



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

NOTICE TO PROCEED

January 20, 2025

ARSENIA COMMERCIAL CENTER
Looc, Romblon

Dear Sir/Madam:

The attached Purchase Order having been approved, notice is hereby given to **ARSENIA COMMERCIAL CENTER** – *Looc, Romblon*, that the **supply & delivery of materials** may commence for the **Rehabilitation of Poblacion Local Access Road (Sitio Suong Gorja)** 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:


ARSENIA COMMERCIAL CENTER
Looc, Romblon
Date: _____

PURCHASE ORDER
Municipal Government of Santa Fe, Romblon

Supplier : ARSENIA COMMERCIAL CENTER	P.O. No. : 2025-01-0005
Address : Looc, Romblon	Date : January 15, 2025
TIN : _____	Mode of Procurement : Public Bidding
	PR No./s : 2024-11-0271 / November 29, 2024

Gentlemen:

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

Place of Delivery : Poblacion, Santa Fe, Romblon	Delivery Term : Deliver on Jobsite
Date of Delivery : Within 30 Working Days After the Receipt of NTP	Payment Term : Check

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2025-0033-8751	bags	Portland cement Type I	789	298.00	235,122.00
2025-0034-8751	cu.m.	Sand (Washed/River sand)	76	1,080.00	82,080.00
2025-0035-8751	cu.m.	Gravel 1" (screened)	76	1,518.00	115,368.00
2025-0036-8751	bd.ft.	30pcs-2x8x12 Coco lumber	480	28.00	13,440.00
2025-0037-8751	pcs	10mmø x 6 RSB	12	182.00	2,184.00
2025-0038-8751	kgs	C.W. Nails 3"	5	90.00	450.00
2025-0039-8751	kilo	Hard Asphalt	16	150.00	2,400.00
2025-0040-8751	pc	Billboard 8' x 8' w/ frame	1	6,800.00	6,800.00

(Total Amount in Words): **FOUR HUNDRED FIFTY SEVEN THOUSAND EIGHT HUNDRED FORTY FOUR PESOS** **457,844.00**

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,


ARSENIA COMMERCIAL CENTER
Signature over Printed Name of Supplier


JESSIE ANN PUNZALAN-DEL PRADO
Signature over Printed Name of Authorized Official

Date

Acting 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