



Republic of the Philippines  
Province of Romblon  
**MUNICIPALITY OF SANTA FE**  
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**OFFICE OF THE MAYOR**

**NOTICE TO PROCEED**

27 JAN 2025

**RMD MARKETING**  
Looc, Romblon

Dear Sir/Madam:

The attached Purchase Order having been approved, notice is hereby given to **RMD MARKETING – Looc, Romblon**, that the **supply & delivery of materials** may commence for the **Establishment of Disaster Operations Center (DOC) Extensions in Barangay (Guintigbasan)** within 30 working days after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 Municipal Government of Santa Fe, Romblon.



Very truly yours,

  
**ELSIE D. VISCA**  
Municipal Mayor  
(Head of the Procuring Entity)

CONFORME:

  
**RMD MARKETING**  
Looc, Romblon  
Date: \_\_\_\_\_

**PURCHASE ORDER**  
Municipal Government of Santa Fe, Romblon

Supplier : <b>RMD MARKETING</b> Address : <b>Looc, Romblon</b> TIN :			P.O. No. : <b>2025-01-0006</b> Date : <b>January 20, 2025</b> Mode of Procurement : <b>Public Bidding</b> PR No./s : <b>2024-11-0263 / November 20, 2024</b>		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <b>Guintigbasan, Santa Fe, Romblon</b>			Delivery Term : <b>Deliver on Jobsite</b>		
Date of Delivery : <b>Within 30 Working Days After the Receipt of NTP</b>			Payment Term : <b>Check</b>		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2025-0041-1201	pcs	1/4"x4'x8' Phenolic Board	2	960.00	1,920.00
2025-0042-1201	pcs	Hardiflex 6mmx1.2mx2.4m	14	730.00	10,220.00
2025-0043-1201	bd.ft	55pcs-Good Lumber 2"x2"x12'	220	62.00	13,640.00
2025-0044-1201	bd.ft	13pcs-Good lumber 2"x4"x9'	78	62.00	4,836.00
2025-0045-1201	bd.ft	10pcs- 2"x3"x12' Cocolumber	60	35.00	2,100.00
2025-0046-1201	kg	CW Nail 4"	12	100.00	1,200.00
2025-0047-1201	kg	CW Nail 2"	12	100.00	1,200.00
2025-0048-1201	kg	CW Nail 1.5"	12	100.00	1,200.00
2025-0049-1201	set	Billboard 8'x8' w/ frame	1	4,500.00	4,500.00
2025-0050-1201	pcs	Concrete Hollow Blocks 4"	250	20.00	5,000.00
2025-0051-1201	bags	Portland Cement, 40kgs, Type 1	39	320.00	12,480.00
2025-0052-1201	cu.m	Washed Sand	5	1,500.00	7,500.00
2025-0053-1201	cu.m	Screened Gravel	3	1,500.00	4,500.00
2025-0054-1201	pcs	12mm dia x 6m RSB	20	300.00	6,000.00
2025-0055-1201	pcs	10mm dia x 6m RSB	15	200.00	3,000.00
2025-0056-1201	kgs	Tie wire # 16	5	120.00	600.00
2025-0057-1201	pcs	Hacksaw Blade	2	50.00	100.00
2025-0058-1201	yrds	Wire Mesh (Bistayan)	2	120.00	240.00
2025-0059-1201	set	(0.8mx2.1m) Flush door w/ Jamb (including Hinges and Door Knob, Heavy Duty	1	7,000.00	7,000.00
2025-0060-1201	pcs	Coloroof, Longspan Ribt type, 0.4mmx1.2mx2.4m	12	900.00	10,800.00
2025-0061-1201	pcs	Wood Teckscrew 2.5"	300	4.00	1,200.00
<b>(Total Amount in Words):</b> NINETY NINE THOUSAND TWO HUNDRED THIRTY SIX PESOS					<b>99,236.00</b>
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,		
 <b>RMD MARKETING</b> Signature over Printed Name of Supplier _____ Date			 <b>ELSIE D. VISCA</b> Signature over Printed Name of Authorized Official _____ Municipal Mayor Designation		
(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)					
Approved per Sanggunian Resolution No.: _____					
Certified Correct:					
N/A Secretary to the Sanggunian			_____ Date		