



Republic of the Philippines
RAMBLON STATE UNIVERSITY
 Odiongan, Ramlon
 Tal No. (042) 567-5273
 Email: rambonstateu@gmail.com
 URL: rsu.edu.ph



Appendix 61

PURCHASE ORDER

PROJECT TITLE: Supply and Delivery of Furniture, Office and ICT Equipment and Supplies, and Agricultural Equipment for Ramlon State University

ABC: PHP388,382.00

P.O. No.

24-12-0091

Supplier: Vilcen Enterprises

Address: M.L. Quezon St., Liwanag, Odiongan, Ramlon

TIN: 154-008-573-00000

Gentlemen:

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

Place of Delivery: RSU, Supply Office

Delivery Term: 25 CALENDAR DAYS FROM RECEIPT OF NTP

Date of Delivery:

Payment Term:

Stock No.	Unit	Description	Quantity	Unit Cost (in PHP)	Amount (in PHP)
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1	piece	Computer Desk 120cm x 60cm x 75cm steel legs and frame, 3/4" plywood tabletops and side panel painted caramel brown with 3 drawers cabinet, 40cm x 45cm x 65cm, 3/4" plywood painted caramel brown	1	12,000.00	12,000.00
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2	piece	Split Type Air-Conditioning Unit 2.0 HP Inverter with installation, cooling capacity 20,000	1	56,875.00	56,875.00
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3	piece	Freezer- Energy efficient inverter compressor, digital temperature control with LCD display Description Product Overview 22 cu-ft-Dual Function -Freezer or Chiller- Fast freezing model With Key lock Roller feet Frontal Temperature control Clean Back Design Frontal Drain Galvanized Inner Lining 2 Grip Handles 2 Wire Baskets 355W Input Power Warranty Compressor: 5 Years, Parts: 2 Years, Service: 1 Year Type: Chest Freezer Capacity, Freezer: 610 liters Defrost System: Manual Temperature Control: Mechanical Insulation: Cyclopentane Power Requirements: 220V / 60Hz Color White Weight Net Weight (kg): 90 Gross Weight (kg): 120 Dimensions Net Dimensions (WxHxD): 1980mm x 910mm x 730mm Gross Dimensions (WxHxD): 2060mm x 980mm x 770mm	1	49,335.00	49,335.00
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LABORATORY SCIENCE HIGH SCHOOL					
4	box	Ballpen 0.5 mm(black)	2	87.75	175.50
5	box	Ballpen 0.5 mm(blue)	2	87.75	175.50
6	piece	Certificate holder, letter "8.5 X 11"	30	39.50	1,185.00
7	box	Correction Tape (24 Pcs.) box	1	768.00	768.00
SUB-TOTAL			38		120,514.00

(Total Amount in Words) **Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos**

In case of failure to make 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 items.

Very truly yours,

MERIAN P. CATAYAN-MAN, Ed.D., CESE
 University President

Conforme:

(Signature Over Printed Name of Supplier)

(Date)

100-M002-09-15-0915

ORS/BURS No: 100-CO-09-15-0915
 Date of the ORS/BURS: 10/23/2024

Fund Cluster: 164
 Funds Available: SDPO, CED, LSHS, CAFES, Office of the President, and the RSU-Cajidiocan Campus

MS. SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

Amount: PHP325,389.00



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Appendix 61

PROJECT TITLE: Supply and Delivery of Furniture, Office and ICT Equipment and Supplies, and Agricultural Equipment for Romblon State University

ABC: **PP388,382.00**

Supplier: **Vilcan Enterprises**

Address: **M.L. Quezon St., Lwanag, Odonggan, Romblon**

TIN: **154-008-573-00000**

Gentlemen:

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

Place of Delivery: **RSU, Supply Office**

Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**

Date of Delivery: _____

Payment Term: _____

Stock No.

Unit

Description

Quantity

Unit Cost (in PHP)

Amount (in PHP)

CARRIED FORWARD

LABORATORY SCIENCE HIGH SCHOOL

pack

Size: Short, Dimension: 9" x 12" inches, 100 pcs/pack

2

450.00

900.00

pack

Size: Long, Dimension: 10" x 15" inches, 100 pcs/pack

2

550.00

1,100.00

pack

Folder, white, 14 pgs. 9" x 11", Size: Letter, 100pcs/pack

2

680.00

1,360.00

pack

Folder, white 14 pgs. 9" x 14.5", Size: Legal, 100pcs/pack

2

780.00

1,560.00

roll

Size: Large, Dimension: 26 x 32 inches, 10 pcs/roll

5

78.00

390.00

bot

Glue, Multi-Purpose, White, 130g

5

62.00

310.00

bot

Liquid Hand Soap, 450ml

2

225.00

450.00

bot

Ink, Whiteboard Marker, 30ml, Color: Black

15

168.00

2,520.00

pack

Envelope, Mailing

2

160.00

320.00

box

Paper Clip, Big 50mm, Vinyl Coated, 100pcs/box

15

25.00

375.00

box

Paper Clip, Small 28mm Vinyl Coated, 100pcs/box

10

15.00

150.00

box

Paper Fastener, Plastic Coated (10 Sets) box Plastic Coated, 50 sets/ box

4

45.00

180.00

box

Paper, Bond, 8.27" x 11.69", A4 Size, Ultra White 70 gsm, 20 subs (5 reams/box)

4

1,175.00

4,700.00

box

Paper, Bond, 8.5" x 13", Long, Ultra White, 70 gsm, 20 subs (5 reams/box)

3

1,300.00

3,900.00

piece

Puncher, Size: Large, Heavy Duty, Hole Distance: 70mm, 2-Hole, Punching Capacity: 30 sheets

3

160.00

480.00

piece

Record Book 500 pages, 17.5cm x 28.5cm

3

128.00

384.00

pair

Scissor Stainless Steel, Heavy Duty, Size: 6 inches

2

62.00

124.00

pair

Scissors Stainless Steel, Heavy Duty, Size: 10 inches

6

411.00

2,466.00

box

Staple wire Made of high-quality steel, not easy to rust or corrode, #35 (5,000 staples)

2

75.00

150.00

roll

Tape, Double-sided Adhesive, 24mm (1" width), Length: 50 meter

2

110.00

220.00

(Total Amount in Words) **Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos**

In case of failure to make 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 items.

Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

(Signature Over Printed Name of Supplier)

(Date)

Fund Cluster: 164
 Funds Available: SDPO, CED, LSHS, CAFES, Office of the President, and the RSU-Cajidiocan Campus

M.S. SHIELA BUEN F. SERVANEZ, CPA

Head, Accounting Office

Amount: **PHP325,389.00**

ORs/BURS No.: **169-00-09-13-0913**
 Date of the ORs/BURS: **12/23/2024**

169-M008-09-13-0913

PURCHASE ORDER

PROJECT TITLE: Supply and Delivery of Furniture, Office and ICT Equipment and Supplies, and Agricultural Equipment for Romblon State University
ABC: PHP388,382.00
Supplier: Vilien Enterprises
 Address: M.L. Quezon St., Litanag, Odiongan, Romblon
 TIN : 154-008-573-00000
Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:
Place of Delivery: RSU, Supply Office
Delivery Term: 25 CALENDAR DAYS FROM RECEIPT OF NTP
Date of Delivery: _____
Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PHP)	Amount (in PHP)
		CARRIED FORWARD	129		142,553.00
		COLLEGE OF AGRICULTURE, FORESTRY, AND ENVIRONMENTAL SCIENCES			
28	piece	Headset with mic (In-Ear Mobile Gaming Headset with Dual Microphone (Detachable Boom))	4	2,770.00	11,080.00
29	piece	USB Flash Drive, 64 GB	2	900.00	1,800.00
30	piece	USB External Hard Drive 1TB, USB 3.0	1	4,590.00	4,590.00
31	piece	USB HDMI Cable 100 meters	2	2,620.00	5,240.00
32	piece	USB External CD/DVD Drive	1	1,000.00	1,000.00
33	piece	HDMI Connector for Laptop 3 meters	3	315.00	945.00
34	unit	Bottom Load Water Dispenser, 3 Options: Hot, Warm & Cold Dimension: H:106,W:32,D:39cm Color:	2	9,100.00	18,200.00
35	set	Drench Gun with Tubing Dewormer for Goat/Sheep, 15 mL for 1 liter liquid goat/sheep dewormer	1	15,730.00	15,730.00
36	unit	10L Goat/Dairy Cow Milking machine pulsation (electric), stainless steel milk bucket, automatic vacuum pump with operation manual (English)	1	8,570.00	8,570.00
37	piece	2 inch aluminum sprinker JL-40PY2H 1.55mm triangle tripod, Range 20-80 m diameter agricultural rain gun (big), 360 degree rotating	5	3,500.00	17,500.00
		SUB-TOTAL	151		227,208.00

(Total Amount in Words) **Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos**

In case of failure to make 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 items.
 Very truly yours,
MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

 (Signature Over Printed Name of Supplier)

 (Date)

Fund Cluster: 164
 Funds Available: SDPO, CED, LSHS, CAFES, Office of the President, and the RSU-Calidocan Campus
MS. SHIELA BUEN F. SERVANEZ, CPA
 Head, Accounting Office
 Amount: PHP325,389.00
 Date of the ORS/BURS: 12/27/2024
 ORS/BURS No: 164-11008-24-12-2913

Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
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Appendix 61

PURCHASE ORDER

PROJECT TITLE: Supply and Delivery of Furniture, Office and ICT Equipment for Romblon State University

ABC: P#P388,382.00
Supplier: Vilicen Enterprises
 Address: M.L. Guzman St., Livanag, Odiongan, Romblon
 TIN: 154-008-573-00000
Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:
 Place of Delivery: **RSU, Supply Office**
 Date of Delivery: _____
 Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**
 Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in Php)	Amount (in Php)
		CARRIED FORWARD	151		227,208.00
		OFFICE OF THE PRESIDENT			
38	unit	Desktop Computer 23 Binch Monitor, Processor Intel Core i7-12700 processor, 12 cores 20 Threads, 25MB L3 Cache, 2.1GHz Base 4.9 GHz Max Frequency 65W PBP, Motherboard: Intel H610 Chipset, Memory: 8 GB DDR4 3200MHz UDIMM Up to 32 GB of Dual-channel DDR4, Hard Disk Drive: 256 GB M.2 2280 PCIe SSD 1 TB 3.5-inch 7200 RPM, Graphics: NVIDIA® GeForce GT 730 with 2 GB of DDR3 (supporting: DVI, HDMI), Operating System: Windows N/A, Card Reader: YES, Audio: Integrated high-definition, 5.1-channel surround sound, Networking: WLAN 802.11ac/b/g/n wireless LAN and Bluetooth 4.2 LE LAN; Gigabit Ethernet, Standard I/O Ports: Front/Side I/O connectors, Audio Jack(s): 2 USB 3.2 Gen2 Type A port(s); 1 USB 3.2 Gen2 Type C port(s); 1, Rear I/O connectors, HDMI port(s); 2 (out), LAN port(s); 1, Audio jack(s); 3, USB 2.0 Type A port(s); 4, USB 3.2 Gen1 Type A port(s); 2, Expansion Slot(s); Number of PCIe x16 slot(s): 1, Number of PCIe x1 slot(s): 1, M.2 slot (for SSD); 1, M.2 slot (for WLAN); 1, Power Supply and Adapter: 300W, Speakers: NONE, Accessory: N/A, Monitor/Screen: "K242HYL, Size: 23.8, Input: VGA + HDMI + SPK, Max Res: 1920x1080 @60Hz, Technology: VA, Colors: 16.7 Million, Glare: None, Response Time: 1ms, With HDMI Cable	1	73,000.00	73,000.00
		CAJIDIACAN CAMPUS, & COLLEGE OF AGRICULTURE, FORESTRY, AND ENVIRONMENTAL SCIENCES			
39	unit	Stand Fan 230V, 60Hz, 75 Watts, 18", Plastic Blade and 3 push button switch. High performance motor, with thermal fuse protection. Round stable plastic base, easy height adjustment and tilting head with oscillation	13	1,937.00	25,181.00
GRAND TOTAL			165		325,389.00

(Total Amount in Words)*Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos****

In case of failure to make 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 items.

Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

(Signature Over Printed Name of Supplier)
 M. L. Guzman
 (Date)
 12/27/24

ORS/BURS No: **169-P002-29-13-2913**
 Date of the ORS/BURS: **12/27/2024**
 Amount: **P#P325,389.00**

Fund Cluster: 164
 Funds Available: SDPO, CED, LSHS, CAFES, Office of the President, and the RSU-Cajidiacan Campus
MS. SHEILA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

Contract Agreement Form for the Procurement of Goods (Revised)

CONTRACT AGREEMENT

THIS AGREEMENT made the 27th day of December 2024 between ROMBLON STATE UNIVERSITY of the Philippines (hereinafter called "the Entity") of the one part and VILCEN ENTERPRISES of M.L. Quezon St., Liwanag, Odiongan, Romblon (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly Solicitation No. RSU-2024-11-092, Supply and Delivery of Furniture, Office and ICT Equipment and Supplies, and Agricultural Equipment for Romblon State University (ABC; PHP388,382.00), and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos Only (PHP325,389.00) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

i. Philippine Bidding Documents (PBDs);

ii. Schedule of Requirements;

iii. Technical Specifications;

iv. General and Special Conditions of Contract; and

v. Supplemental or Bid Bulletins, if any

- ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;
- Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of Three Hundred Twenty-Five Thousand, Three Hundred Eighty-Nine Pesos Only (PHP325,389.00) or such other sums as may be ascertained, Villcen Enterprises agrees to complete the supply and delivery of goods within twenty-five (25) calendar days from receipt of the Notice to Proceed in accordance with his/her/its Bid.
4. The Romblon State University agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

PACIFICO M. RANTANG, JR.
Notary Public
Valid to December 31, 2025
Roll No. 33986
RUP OR No. 322830/10-28-23
PTR No. 6158829/01-02-25

Doc. No. 17
Page No. 4
Book No. 1
Series of 2024

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day, year and place written.

Known to me to be the same persons who executed the foregoing instrument consisting of two (2) pages including the page on which this Acknowledgement is written and they confirmed and acknowledged to me that the same is their own free and voluntary deed and that of the agency, which they respectively represent.

MS. LILYBETH C. FONDEVILLA	SSS # 33-172074-0	
MERIAN P. CATAJAY-MANI, Ed.D., CESE	01-01	Odiangan, Rombion
I.D. No.	Place of Issue	Date of Issue
		July 30, 2020

BEFORE ME, this 27th day of Dec, 2024 in Odiangan, Rombion, Philippines personally came and appeared before me the following:

Republic of the Philippines
(Odiangan, Rombion) S. S.

ACKNOWLEDGEMENT

MERIAN P. CATAJAY-MANI, Ed.D., CESE	MS. LILYBETH C. FONDEVILLA
<i>[Signature]</i>	<i>[Signature]</i>
University President	Owner
for:	for:
Rombion State University	Vilicen Enterprises

IN WITNESS whereof the Parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.