



**NOTICE TO PROCEED**

**MS. MAITA B. MONATO**

Account Manager

**GIGATECH GADGETS AND ACCESSORIES SHOP**

91-C Lucia St. West Grace Park

Caloocan, Metro Manila, Philippines 1406

0917-634-6881

Dear Ms. Monato:

The attached Notice of Award (NOA), in connection with the Procurement of **Laptop** with LIBI BAC Resolution No. 004, series of 2023 having been approved, Notice is hereby given to **GIGATECH GADGETS AND ACCESSORIES SHOP** that you may now proceed with the terms and conditions under the signed contract effective on March 27, 2023, after the receipt of this notice.

You are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scope of work schedule.

Issued pursuant to the provisions of Republic Act 9184, otherwise known as "Government Procurement Reform Act and its implementing Rules and Regulations".

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 LIBI Administrative Unit.

Very truly yours,

**MARIO T. CANLAS**

OIC, General Manager

I acknowledge receipt of this Notice

**GIGATECH GADGETS AND ACCESSORIES SHOP**

By: \_\_\_\_\_  
Printed name and signature

\_\_\_\_\_  
Date





**LBP (Land Bank of the Phils.)  
INSURANCE BROKERAGE, INC.**  
(A Landbank Subsidiary)  
12/F SSHG Law Centre, 105 Paseo De Roxas,  
Legaspi Village, Makati City  
VAT REG. TIN 000-160-097-00000

RIV NO.:	DATED: 03/27/2023	DATED: March 27, 2023
REQUISITION PERSON: LIB	PO NO.: <b>0000565</b>	

**PURCHASE ORDER**

**TO: GIGATECH GADGETS AND ACCESSORIES SHOP**  
TIN: 485-385-235-000  
Address: 91-C Lucia St. West Grace Park  
Business Style: Caloocan, Metro Manila, Philippines 1406

Gentlemen:  
Please supply us within \_\_\_\_\_ working days after receipt of this Purchase Order (PO) the item(s) listed below:

ITEM NO.	QTY.	UNIT	ITEM AND SPECIFICATION	UNIT PRICE	TOTAL
1	10	Unit/s	LENOVO IDEAPAD SLIM 3I Arctic Grey 4Q CY2022 Intel i5-1155G7 16GB DRR4 512GB SSD + 1TB HDD 15.6" FHD (1920x1080) TN 250nits Anti-glare Windows 10 Pro/Windows 11 Pro Backlit Keyboard with Num-key 3Y Premium Care-IPENTRY (ESS) (5WS1B01000) Bag, Power Cord, Mouse High-Performance Business Laptop  Availability. Prices and stock availability are subject to change without prior notice. First P.O. First Serve. For Cash on delivery clients, we require an advance 50% payment upon receipt of purchase order and remaining 50% cash balance upon delivery. Deposits made are non-refundable and all items are cash basis or bank transfer only. Acknowledge the receipt based on the description and pricing listed above. Order is firm and strictly NO cancellation for whatever reason once accepted and signed the Sales Order Form or Purchase Order.  CONTACT PERSON: Maita B. Monato, Account Manager, 0917-634-6881 maita.m@gigatechph.com  — nothing follows —	59,900.00	599,000.00
				<b>TOTAL:</b>	<b>599,000.00</b>

PREPARED BY: <i>[Signature]</i> <b>RENALYN P. CAMEJA</b> BAC, Secretarial	RECOMMENDING APPROVAL: <i>[Signature]</i> <b>MELVIN D. BARNES</b> Administrative Officer	APPROVED BY: <i>[Signature]</i> <b>MARIO T. CANLAS</b> Officer-in-Charge, General Manager
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**TERMS AND CONDITIONS**

- The failure of the supplier to deliver the item(s) above within the specified period shall:
  - give LIBI the right to cancel this Order or make an open market purchase of the undelivered item(s) for which the supplier agrees to reimburse LIBI for all payments made in excess of our quoted unit price for the undelivered item(s); and
  - be subjected to a penalty charge equivalent to one-tenth of one percent (1/10 of 1%) of the total value of the undelivered item(s) for every day of non-delivery.
- This Purchase Order, together with all its terms and conditions, is accepted by the supplier with the warranty that they did not give nor they intend to give any amount of money or gift in any form whatsoever to any official or employee of the LBP Insurance Brokerage, Inc. for the purpose of securing this Purchase Order or having the payment hereof expedited. Violation of this warranty shall constitute sufficient ground for the LBP Insurance Brokerage, Inc. to revoke the Purchase Order and cause the supplier to be excluded from any further dealings with LIBI.

5 BKLTs (50 x 3) SN: 0000501-0000750  
BIR ATP NO. 047AU2022000000367  
Date of ATP: 02-16-2022; Expiry Date: 02-15-2027



FORMS INTERNATIONAL ENTERPRISES CORPORATION  
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"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES."

"THIS PURCHASE ORDER SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP."



SIGNATURE OVER PRINTED NAME OF  
SUPPLIER/CONTRACTOR