AWARDDEE further warrants that it shall comply with the conditions, specification and requirements as stated in the Bid proposal. Bid documents which are not mentioned herein. The obligation for the warranty shall be covered by a retention money or a special bank guarantee in an amount equivalent to at least one percent (1%) of the total contract price. If the AWARDDEE opted for retention money, the latter shall be deducted from the total payment. Said retention money or special guarantee shall only be released one (1) year after acceptance by National Museum of the Philippines of the goods without prejudice to the warranty mentioned in the Bid Proposal of the AWARDDEE. No other warranty, express or implied, shall be deemed made by the AWARDDEE and none shall be imputed or presumed.
9. For the full, faithful delivery of the goods called for under this P.O., National Museum of the Philippines shall pay the AWARDDEE a fixed amount of **TWO HUNDRED SEVEN THOUSAND FIVE HUNDRED PESOS AND 00/100** Philippine Currency, inclusive of all applicable taxes. The manner of payment shall be in accordance with the Accounting Rules and Regulations subject to the retention of six percent (6%) withholding tax to be remitted directly by the National Museum of the Philippines to the Bureau of Internal Revenue (BIR). All duties, excise and other taxes and revenue charges, if any, shall be for the AWARDDEE's account.
10. This P.O. contains the entire agreement between the parties and supersedes and replaces all such prior agreements with respect to matters expressly set forth herein. No modifications shall be binding upon the parties and their respective executors, administrators, successors, assigns and personal representatives.
11. In case of dispute, the parties agree that enforcement of the terms and conditions contained on this P.O. shall be brought before the Court of competent jurisdiction in the City of Manila.
12. Hereunder, representatives of **Goodlinks Staffers, General Merchandise and Maintenance Services**, warrants that they have authority to enter into and perform their obligations under the contract and that they are validly authorized to execute, deliver, and perform the obligations subject hereof.
13. The contract for this project was prepared on August 23, 2021 within the prescribed period provided in the Revised Implementing Rules and Regulations of RA 9184.
14. **This Purchase Order shall also serve as Notice to Proceed.**

CONFORME:

AWARDEE

WINSTE M. NORANTE