



Department of National Defense  
**PHILIPPINE VETERANS AFFAIRS OFFICE**  
*Quality Management System for Pension Management System*  
ISO 9001:2015 Certified



Certificate Number: SCU00017130

## NOTICE OF AWARD

16 MAY 2022

**MS. SHELA S. CRUZ**

Owner

ART JOHNLEY ENTERPRISES

#47 Victoria St., Sauyo

Novaliches, Quezon City

Dear **Ms. Cruz**:

This is to notify you that the **Supply and Delivery of Office Equipment** is hereby awarded to your company as the Bidder with the **Lowest Calculated and Responsive Quotation** in the total amount of **One Hundred Ninety-Seven Thousand Four Hundred Sixty Pesos (P 197,460.00)**.

You are therefore required within three (3) calendar days from the receipt of this Notice of Award to formally enter into contract with us. Failure to enter into the said contract shall constitute a sufficient ground for cancellation of this award.

Very truly yours,

**LTGEN ERNESTO G. CAROLINA AFP (RET)**  
Administrator

Conforme:

Date: May 16, 2022



Department of National Defense  
**PHILIPPINE VETERANS AFFAIRS OFFICE**  
Quality Management System for Pension Management System  
ISO 9001:2015 Certified



Certificate Number: SCUK001713Q

## NOTICE TO PROCEED

23 MAY 2022

**MS. SHELA S. CRUZ**  
Owner  
ART JOHNLEY ENTERPRISES  
#47 Victoria St., Sauyo  
Novaliches, Quezon City

Dear Ms. Cruz:

The attached Purchase Order having been approved, notice is hereby given to **ART JOHNLEY ENTERPRISES** for the **Supply and Delivery of Office Equipment**, within thirty (30) calendar days upon receipt and acceptance of this Notice.

You are responsible for performing the services in coordination with the General Services and Support Management Division, PVAO under the terms and conditions of the Purchase Order.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other to the PHILIPPINE VETERANS AFFAIRS OFFICE.

Very truly yours,

**LT GEN ERNESTO G CAROLINA AFP (RET)**  
Administrator

Conforme:

Date: 5-23-2022

**Serbisyo sa Beterano, Serbisyo sa Bayan**

Veterans Compound, Camp General Emilio Aguinaldo, Quezon City  
Website: [pvao.gov.ph](http://pvao.gov.ph) / Tel. No. (02) 8912-4526

**PURCHASE ORDER  
PHILIPPINE VETERANS AFFAIRS OFFICE**

Supplier : <b>ART JOHNLEY ENTERPRISES</b>	P.O. No. : <b>PVAO-PO-SVP-22-05-33</b>
Bank Name <b>East West Bank - Novaliches Talipapa Branch</b>	Contact Person: <b>Ms. Myra Castro</b>
Acct. No.: <b>200031500299</b>	Contact No: <b>(02) 7903-9504 / 0997-116-7394</b>
Address : <b>#47 Victoria St., Sauyo Novaliches, Quezon City</b>	Date : <b>16-May-22</b>
TIN : <b>234-924-389-000</b>	Mode of Procurement : <b>Sec. 53.9 - SVP</b>

Gentlemen:

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

Place of Delivery : <b>PVAO Compound, Camp Emilio Aguinaldo, Quezon City</b>	Delivery Term : <b>Complete delivery within 30 c.d. upon receipt of the Notice to Proceed</b>
Date of Delivery : <b>Within thirty (30) c.d. upon receipt of the Notice to Proceed</b>	Payment Term : <b>Within thirty (30) c.d. upon delivery and acceptance of goods</b>


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Supply and Delivery of Office Equipment</b>					
	unit	Paper Shredder, Electric - <b>KOBRA C1</b>	14	13,300.00	186,200.00
	unit	Laminating Machine - <b>QUAFF A3</b>	2	2,880.00	5,760.00
	unit	Flat Plate Weighing Scale, Mechanical - <b>INGCO</b>	2	2,750.00	5,500.00
<i>Deemed to form part and be read and construed as part of this Purchase Order is the attached price quotation</i>					


**Total Amount in Words: One Hundred Ninety Seven Thousand Four Hundred Sixty Pesos 197,460.00**

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.

Conforme:


Very truly yours,

  
Signature over Printed Name of Supplier  
**5-16-2022**  
Date

  
**LTGEN ERNESTO G. CAROLINA, AFP (RET)**  
PVAO ADMINISTRATOR

Fund Cluster : 01  
Funds Available : ₱197,460.00

ORS/BURS No. : AS-192101-2022-05-NF109  
Date of the ORS/BURS : 19 MAY 2022  
Amount : 197,460.00

  
**GRACIA BAOCAY**  
Signature over Printed Name of Chief Accountant/Head of Accounting  
Division/Unit