



PURCHASE ORDER
WESTERN MINDANAO STATE UNIVERSITY

WMSU-SO-FR-002.02
 Effectivity: Aug. 30, 2023

Supplier : **JGH BUSINESS SOLUTIONS**
 Address : **8 Gs Compound, E. Cortes St., Mandaue City, Cebu**

P.O. No. : **24-030**
 Date : **27/03/2024**
 R.I.S No: **24-01-002**
 Date :
 Mode of Procurement : **Public Bidding**
 Performance Bond :

Tel No. : **09917014410: 032-420-9000**
 TIN :

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

Place of Delivery : **WMSU SUPPLY OFFICE**

Delivery Term : **30 CD**

Date of Delivery :

Payment Term :

Item No	Item Name	Unit	Qty	Unit Price	Total Price
1	DIPLOMA JACKET Specification: -Cover leathierette with foam -color: Crimson Red -Logo size: 2.5 inches Diameter -Logo in the middle -Jacket size: can hold diploma with the size of 8.5"x11" (Please see the sample design of Office of Student Affairs) FOR: 962 pcs - Office of the Student Affairs 500 pcs - ILS-High School Department 7000 pcs - Registrar Office NOTE: Delivery: Thirty (30) Calendar Days with attached sample	pcs	8,462	83.00	702,346.00

-----NOTHING FOLLOWS-----

Page 1 of 1

For : **ADMINISTRATION REGISTRAR OFFICE**

(Amount in words)

Seven Hundred Two Thousand Three Hundred Forty-Six Pesos Only

702,346.00

In case of failure to make the full delivery within the specified time above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme :

Aileen M. Montecarlo
Aileen M. Montecarlo
JGH BUSINESS SOLUTIONS

(Signature over printer name)

April 2, 2024
 Date

MA. CARLA A. OCHOTORENA, R.N., Ph.D.
MA. CARLA A. OCHOTORENA, R.N., Ph.D.
 UNIVERSITY PRESIDENT

Funds Available :

Christianne Dawn R. Sicat
CHRISTIANNE DAWN R. SICAT
 Chief Accountant

ALOB: **2024-03-337 (SAT)**

AMOUNT: **₱ 702,346.00**



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Page 1 of 1 - 03 For: ADMINISTRATION REGISTRAR OFFICE

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Conforme :

Aileen M. Montecarlo
Aileen M. Montecarlo
JGH BUSINESS SOLUTIONS

(Signature over printer name)

April 2, 2024
Date

MA. CARLA A. OCHOTORENA
MA. CARLA A. OCHOTORENA, R.N., Ph.D.
UNIVERSITY PRESIDENT

Funds Available :

Christianne Dawn R. Sicat
CHRISTIANNE DAWN R. SICAT
Chief Accountant

ALOBS: **2024-03-317 (STF)**
AMOUNT: **P 702,346.00**



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
OFFICE OF THE PRESIDENT
Normal Road, Baliwasan Zamboanga City
Telephone: 062-992-3084
www.wmsu.edu.ph



NOTICE TO PROCEED

APR 02 2024

JGH BUSINESS SOLUTIONS
8 G's Compound, E. Cortes St.,
Mandaue City, Cebu

Sir/Madam:

Pursuant to the to the contract entered into between your company and this office dated MAR 26 2024 for PR 24-01-002 "Supply and Delivery of Diploma Jacket for the University", your company is hereby given the authority to commence delivery on the said project from receipt thereof.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provide in the purchase order and in accordance with the delivery schedule.

Very truly yours,

[Signature]
MA. CARLA A. OCHOTORENA, R.N, Ph.D.
President

Conforme:

[Signature]
Aileen M. Monteale
(Signature Over Printed Name)

Date: April 2, 2024



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NOTICE OF AWARD

MAR 22 2024

JGH BUSINESS SOLUTIONS
 8 G's Compound, E. Cortes St.,
 Mandaue City, Cebu

Madam/Sir:

This is to advise you that your bid dated **February 27, 2024** for **PR 24-01-002; Public Bidding Procurement of Supply and Delivery of Diploma Jacket for the University**, with a following Contract Price is hereby accepted;

Object of Bidding	Total Amount in Figures	Amount in Words
1.) Eight Thousand Four Hundred Sixty-Two (8462) pcs of DIPLOMA JACKET <i>Specification:</i> -Cover leatherette with foam -color: Crimson Red -Logo size: 2.5 inches Diameter -Logo in the middle -Jacket size: can hold diploma with the size of 8.5"x11" (Please see the sample design of Office of Student Affairs) FOR: 962 pcs - Office of the Student Affairs 500 pcs - ILS-High School Department 7000 pcs - Registrar Office NOTE: Delivery: Thirty (30) Calendar Days	Php 702,346.00	Seven Hundred Two Thousand Three Hundred Forty-Six Pesos
TOTAL CONTRACT PRICE	Php 702,346.00	Seven Hundred Two Thousand Three Hundred Forty-Six Pesos Only

You are hereby required to provide, within ten (10) days from receipt hereof, the Performance Security/ Performance Bond equivalent to the following;

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
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a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
b) Bank draft/ guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Five percent (5%)
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the insurance Commission as authorized to issue such security.	Thirty percent (30%)
d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

Failure to provide the Performance Security shall constitute sufficient ground for the cancellation of the award and forfeiture of the Bid Security.

Very truly yours,

[Signature]
MA. CARLA A. OCHOTORENA, RN., Ph.D.
 President

Received by: *[Signature]*
Aileen M. Montebano
 (Signature Over Printed Name)

Date: March 26, 2024