

2019-10-30/0



Republic of the Philippines  
Department of Agriculture  
**SUGAR REGULATORY ADMINISTRATION**  
Sugar Center Bldg., North Ave., Diliman, Quezon City  
Philippines 1101  
TIN 000-784-336

OFFICE OF THE MANAGER III	
PLANNING, POLICY & SPECIAL PROJECTS DEPARTMENT (PPSPD)	
Received by :	<i>Alia</i>
Date :	<i>10-25-19</i>
Time :	<i>2:30 pm</i>
Tracking No. :	

MEMO-BAC-2019-Oct-0/3

**NOTICE TO PROCEED**

October 14, 2019

**MS. MARJORIE S. MERCADO**  
Account Manager  
**DCI INTERNATIONAL IT SOLUTIONS & SERVICES CORP.**  
3A Comtal Building, L1 D1 Victoria's Place  
C. Raymundo Avenue,  
Caniogan, Pasig City

Dear **Ms. Mercado**:

The attached Contract Agreement (**Purchase Order No. 19-10-360 dtd. September 30, 2019**) having been approved, notice is hereby given to **DCI INTERNATIONAL IT SOLUTIONS & SERVICES CORP.**, that work may commence on the **SUPPLY AND DELIVERY OF VARIOUS BRAND NEW LAPTOP COMPUTERS (RE-BIDDING) - (Lot No. 7)**, effective upon receipt of this notice.

Thus, you shall be 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 **Sugar Regulatory Administration**.

Very truly yours,

*[Signature]*  
**HERMENEGILDO R. SERAFICA**  
Administrator

I acknowledged receipt of this Notice on OCTOBER 24, 2019

Name of the Representative of the Bidder: MARJORIE S. MERCADO

Authorized Signature: *[Signature]*







**PURCHASE ORDER**  
 Sugar Regulatory Administration  
 North Avenue, Diliman, Quezon City  
 Telefax No. (02) 929-61-36

SUGAR REGULATORY ADMINISTRATION  
**RECEIVED**  
 OCT 10 2019

To : DCI INTERNATIONAL IT SOLUTIONS & SERVICES CORP.  
 Address : 3A Comtal Building, L1 D1 Victoria's Place C. Raymundo Avenue, Carigara, Pasig City  
 TIN : \_\_\_\_\_

P.O. No. 19-10-381  
 Date September 30, 2019  
 Mode of Procurement: \_\_\_\_\_

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

Place of Delivery : \_\_\_\_\_ Delivery Term : within 45 calendar days  
 Date of Delivery : \_\_\_\_\_ Payment Term: \_\_\_\_\_

**THIS ORDER IS SUBJECT TO THE CONDITIONS PRINTED AT THE BACK HEREOF.**

Stock No.	Unit	Description	Qty.	Unit Cost	Total Cost
	units	HP Probook 430 G6 Notebook PC Processor: Intel core i5-8265U w/ Intel UHD Graphics 620 (1.5 GHz base frequency, up to 3.9 GHz w/ intel Turbo Boost Technology, 6MB L3 cache, 4 cores Memory: 16 GB Storage: 512GB Optical Drive: No ODD OS: Windows 10 Connectivity: Ethernet/WIFI, Bluetooth Display: 13.3"	3	59,000.00	177,000.00
		NOTE: 1.All laptop must include carrying bag. 2. All laptop with warranty for parts and service 3. Item/s will be delivered to SRA North Avenue Diliman Q.C.			
		AS PER BID OFFER	TOTAL		177,000.00

SUGAR REGULATORY ADMINISTRATION  
 BUDGET & TREASURY DIVISION  
 PROGRAM/PROJECT: 1.2.1-AA-2  
 UND: 50  
 ACCOUNT SYMBOL: 10605030  
 AMOUNT: 177,000.00  
 ALLOTMENT AVAILABLE: \_\_\_\_\_  
 Theresa C. Ricafort  
 Budget Officer IV

(Total Amount in Words) ONE HUNDRED SEVENTY SEVEN THOUSAND PESOS  
 In case of failure to make delivery/services within the time specified above, a penalty of one tenth (1/10) of one percent for every day of delay shall be imposed.

Very truly yours,  
  
**HERMENEGLDO R. SERAFICA**  
 Administrator  
 (Authorized Official)

Conforme:  
  
**MARJORIE C. MERCADO**  
 (Signature over printed Name of Supplier)  
10/24/19  
 Date

Funds Available: 177,000.00  
**ERLINDA J. ARACAN** af. 10/2  
 Chief Accountant

BUR No. : \_\_\_\_\_  
 Amount : \_\_\_\_\_