



**OFFICE OF THE EXECUTIVE DIRECTOR**

December 27, 2024

**Notice of Award**

**MS. NELA C. SOTALBO**

Proprietress  
 SMS Marketing  
 5165 National Highway, Brgy. Maahas  
 Los Baños, Laguna

Dear **Ms. Sotalbo**:

We are pleased to notify you that your proposal for the project "Supply and Delivery of Q1 CY2025 Office Supplies (EPA)" for Lot B in the total amount of **ONE MILLION SIXTY-FOUR THOUSAND SIXTY-FIVE PESOS ONLY (PhP1,064,065.00)** is hereby accepted.

You are hereby required to provide within ten (10) calendar days upon receipt of this notice the performance security in the form and/or amount stated below:

- a. Performance Securing Declaration (PSD) - see Attachment A;
- b. cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank amounting to **PhP53,203.25**; or
- 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 amounting to **PhP319,219.50**.


If you opt to submit PSD, please note that the end-user may require you to replace the submitted PSD with either option b or c upon lifting of the State of Calamity, or community quarantine or similar restrictions, as the case may be.

Failure to provide the performance security shall constitute a sufficient ground for the cancellation of the award. Please coordinate with Ms. Susan S. Molina ([s.molina@pcarrd.dost.gov.ph](mailto:s.molina@pcarrd.dost.gov.ph)) of FAD, PCAARRD for the contract execution and other documentation requirements.

Thank you.

Very truly yours,

  
**REYNALDO V. EBORA, PhD**  
 Executive Director

Conforme:   
**Nela C. Sotalbo**  
 Signature over Printed Name  
 Date: 1-6-2025





**DOST-PCAARRD**

Department of Science and Technology

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES  
RESEARCH AND DEVELOPMENT**



**BIDS AND AWARDS COMMITTEE  
RESOLUTION NO. G-24-69-EPA**

BAC Resolution Declaring LCRB and Recommending Approval

**WHEREAS**, the Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD) advertised the Invitation to Bid on the project "Supply and Delivery of Q1 CY2025 Office Supplies (EPA)" (IB Nos. 24-09-20a-EPA and 24-09-20b-EPA) with an Approved Budget for the Contract (ABC) amounting to ONE MILLION NINE HUNDRED NINETY-NINE THOUSAND NINE HUNDRED NINETY-FIVE PESOS AND 90/100 (PhP1,999,995.90) at the PCAARRD Website, Philippine Government Electronic Procurement System (PhilGEPS) and conspicuous places in the Municipality of Los Baños from September 26 – October 16, 2024;

**WHEREAS**, four (4) prospective bidders namely: 1) Lambert Trading, 2) JMO Consumer Goods Trading, 3) SMS Marketing, and 4) MCSA Marketing participated in the pre-bid conference on October 4, 2024;

**WHEREAS**, bid proposals from five (5) bidders, namely: 1) J.M.O. Consumer Goods Trading, 2) Lambert Trading, 3) MCSA Marketing, 4) Reneo Trading, and 5) SMS Marketing were received for the opening of bids on October 16, 2024;

**WHEREAS**, all five (5) bidders were declared eligible with financial proposals as follows:

Lot / Item	ABC (PhP)	Financial Bid (PhP)				
		J.M.O. Consumer Goods Trading	Lambert Trading	MCSA Marketing	Reneo Trading	SMS Marketing
Lot A (Building and Utility Supplies)	639,342.90	no bid	<b>394,854.00</b>	489,925.00	470,142.00	429,622.15
Lot B (Office Furniture)	1,360,653.00	1,107,820.00	no bid	no bid	1,178,325.00	<b>1,064,065.00</b>
Total	1,999,995.90	1,107,820.00	394,854.00	489,925.00	1,648,467.00	1,493,687.15

**WHEREAS**, upon evaluation of the TWG for Supplies and Materials, all 5 bidders were found to have complied with and responsive to all the requirements and conditions in the bidding documents;

**WHEREAS**, upon post-qualification of the TWG for Supplies and Materials, Lambert Trading (Lot A), and SMS Marketing (Lot B) were found to have the lowest, complying, and responsive bids;

- more -





**DOST-PCAARRD**

Department of Science and Technology

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES  
RESEARCH AND DEVELOPMENT**



pg2 of BAC Resolution No. G-24-69-EPA

**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED to declare: 1) **Lambert Trading** as the bidder with the lowest calculated responsive bid for Lot A in the total amount of THREE HUNDRED NINETY-FOUR THOUSAND EIGHT HUNDRED FIFTY-FOUR PESOS ONLY (PhP394,854.00), and 2) **SMS Marketing** as the bidder with the lowest calculated responsive bid for Lot B in the total amount of ONE MILLION SIXTY-FOUR THOUSAND SIXTY-FIVE PESOS ONLY (PhP1,064,065.00) and to recommend to the Executive Director of PCAARRD the award of contract at its respective bid price.

**Bids and Awards Committee:**

  
**ROMEO P. SANTIAGO**  
Member

  
**SUSAN L. GARCIA**  
Member

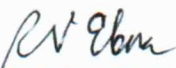
  
**RICHARD E. AMANSEC**  
Member

  
**FEZOIL LUZ C. DECENA**  
Member

  
**JUANITO T. BATALON**  
Vice Chairperson

  
**MELVIN B. CARLOS**  
Chairperson

Approved:

  
**REYNALDO V. EBORA**  
Executive Director  
Date: 12/27/24





**Award Notice Abstract (Ref No.: 5319917)**

**Status: Posted**

<p><b>Reference Number:</b> 11291045</p> <p><b>Control Number:</b> IB Nos. 24-09-20a to 20b EPA</p> <p><b>Bid Notice Title:</b> Supply and Delivery of Q1 CY 2025 Office Supplies - EPA</p> <p><b>Approved Budget:</b> Php1,999,995.90</p> <p><b>Procurement Mode:</b> Public Bidding</p> <p><b>Classification:</b> Goods</p> <p><b>Category:</b> Office Supplies and Devices</p> <p><b>Applicable Procurement Rules:</b> Implementing Rules and Regulations</p> <p><b>Funding Source:</b> Government of the Philippines (GOP)</p> <p><b>Funding Instrument:</b> National Expenditure Program (NEP) for the succeeding year - Single Year</p> <p><b>Area of Delivery:</b> Laguna</p> <p><b>Delivery Period:</b> 30 Day/s</p> <p><b>Contact Person:</b> Chairperson, BAC</p> <p><b>Created By:</b> Jose Raymond Manalo</p>	<p align="center"><b>DEPARTMENT OF SCIENCE AND TECHNOLOGY-PCAARRD</b> Paseo de Valmayor, Timugan, Los Baños Laguna, Region IV-A, Philippines</p> <p align="center"><b>Office Supplies and Devices</b></p> <p><b>Awardee :</b> SMS MARKETING</p> <p><b>Address :</b> Highway Batong Malaki Los Baños Laguna, Region IV-A, Philippines</p> <p><b>Contact Person :</b> Nela C Sotalbo</p> <p><b>Designation :</b> Proprietor</p> <table border="1"> <thead> <tr> <th data-bbox="384 580 416 630">#</th> <th data-bbox="416 580 1038 630">Product/Service/Project Name</th> <th data-bbox="1038 580 1257 630">Budget</th> </tr> </thead> <tbody> <tr> <td data-bbox="384 630 416 687">2</td> <td data-bbox="416 630 1038 687">Office Supplies and Devices, Office Supplies Consumables, 44120000, 1727, Piece</td> <td data-bbox="1038 630 1257 687">Php1,360,653.00</td> </tr> </tbody> </table> <p><b>Reason for Award :</b> lowest calculated and most responsive bid</p>	#	Product/Service/Project Name	Budget	2	Office Supplies and Devices, Office Supplies Consumables, 44120000, 1727, Piece	Php1,360,653.00	<p><b>Award Type:</b> Award Notice</p> <p><b>Contract Amount:</b> Php1,064,065.00</p> <p><b>Award Date:</b> 06-Jan-2025</p> <p><b>Publish Date:</b> 22-Jan-2025</p> <p><b>Date Last Updated:</b> 22-Jan-2025</p> <p><b>Created By:</b> Jose Raymond Ajes Manalo</p> <p><b>Date Created:</b> 22-Jan-2025</p> <p><b>Approver:</b></p> <p><b>View Documents:</b> 2</p>
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2	Office Supplies and Devices, Office Supplies Consumables, 44120000, 1727, Piece	Php1,360,653.00						