



## NOTICE TO PROCEED

PO No. : PO20-00299-NCSE  
 NOA No. : 2020-PSNOA019-BACNOA7-DFA

**MR. MICHAEL J. DALUMPINES**  
 Chairman and President  
**APO Production Unit, Inc.**  
 2/F PIA Building, Visayas Avenue  
 Brgy. VASRA, Quezon City  
 Contact No.: 8925 8401 / 8282 5309 local 238  
 email: sales@apo.gov.ph

*RECEIVED ORIGINAL COPY*  
  
*✓ 117 CEM / CORRALDO*  
*6-25-2020*

**Dear Mr. Dalumpines:**

The attached Contract Agreement having been approved, notice is hereby given to **APO Production Unit**, that performance for the **Supply and Delivery of Data Capturing Machine and Peripherals for the Department of Foreign Affairs (DFA)** under **AMP No. 20-001-7** conducted on **23 January 2020 (Opening of Quotation)**, shall commence effective on the date of receipt of this Notice:

LOT NO.	ITEM DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	DATA CAPTURING MACHINES AND PERIPHERALS	163 sets	359,106.24	₱58,534,317.12

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 Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

for   
 6/22/2020  
**LLOYD CHRISTOPHER A. LAO**  
 Undersecretary/OIC-Executive Director

Date of receipt of this Notice:

23 JUN 2020

Name of Authorized Representative:

MICHAEL J. DALUMPINES

Signature of Authorized Representative:



# CONTRACT/PURCHASE ORDER

No. **PO20-00299-NCSE**

To: **APO PRODUCTION UNIT, INC.**  
 2/F Pia Building, Visayas Avenue,  
 Brgy. Vasra, Quezon City

Date June 15, 2020  
 Reference: **PUBLIC**  
**BIDDING No. AMP 20-001-7**  
 Date of PB: 01/23/2020

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. XXX dated XXX subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
1	<b>DATA CAPTURING MACHINES AND PERIPHERALS/</b>  163 sets of the following: a. Mobile Workstation / b. Ten-print Livescan Fingerprint scanners / c. Flat Bed scanner / d. Signature pad / e. Camera / f. Barcode scanner / g. Antivirus / h. Hardcase / i. Enrollment Software / j. Warranty / k. DCM Technical Support Service Maintenance /  Note: For complete and detailed specifications, please refer to the attached Technical Evaluation Report which form part of this Purchase Order.	163	set	359,106.24	58,534,317.12
<b>TOTAL AMOUNT</b>					<b>₱ 58,534,317.12</b>

PLACE OF DELIVERY:  
 See above project site.

DELIVERY INSTRUCTIONS:  
 Within sixty three (63) calendar days from receipt of the Notice to Proceed (refer to "Annex C" of the Terms of Reference) ✓

FUNDS AVAILABILITY CERTIFIED BY:  
  
**ALLAN FAITH M. CATALAN**  
 ACCOUNTANT

6/18/2020  
 DATE

AUTHORIZED BY:  
  
**USEC. LLOYD CHRISTOPHER A. LAO**  
 DIRECTOR

06/02/2020  
 DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof.

**APO PRODUCTION UNIT, INC.**  
 NAME OF SUPPLIER

**MICHAEL J. DALAMPINES**  
 AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

2 JUN 2020  
 DATE RECEIVED

\_\_\_\_\_  
 DUE DATE

COPY FOR: SUPPLIER



# CONTRACT/PURCHASE ORDER

No. **PO20-00299-NCSE**

To: **APO PRODUCTION UNIT, INC.**  
 2/F Pia Building, Visayas Avenue,  
 Brgy. Vasra, Quezon City

Date June 15, 2020  
 Reference: **PUBLIC**  
**BIDDING No. AMP 20-001-7**  
 Date of PB: 01/23/2020

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. XXX dated XXX subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
	<p>The inspections and tests that will be conducted shall be in accordance with Section VII. Technical Specifications.</p> <p>A warranty covered by either retention money or special bank guaranty equivalent to at least 1% of the payment on the contract price shall be required for a period of seven (7) years after acceptance.</p> <p>Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference: R.A. 9337 Revenue Regulation Nos. 15-05, 14-02, 12-01 &amp; 2-98</p> <p>The following documents shall be deemed to form and be read and construed as part of this Purchase Order viz:            a) the Supplier's Bid, including the Technical and Financial Proposals, and all other documents/statements submitted (e.g. bidder's response to clarifications on the bid), including corrections to</p>				
<b>TOTAL AMOUNT</b>					P 58,534,317.12

<b>PLACE OF DELIVERY:</b> See above project site.	<b>DELIVERY INSTRUCTIONS:</b> Within sixty three (63) calendar days from receipt of the Notice to Proceed (refer to "Annex C" of the Terms of Reference)
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<b>FUNDS AVAILABILITY CERTIFIED BY:</b>  <b>ALLAN RAMIL M. CATALAN</b> ACCOUNTANT	<b>DATE</b> <u>6/18/2020</u>	<b>AUTHORIZED BY:</b>  <b>USEC. LLOYD CHRISTOPHER A. LAO</b> DIRECTOR	<b>DATE</b> <u>6/22/2020</u>
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Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:			
<b>APO PRODUCTION UNIT, INC.</b> NAME OF SUPPLIER	 <b>MICHAEL J. DALUMPINES</b> AUTHORIZED REPRESENTATIVE (SIGNATURE OVER PRINTED NAME)	<u>23 JUN 2020</u> DATE RECEIVED	_____ DUE DATE

COPY FOR: SUPPLIER



CONTRACT NO. PO20-00299-NCSE  
 DATE: 01/23/2020

# CONTRACT/PURCHASE ORDER

No. **PO20-00299-NCSE**

To: **APO PRODUCTION UNIT, INC.**  
 2/F Pia Building, Visayas Avenue,  
 Brgy. Vasra, Quezon City

Date June 15, 2020  
 Reference: **PUBLIC**  
**BIDDING No. AMP 20-001-7**  
 Date of PB: 01/23/2020

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
	<p>the bid resulting from the Procuring Entity's bid evaluation;</p> <p>b)the Schedule of Requirements;</p> <p>c)the Technical Specifications;</p> <p>d)the General Conditions of Contract;</p> <p>e)the Special Conditions of Contract;</p> <p>f)the Performance Security; and</p> <p>g)the Entity's Notice of Award</p> <p>-Please submit DR/Invoice &amp; copy of P.O. to the inspection Division after direct delivery of this item.</p> <p>-As a precondition for payment, please submit authenticated import documents per DOF Order No. 87-91, if applicable.</p> <p>-For the DEPARTMENT OF FOREIGN AFFAIRS            Reference: APR No.13-0297S</p>				
<b>TOTAL AMOUNT</b>					P= <u>58,534,317.12</u>

**PLACE OF DELIVERY:**  
 See above project site.

**DELIVERY INSTRUCTIONS:**  
 Within sixty three (63) calendar days from receipt of the Notice to Proceed (refer to "Annex C" of the Terms of Reference)

**FUNDS AVAILABILITY CERTIFIED BY:**  
  
ALLAN PAUL M. CATALA  
 ACCOUNTANT  
6/18/2020  
 DATE

**AUTHORIZED BY:**  
  
 FOR USEC LLOYD CHRISTOPHER A. LAO  
 DIRECTOR  
6/22/2020  
 DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

APO PRODUCTION UNIT, INC.  
 NAME OF SUPPLIER

MICHAEL J. BALUMPINES  
 AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

23 JUN 2020  
 DATE RECEIVED

\_\_\_\_\_ DATE

COPY FOR: SUPPLIER



Republic of the Philippines  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
**PROCUREMENT SERVICE - PhilGEPS**

PS-DBM Complex  
 Cristobal St., Paco  
 Metro Manila  
 Tel. Nos 563-93-61  
 689-7750 loc. 4020

CONTRACT NO. 12000-0000-0000

# CONTRACT/PURCHASE ORDER

No. **PO20-00299-NCSE**

To: **APO PRODUCTION UNIT, INC.**  
 2/F Pia Building, Visayas Avenue,  
 Brgy. Vasta, Quezon City

Date June 15, 2020  
 Reference: **PUBLIC**  
**BIDDING No. AMP 20-001-7**  
 Date of PB: 01/23/2020

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

Item No.	ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY	UNIT	UNIT PRICE	AMOUNT
	<b>PROJECT NAME: Supply and Delivery of Data Capturing Machines and Peripherals for the Department of Foreign Affairs (DFA)</b>  <b>PROJECT SITE:</b> <b>DFA ASEANA</b> Brado Avenue corner Macapagal Boulevard ASEANA Business Park, Brgy. Tambo Paranaque City 1714, Metro Manila				
<b>TOTAL AMOUNT</b>					<b>₱ 58,334,317.12</b>

**PLACE OF DELIVERY:**  
 See above project site.

**DELIVERY INSTRUCTIONS:**  
 Within sixty three (63) calendar days from receipt of the Notice to Proceed (refer to "Annex C" of the Terms of Reference)

**FUNDS AVAILABILITY CERTIFIED BY:**  
  
**ALLAN RAUL M. CATALAO**  
 ACCOUNTANT  
6/18/2020  
 DATE

**AUTHORIZED BY:**  
 For   
**USBC LLOYD CHRISTOPHER A. LAO**  
 DIRECTOR  
6/17/2020  
 DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

**APO PRODUCTION UNIT, INC.**  
 NAME OF SUPPLIER

**MICHAEL J. DALMONINES**  
 AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

2020  
 DATE RECEIVED

          
 DUE DATE

COPY FOR: SUPPLIER