



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
AGANA, GUAM, USA**

23 November 2021

NOTICE OF AWARD

Dear Sir/Madam:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Consulate General in Agana, Guam, as contained in its Resolution No. 2021-67 dated 18 November 2021, the Consulate is awarding the procurement of Additional Office Supplies to your firm, National Office Supply, in the total amount of **One Thousand Eight Hundred Twenty-five Dollars and 86/100 (\$1,825.86) only**, including taxes and other lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003".

Very truly yours,

A handwritten signature in blue ink, appearing to read "P. Hilado".

PATRICK JOHN U. HILADO
Consul General and
Head of the Procuring Entity

National Office Supply
P.O. Box 3767
Hagatna, Guam 98932

NATIONAL OFFICE SUPPLY
P.O. BOX 3767
HAGATNA, GUAM 96932

QTY	UNIT	TECHNICAL SPECIFICATIONS	REQUIRED	OPTIONAL
60	roll	POS Rolls 2 1/4" x 165' 1/2" Core 48 gram Thermal	1.87	112.20
6	box	Green pressboard folder 2" expansion legal size (Smead # 2503 25pc per box)	58.46	350.76
6	box	Notarial Seals (Gold Label 2" Maco OS-720 18 pack per box)	67.76	404.16
12	pc	Ring Binder 3 Hole 1" Blue	299	35.88
12	pc	Ring Binder 3 Hole 2" Blue	472	48.72
10	pack	Paper notes (Post it 73mm x 123mm 12 pads/pack)	2396	239.60
5	pack	Paper notes (Post it 98.4mm x 149mm 42 pads/pack)	821	41.05
3	box	Correction tape (Pentel 12m x 5mm 12 pc per box)	23.88	71.64
5	pc	Stapler (Heavy duty Standard Size)	20.21	101.05
10	box	Stapler Wire (Standard Size)	1.46	14.60
10	pc	Stapler Wire Remover	94	9.40
6	roll	Packaging Tape (Tartan 48mm x 50 m)	2622	15.72
1	pc	Cork Board 3 ft x 3 ft or bigger	132.95	132.95
50	pack	AA Battery (2pc per pack)	2.96	148.00
24	pc	Glue stick (21g permanent stick non water-base)	1.87	44.88

1 bt Push pin - 2.21 - 2.21
24 ea Pen w/ Stand - 2.21 - 53.04

NATIONAL OFFICE SUPPLY
DIVISION OF GOODLAND, INC.
P.O. Box 3767 Hagatna, Guam 96932
Tel: (671) 734-0312 / 546-5613 / 546-5115
Fax: (671) 734-7853 / 649-2641 / 477-0747

CHARGE SALES INVOICE
S. 273524

SOLD TO: *Rhizophora Consulate* INVOICE DATE: *11/24/2021*

QUANTITY	UNIT	DESCRIPTIONS	UNIT PRICE	AMOUNT
1	24 ea	Pen w/ Stand	\$ 2.21	\$ 53.04
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

TOTAL \$ *53.04*

NET 30 DAYS

TERMS AND CONDITIONS:
Returned items must be accompanied by this bill. Returned merchandise is subject to a 15% handling charge. And will not be accepted after 180 days from above date of purchase. Purchaser agrees to pay interest at the rate of 1 1/2% per month on all accounts remaining unpaid after 30 days from the date of original purchase. If cash accounts are placed in the hands of an attorney or collector for collection or suit is brought on same, purchaser agrees to pay an additional amount 33 1/3% of the amount found due (including interest as a lawsuit) to attorney or collector, plus any cost of suit. Any merchandise not fully paid remains the property of the seller and subject to repossession after the agreed upon term. This applies to charge and installment plan purchases.

I certify that the above bill is correct and just that payment therefor has not been received.

Time & Date: _____
Print Legibly



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
AGANA, GUAM, USA**

29 November 2021

NOTICE TO PROCEED

Dear Sir/Madam:

Please be informed that, pursuant to the Notice of Award dated 23 November 2021 signed by the Consul General and Head of the Procuring Entity, National Office Supply is hereby given this **Notice to Proceed** to provide Additional Office Supplies for the Consulate in the total amount of **One Thousand Eight Hundred Twenty-five Dollars and 86/100 (\$1,825.86) only** inclusive of all taxes and lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003".

Very truly yours,

PATRICK JOHN U. HILADO
Consul General and
Head of the Procuring Entity

National Office Supply
P.O. Box 3767
Hagatna, Guam 98932