



**NATIONAL FOOD AUTHORITY**  
**Southern Tagalog Regional Office (Region IV)**



Balagtas, Batangas City 4200 Tel No. (043) 724-7481 Fax (043) 783-3325

[region4@nfa.gov.ph](mailto:region4@nfa.gov.ph)

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**REGIONAL PROCUREMENT COMMITTEE (RPC)**

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**RESOLUTION NO. RO4-RPC-GOODS-2025-F-003**

**RESOLUTION RECOMMENDING THE AWARD FOR THE PROCUREMENT OF  
CUSTOMIZED CONFERENCE PARTICIPANTS KIT FOR THE CONDUCT OF BACK-  
TO-BACK OPERATIONS AND INTEGRATED NATIONAL PLANNING CONFERENCE  
FOR CY 2025 THROUGH SMALL VALUE PROCUREMENT (Section 53.9)**

**WHEREAS**, in reference to Memorandum 2025 coded OCD-OPMD-PRS-06-123 dated June 17, 2025, NFA Region IV's is requested to assist on the Conduct the Back-to-Back Operations and Integrated National Planning Conference for CY 2026-2029;

**WHEREAS**, this conference has an allocated budget of **One Hundred Seventy Thousand One Hundred Fifty-Six Pesos and 50/100 (P 170,156.00)** for Supplies and Materials covered under ASA No. 2025-MOOE-IV-02-027;

**WHEREAS**, on June 23, 2025, the Office of the Corporate Planning and Management Services (CPMSD) provided the specific list of supplies needed during the conference per **Memorandum CPMSD-2025-06-41 dated June 23, 2025**;

**WHEREAS**, in compliance to these Memoranda, the NFA Region IV Regional Procurement Committee (RPC) posted a Request for Quotation for the Procurement of Customized Conference Participants Kit for the conduct of Back-To-Back Operations and Integrated National Planning Conference for CY 2025;

**WHEREAS**, the Request for Quotation was posted at the PhilGEPS and NFA website from June 20-25, 2025 and at the NFA Regional Office's conspicuous places;

**WHEREAS**, distribution of Request for Quotation (RFQ) to prospective suppliers was done to the following namely: (a) Goldmine Printing Press Corporation; (b) Joaxjill Consumer Goods Trading; (c) Stain Art Design and Prints;

**WHEREAS**, on the deadline of submission of the Request of Quotation and other documentary requirements set on June 25, 2025 at 9:00 AM, the secretariat obtained one (1) quotation through manual submission from Joaxjill Consumer Goods Trading;



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**WHEREAS**, upon careful evaluation of the submitted documents using the criteria set forth in the Technical and Financial proposal on June 25, 2025, the results as follows:

Date Rcv'd	Total ABC (P)	Bidder	Requirements		Offer (P)	Ranking
			Technical	Financial		
06/24	106,145.00	Joaxjill Consumer Goods Trading	Complying	Complying	106,122.00	Single Calculated Quotation

**WHEREAS**, an Abstract of Quotation was prepared and signed by the members of the RPC on the same day of the opening of quotations;

**WHEREAS**, on the validation and thorough evaluation of the documents and quotations submitted, RPC declared Joaxjill Consumer Goods Trading offer as the Single Calculated and Responsive Quotation;

**NOW THEREFORE**, we, the members of the Regional Procurement Committee (RPC), hereby **RESOLVE** as it is hereby **RESOLVED** to recommend to the Head of Procurement Entity (HoPE) the award of contract to **JOAXJILL CONSUMER GOODS** the Procurement of Customized Conference Participants Kit for the Conduct of Back-To-Back Operations and Integrated National Planning Conference for CY 2025 through Small Value Procurement -Section 53.9 amounting to **One Hundred Six Thousand One Hundred Twenty-Two Pesos (P106,122.00)**.

**RESOLVED**, this 25<sup>th</sup> day of June 2025 at the 3<sup>rd</sup> Floor Conference Room, NFA Southern Tagalog Region Building, Balagtas, Batangas City.

**ENDORSED BY:**


**REGIONAL PROCUREMENT COMMITTEE (RPC)**

  
**ATTY. MARKO C. CALLANTA**  
RPC Chairperson

  
**MARIA PAZ D.T. DE CHAVEZ**  
RPC Vice-Chairperson

  
**SHERRY CHRISTINE B. MILANES**  
RPC Member

  
**JOHANNIE MARIE O. LEYBA**  
RPC Member

  
**BRYAN ATIENZA**  
RPC Member



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**RECOMMENDED BY:**


**REGIONAL BIDS AND AWARDS COMMITTEE (RBAC)**

  
**ATTY. MARKO C. CALLANTA**  
RBAC Chairperson

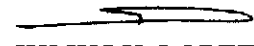
  
**HAROLD D. CUARTERO**  
RBAC Vice-Chairperson

  
**ELIMAR C. BEGINDIN**  
RBAC Member


  
**JOEWELL A. MONREAL**  
RBAC Member

  
**DENNIS N. MEJICO**  
RBAC Member

  
**GERARD V. LIM**  
RBAC Member

  
**JULIUS U. LOPEZ**  
RBAC Member

**Approved:**

  
**BEVERLY M. NAVARRO**  
Head of Procuring Entity (HoPE)  
*Date Approved: June 25, 2025*



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## NOTICE OF AWARD

June 25, 2025

**MARINELLE G. LONTOK**

Authorized Representative

JOAXJILL CONSUMER GOODS TRADING

Dumantay, Batangas City

**Dear Ms. Lontok:**

We are pleased to notify you that your Price Quotation dated June 20, 2025 for the ***"Procurement of Customized Conference Participants Kit for the Conduct of Back-To-Back Operations and Integrated National Planning Conference for CY 2025"*** through Small Value Procurement with a total contract price of **One Hundred Six Thousand One Hundred Twenty-Two Pesos (Php 106,122.00)**, is hereby accepted.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other copy to the National Food Authority – Regional Office IV, Balagtas, Batangas City.

Very truly yours,

**BEVERLY M. NAVARRO**

Regional Manager II/

Head of Procuring Entity (HOPE)

CONFORME:

NAME : MARINELLE G. LONTOK

POSITION : Authorized Representative

SIGNATURE : [Signature]

DATE : June 25, 2025

**PURCHASE ORDER**  
**NATIONAL FOOD AUTHORITY**  
Entity Name

<b>Supplier :</b>	<b>IOAXJILL CONSUMER GOODS TRADING</b>	<b>P.O. No. :</b>	<b>PO-R04-2025-06-</b>
<b>Address :</b>	<b>Dumantay, Batangas City</b>	<b>Date :</b>	<b>June 25, 2025</b>
<b>TIN :</b>	<b>218-202-838-000</b>	<b>Mode of Procurement :</b>	<b>Small Value Procurement</b>

Gentlemen:

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

Place of Delivery :	NFA Regional Office IV, Balagtas, Batangas City		Delivery Term : Free Delivery		
Date of Delivery :	Delivery shall be on or before June 28, 2025		Payment Term: Check payment within thirty (30) calendar days from the submission of claim voucher & complete supporting documents.		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Customized Conference Participants Kit for the Conduct of Back-to-Back Operations and Integrated Planning Conference for CY 2025</b>			<b>₱106,122.00</b>
		<i>Items &amp; Minimum Requirements:</i>			
	PC	<b>1. Tote Bag, 12x14"</b> Material: Canvass Fabric Color: Brown color variants Cutsomization: NFA Logo Text: National Planning CY 2025	69		
	PC	<b>2. Notebook, A5</b> Stock: Moleskine Notebook Pages: 80-100 leaves Color: Brown color variants Cutsomization: NFA Logo Text: National Planning CY 2025	69		
	PC	<b>3. Pen, Ballpoint, Black Ink</b> Cutsomization: NFA Logo	69		
	PC	<b>4. ID Lanyard and ID Case</b> Lace Material: Polyester or Nylon Width: (Regular size):15mm or 20mm Length: Approx. 914mm circumference/ 18 inches drop Cutsomization: NFA Logo Text: National Planning for CY 2025	69		
	PC	<b>5. Lei, Premium</b> Pin Size: 2" Button Pin (NFA Logo) Necklace size: 5cm	69		
	PC	<b>6. Polo Shirt, Dry fit with Sublimation Print</b> Material: Polydex Texture: Plain Smooth	69		

**(Total Amount in Words) ONE HUNDRED SIX THOUSAND ONE HUNDRED TWENTY-TWO PESOS ONLY P106,122.00**

**TERMS AND CONDITIONS**

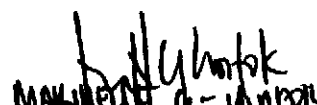
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Very truly yours,


**BEVERLY M. NAVARRO**

Signature over Printed Name of Authorized Official  
**Regional Manager II**  
Designation

Conforme:

  
**IOAXJILL CONSUMER GOODS TRADING**  
June 25, 2025  
Date

**Fund Cluster :**  
**Funds Available :** P106,122.00 Rebecca H. Andal  
**REBECCA H. ANDAL**  
Regional Accountant

**ORS/BURS No. :**  
**Date of the ORS/BURS:**  
**Amount :**



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**NOTICE TO PROCEED**

June 26, 2025

**MARINELLE G. LONTOK**  
Authorized Representative  
JOAXJILL CONSUMNER GOODS TRADING  
Dumantay, Batangas City

**Dear Ms. Lontok:**

Relative to the Notice of Award, which you received on **June 25, 2025**, for the project with reference number **RO4-RPC-GOODS-2025-002**, entitled *"Procurement of Customized Conference Participants Kit for the Conduct of Back-to-Back Operations and Integrated National Planning Conference for CY 2025"*, please be informed that the **delivery shall be on or before June 28, 2025**.

Kindly acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please retain one copy for your records and return the other to the **National Food Authority – Regional Office IV, Balagtas, Batangas City**.

Thank you for your cooperation.

Very truly yours,

**BEVERLY M. NAVARRO**  
Regional Manager II  
National Food Authority – Regional Office IV

**Conforme:**

I hereby acknowledge receipt and acceptance of this notice.

**MARINELLE G. LONTOK**  
Authorized Representative  
JOAXJILL CONSUMER GOODS TRADING

Date: June 26, 2025

