Republic of the Philippines *Department of Justice* LAND REGISTRATION AUTHORITY **REFERENCE SLIP**	Date 02-20-2025

For: THE ADMINISTRATOR
Hon. Gerardo Panga Sirios
Thru Channels

☐ Your Approval ☐ Your Signature ☐ Your Decision ☐ Note & Forward ☐ Note & Return ☐ Note & File ☐ Note & Destroy File ☐ Your Information ☐ Return as Requested	☐ See Me ☐ Let's Discuss ☐ For Appropriate Action ☐ Investigate & Report ☐ More Details ☐ Your Comments ☐ Reply for my Signature ☐ Reply Directly

Sir:

Respectfully forwarding for His Honor's signature of herein attached **Purchase Order No. S-02-01-2025** for the **Supply and Delivery of Plaques for Service Awardees** for the use of the Central Office, this Authority.

Thank you po!

From: ROBERT PAUL REMEGIO T. ANCHETA
Chief, Property and Supply Section

PURCHASE ORDER
LAND REGISTRATION AUTHORITY
Pursuant to LRA BAC-PGSM No. 2025-06

TJ's Clear Art	P.O. No. : **S-002-01-2025**
Address: 11B Felicia St., San Antonio Homes	Date : January 28, 2025
TIN : _____	Mode of Procurement :Small Value Procurement

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

Place of Delivery : LRA, East Avenue, Quezon City	Delivery Term : **on or before January 30, 2025** upon receipt of N.T.P & P.O
Date of Delivery : _____	Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pieces	**Supply and Delivery of Plaques for Service Awardees** **Specification:** • Sizes: 10 inches'x 12 mm • Total Height: 6 inches to 12 inches • Material: Glass • Thickness: 12 mm • Number: 20 pieces • With digitally etched text and logo	20	1,450.00	29,000.00
	N O T E :	GOODS SUPPLIED AND DELIVERED ARE SUBJECT TO INSPECTION AND ACCEPTANCE. RETURN/EXCHANGE OF NON CONFORMING PRODUCTS APPLIES.			
(Total Amount in Words)		Twenty-Nine Thousand Pesos			**29,000.00**

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:

_____
Signature over Printed Name of Supplier

_____
Date

Very truly yours,

GERARDO PANGA SIRIOS
Signature over Printed Name of Authorized Official

Administrator
Designation

Fund Cluster : _____	**ORS/BURS No. :** _____
Funds Available : _____	**Date of the ORS/BURS:** _____
JAIRUS M. CABUSI	**Amount :** _____
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit	

PURCHASE REQUEST

Pursuant to LRA BAC-PGSM No. 2025-06

Entity Name: LAND REGISTRATION AUTHORITY Fund Cluster: _____

Office/Section:	PR No.: 02012025 Responsibility Center Code: _____	Date: January 28, 2025

Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pieces	**Supply and Delivery of Plaques for Service Awardees** **Specification:** • Sizes: 10 inches'x 12 mm • Total Height: 6 inches to 12 inches • Material: Glass • Thickness: 12 mm • Number: 20 pieces • With digitally etched text and logo	12	2,416.67	29,000.00
					29,000.00

Purpose:	For the use during the LRA 122nd Anniversary

	Requested by:	Approved by:
Signature :		
Printed Name:	ROBERT PAUL REMEDIO T. ANCHETA	GERARDO PANGA SIRIOS
Designation :	Chief, Property & Supply Section	Administrator

REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Diliman, Quezon City

28 January 2025

MS. MIRIAM L. ALIMON
Authorized Representative
TJ's Clear Arts
11B Felicia St., San Antonio Homes Culiat, Quezon City

NOTICE TO PROCEED
Pursuant to LRA BAC-PGSM Resolution No. 2025-06

Dear **Ms. Alimon**:

On 27 January 2025, the Bids and Awards Committee for Non-Infrastructure (BAC Non-Infra) issued BAC Resolution No. 2025-06 declaring **TJ's Clear Arts** as the **Single Calculated and Responsive Quotation (SCRQ).** Thus, on the same date, Notice of Award was issued in its favor.

With reference to the Purchase Order No. S-002-01-2025 for the Supply and Delivery of Plaques for Service Awardees, this Notice to Proceed shall commence upon signing of your conforme on the space provided below, pursuant to Article XI, Section 37 of Republic Act No. 9184.

Thank you.

Very truly yours,

GERARDO PANGA SIRIOS
Administrator

Conforme:

_____
MS. MIRIAM L. ALIMON
Authorized Representative
TJ's Clear Arts

REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Diliman, Quezon City

17 January 2025

MS. MIRIAM L. ALIMON
Authorized Representative
TJ's Clear Art
11B Felicia St, San Antonio Homes, Culiat,
Quezon City

SUBJECT: NOTICE OF AWARD
Pursuant to LRA BAC-PGSM Resolution No. 2025-006

Dear **Ms Alimon:**

This is in reference to the Small Value Procurement (SVP) conducted by the Bids and Awards Committee for Non-Infrastructure (LRA-BAC Non-Infra) for the **Supply and Delivery of Plaque for Service Awardees.**

We hereby issue this **Notice of Award** considering that you have submitted the single calculated and responsive quotation in the amount of **Twenty-Nine Thousand Pesos (PHP 29,000.00), VAT Inclusive**, pursuant to Section 37 of Republic Act No. 9184.

Please acknowledge your conformity by affixing your signature.

Very truly yours,

GERARDO PANGA SIRIOS
Administrator
Date Signed:

Conforme:

MS. MIRIAM L. ALIMON
Authorized Representative
TJ's Clear Art
Date Signed: