



# PURCHASE ORDER

Procurement Unit

Telephone No. : (045) 606-8110 local 157/142

**DELIVERY DUE DATE:** Pick-Up / COD

Supplier : <b>ALPHA DIGIZONE MARKETING</b>	P.O. No. : <u>2025-432</u>
Address : <u>#2702 Taft Ave St., Barangay 097, Pasay City, Metro Manila</u>	Date : <u>9/23/2025</u>
TIN : <u>237-156-457-000 VAT Reg</u>	Mode of Procurement : <u>Small Value Procurement (SVP)</u>
Contact No : <u>0908-811-9259</u>	

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

Place of Delivery : <b>TARLAC STATE UNIVERSITY</b>	Delivery Term : <u>Pick-Up</u>
Date of Delivery : _____	Payment Term : <u>COD</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
4	piece	<b>CAMERA SLIDER DOLLY CAR, Accsoon TopRig S60 Motorized Camera Slider (16.7")</b> Key Features: Camera Slider with Brushless Motor 16.7" Travel Distance 55° Panorama, Loop Mode, Time-Lapse 8.8 lb Horizontal Load Capacity NP-F Battery Plate, DC Input USB-C Power Output warranty: 1 Year store service warranty ***** <i>Purpose: for Student Hands-On Learning and Technical Proficiency in Multimedia Production (PR# 2025-07-242)</i>	1	22,990.00	<u>22,990.00</u>



**Twenty-Two Thousand Nine Hundred Ninety Pesos Only**

*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. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous events or changes in law, and national government policies.*

Conforme:

BOLOS, MARK  
 Signature over Printed Name of Supplier  
09/30/2025  
 Date

Very truly yours,

DR. ARNOLD E. VELASCO  
 President  
 Authorized Official  
 SEP 26 2025

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

JASPER A. YAUDER, CPA  
 Budget Officer

ORS/BURS No. : 02.00000.0000.00-2025

Date of the ORS/BURS: Sep 26, 2025

Amount : 22,990.00



# PURCHASE ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

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Supplier : <b>ALPHA DIGIZONE MARKETING</b>	P.O. No. : <u>2025-432</u>
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Please furnish this Office the following articles subject to the terms and conditions contained herein:

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**Twenty-Two Thousand Nine Hundred Ninety Pesos Only**

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Conforme:

\_\_\_\_\_  
Signature over Printed Name of Supplier

\_\_\_\_\_  
Date

Very truly yours,

DR. ARNOLD E. VELASCO  
President

Authorized Official  
SEP 26 2025

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

JASPER A. YAUDER, CPA  
Budget Officer

ORS/BURS No. : 02-MUM-2025-09-2289

Date of the ORS/BURS: Sep 26, 2025

Amount : 22,990.00



Republic of the Philippines  
**TARLAC STATE UNIVERSITY**  
 Romulo Blvd., Tarlac City

## OBLIGATION REQUEST AND STATUS

Serial No 02-206441-2025-09-2689

Date 25-Sep-2025  
 Fund Cluster 05-Special Budget

<b>Payee</b>	<b>ALPHA DIGIZONE MARKETING (P.O# 2025-432)</b>			
<b>Office</b>				
<b>Address</b>	#2702 Taft Ave St, Barangay 097, Pasay City, Metro Manila			
<b>Responsibility Center</b>	<b>Particulars</b>	<b>MFO/PAP</b>	<b>UACS Object Code</b>	<b>Amount</b>
CASS	PROCUREMENT OF CAMERA SLIDER DOLLY CAR - for Student Hands-On Learning and Technical Proficiency in Multimedia Production (PR# 2025-07-242)	3 01 00 0000	50203990 00	22,990.00
	<b>Total</b>			<b>22,990.00</b>

**A. Certified:** Charges to appropriations/allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal

**B. Certified:** Allotment available and obligated for the purpose/ adjustment necessary as indicated above.

Signature  
 Printed Name **DR. BRENDA LYN A. MANZANO**  
 Position DEAN, CASS  
 Date

Signature  
 Printed Name **JASPER A. YAUDER, CPA**  
 Position Budget Officer  
 Date **SEP 25 2025**

C. STATUS OF OBLIGATION							
Reference			Amount				
Date	Particulars	ORS/JEV Check/ADA TRA No.	Obligation	Payable	Payment	Balance	
			(a)	(b)	(c)	Not Yet Due (a-b)	Due and Demandable (b-c)
			22,990.00				



NOA #:2025-583

Republic of the Philippines  
**TARLAC STATE UNIVERSITY**

Romulo Blvd., San Vicente, Tarlac city  
Telephone (045) 606-8110 Local 157/142 Website: www.tsu.edu.ph

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**NOTICE OF AWARD**

September 16, 2025

**MR. MARK LESTER A. BOLOS**  
**ALPHA DIGIZONE MARKETING**  
#2702 Taft Ave. St., Barangay 097,  
Pasay City, Metro Manila

Dear Mr. Bolos,

After careful evaluation by the Bids and Awards Committee (BAC) following the Republic Act 9184 and through their recommendation, we are happy to notify you that the Quotation of **ALPHA DIGIZONE MARKETING** for the project: **PROCUREMENT OF CAMERA SLIDER DOLLY CAR** specifically item # 4 contained in PR# 2025-07-242 with an amount equivalent to **Twenty-Two Thousand Nine Hundred Ninety Pesos (Php. 22,990.00)**, has been accepted.

You are therefore required to deliver the items within **Thirty (30)** calendar days upon signing the Purchase Order. Failure to deliver the items as indicated in the Purchase Order shall constitute a sufficient ground for penalty of one-tenth (1/10) of one percent (1%) for every day of delay.

Your interest in this opportunity is highly appreciated and we look forward to the satisfactory performance of your obligation under this Project.

Very truly yours,

**DR. ARNOLD E. VELASCO**  
President

Conforme:

**MR. MARK LESTER A. BOLOS**  
**ALPHA DIGIZONE MARKETING**  
#2702 Taft Ave. St., Barangay 097,  
Pasay City, Metro Manila  
Date: 09-13-2025



NOA #:2025-583

Republic of the Philippines

**TARLAC STATE UNIVERSITY**

Romulo Blvd., San Vicente, Tarlac city

Telephone (045) 606-8110 Local 157/142 Website: www.tsu.edu.ph

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September 16, 2025

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Very truly yours,

  
**DR. ARNOLD E. VELASCO**  
President

Conforme:

**MR. MARK LESTER A. BOLOS**  
**ALPHA DIGIZONE MARKETING**  
#2702 Taft Ave. St., Barangay 097,  
Pasay City, Metro Manila  
Date: \_\_\_\_\_



**BAC Resolution Recommending Alternative Method of Procurement Through Negotiated Procurement Under Small Value Procurement and Recommending for Award of Contract (for ABCs with <Php 50,000.00)**

**RESOLUTION NO. GS379-2025**

**WHEREAS**, the Tarlac State University (TSU) **COLLEGE OF ARTS AND SOCIAL SCIENCES (CASS)** prepared the specifications for the procurement of the project: **PROCUREMENT OF CAMERA SLIDER DOLLY CAR** as per P.R. No. 2025-07-242 with an Approved Budget for the Contract (ABC) of **₱ 30,192.00**.

**WHEREAS**, the approved mode of procurement for the project, as indicated in the Annual Procurement Program for Fiscal Year 2025, was Small Value Procurement.

**WHEREAS**, only one (1) supplier responded to the Request for Quotation and tendered their quotations as presented below.

Item Nos.	LUCKY 2 NON-SPECIALIZED WHOLESALE TRADING	APERTURE TRADING CORPORATION	ALPHA DIGIZONE MARKETING
1 <sup>1</sup>	NO QUOTE	NO QUOTE	22,990.00
TOTAL AWARDED	NONE	NONE	22,990.00

**WHEREAS** the BAC evaluated the quotations and found that **ALPHA DIGIZONE MARKETING** has the lowest calculated quotation, and its quotation complied with all the requirements for Items No. 1 of the project.

**NOW, THEREFORE**, based on the foregoing findings, WE, the members of the Bids and Awards Committee, hereby **RESOLVE**, as it is hereby **RESOLVED**:

- a. to declare the Quotation of **ALPHA DIGIZONE MARKETING** for Items No. 1 of the project: **PROCUREMENT OF CAMERA SLIDER DOLLY CAR** as the Lowest Calculated and Responsive Quotation with the price of **TWENTY-TWO THOUSAND NINE HUNDRED AND NINETY PESOS (₱ 22,990.00)** and
- b. to recommend to the Head of the Procuring Entity the Award of Contract to **ALPHA DIGIZONE MARKETING** for Items No. 1 of the project: **PROCUREMENT OF CAMERA SLIDER DOLLY CAR**.

RESOLVED, at Tarlac State University, this 3<sup>rd</sup> day of September 2025.

  
WILMARK J. RAMOS  
Chairperson

  
GRACE N. ROSETE  
Vice Chairperson

  
RICO G. TOMAS  
Member

  
JASPER A. YAUDER  
Member

  
THEDA FLARE G. QUILALA  
Member

  
BRENDALYN A. MANZANO  
Member/End-User

Approved.  
  
DR. ARNOLD E. VELASCO  
President



Republic of the Philippines  
TARLAC STATE UNIVERSITY  
**BIDS AND AWARDS COMMITTEE**  
Romulo Blvd., San Vicente, Tarlac City  
Telefax: (045) 982-4630  
Website: www.tsu.edu.ph

**BAC Resolution Recommending Alternative Method of Procurement Through Negotiated Procurement Under Small Value Procurement and Recommending for Award of Contract (for ABCs with <Php 50,000.00)**

**RESOLUTION NO. GS379-2025**

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TOTAL AWARDED	NONE	NONE	22,990.00

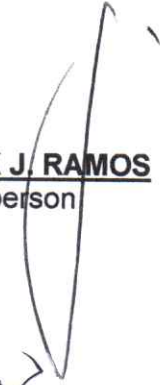
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RESOLVED, at Tarlac State University, this 3<sup>rd</sup> day of September 2025.

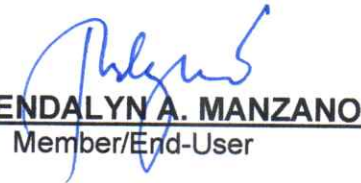
  
WILMARK J. RAMOS  
Chairperson

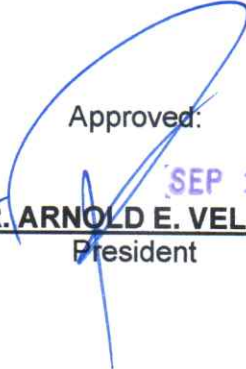
  
GRACE N. ROSETE  
Vice Chairperson

  
RICO G. TOMAS  
Member

  
JASPER A. YAUDER  
Member

  
THEDA FLARE G. QUILALA  
Member

  
BRENDALYN A. MANZANO  
Member/End-User

Approved:  
  
SEP 11 2025  
DR. ARNOLD E. VELASCO  
President



# ELIGIBILITY CHECKING & EVALUATION FORM

P.R./J.O. No.: 2025-07-242  
 RFQ: 368-2025  
 ABC: 30,192.00  
 Name of the Project: PROCUREMENT OF CAMERA SLIDER DOLLY CAR  
 End-user: CASS

Date: 08/19/2025

ITEM NO.	NAME OF SUPPLIERS			ITEM DESCRIPTION	ABC (UNIT COST)
	LUCKY 2 NON-SPECIALIZED WHOLESALE TRADING	APERTURE TRADING CORPORATION	ALPHA DIGIZONE MARKETING		
14	NO REPLY	NO REPLY	22,990.00	<b>CAMERA SLIDER DOLLY CAR,</b> Material: Alloy Color: Black Product Size: Slide Length: Approx. 60 cm/23.6 In Weight: Approx. 1784.0g Car Speed: First gear speed: 2.4cm/S Second speed: 2.6cm/S Third gear speed: 2.8cm/S Maximum Load Bearing: 3KG Wireless Remote Control Distance: 6m/19.7 ft Maximum Continuous Working time: About 6 hours Car Charge Time: About 3 hours Remote Control Duration: About 18 hours Normal Use Time of Remote Control: 60,000 times Car: Built-in lithium 1800mAh of Remote Control: Built-in button CR2032 240mAh	30,192.00

Prepared By:  
Warren Tomaroy  
 Canvasser  
 Date: 08/19/2025

Eligibility Checked By:  
JULIETA V. ACUÑA  
 TWG - Goods & Services | 26 | 25  
 Date:

Evaluated By:  
[Signature]  
 TWG - Technical/End-User  
 Date:


**Evaluation of Technical Specifications**

END USER  
ITEMS

CASS  
PROCUREMENT OF CUSTOMIZED TSHIRT PRINTING SERVICES FOR BAR EXAMINEES

Date: August 22, 2025

Item Description	QTY	UNIT COST	TOTAL COST	BIDDER	UNIT COST	TOTAL COST	LOWEST CALCULATED QUOTATION	RESPONSIVE	REMARKS
CAMERA SLIDER DOLLY CAR, Material: Alloy Color: Black Product Size: Slide Length: Approx. 60 cm/23.6 In Weight: Approx. 1784.0g Car Speed: First gear speed: 2.4cm/S Second speed: 2.6cm/S Third gear speed: 2.8cm/S Maximum Load Bearing: 3KG Wireless Remote Control Distance: 6m/19.7 ft Maximum Continuous Working time: About 6 hours Car Charge Time: About 3 hours Remote Control Duration: About 18 hours Normal Use Time of Remote Control: 60,000 times Car: Built-in lithium 1800mAh of Remote Control: Built-in button CR2032 240mAh	1	30,192.00	30,192.00	LUCKY 2 NON SPECIALIZED WHOLESALE TRADING	NO QUOTE	NO QUOTE		NON-RESPONSIVE	• Non-Responsive • No Quotation/Reply
				APERTURE TRADING CORPORATION	NO QUOTE	NO QUOTE		NON-RESPONSIVE	• Non-Responsive • No Quotation/Reply
				ALPHA DIGIZON MARKETING	22,990.00 <i>9</i>	22,990.00 <i>9</i>		RESPONSIVE	• Lowest Calculated Responsive Quotation • Same Specifications (Approved by the end user)

Prepared by:  
  
**CHRISTIAN S. MANILLA**  
 TWG-Technical Aspect

  
**ASST. PROF. MARIA FERMINA JOYCE C. NUCCUM**  
 End-user



**PROCUREMENT UNIT**

**DOCUMENTARY REQUIREMENTS**  
(Alternative Mode of Procurement)

**ALPHA DIGIZONE MARKETING**

Types of Project:

- Goods and Services
- Infrastructure Projects
- Consultancy

**ELIGIBILITY AND TECHNICAL REQUIREMENTS**

Tick box if PRESENT	I. Eligibility Components
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p><b>DIRECT CONTRACTING</b></p> <ol style="list-style-type: none"> <li>1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.</li> <li>2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.</li> <li>3. Copy of PhilGEPS Registration (Red and Platinum)</li> <li>4. Income Tax/Business Tax Return for the project with ABC above P500,000.00</li> <li>5. Material Safety Data Sheets for products - MSDS/SDS (if applicable)</li> </ol>
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p><b>SHOPPING</b></p> <ol style="list-style-type: none"> <li>1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.</li> <li>2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.</li> <li>3. Copy of PhilGEPS Registration (Red and Platinum)</li> <li>4. Material Safety Data Sheets for products - MSDS/SDS (if applicable)</li> </ol>
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p><b>EMERGENCY CASES</b></p> <ol style="list-style-type: none"> <li>1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.</li> <li>2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.</li> <li>3. Income Tax/Business Tax Return for the project with ABC above P500,000.00</li> <li>4. NFCC Computation for the project with AEC above P500,005.00 (infra)</li> <li>5. Valid PCAB License (infra)</li> <li>6. Material Safety Data Sheets for products - MSDS/SDS (if applicable)</li> </ol>

TAKE OVER CONTRACT

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship or CDA for cooperatives.
2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
3. Professional License/Curriculum Vitae (Consulting Services)
4. Copy of PhilGEPS Registration (Red and Platinum)
5. Income Tax/Business Tax Return for the project with ABC above P500,000.00
6. NFCC Computation (Infra)
7. Valid PCAB License (Infra)
8. Material Safety Data Sheet for products - MSDS/SDS (if applicable)

ADJACENT/CONTIGUOUS

1. Valid PCAB License (Infra)
2. NFCC Computation (Infra)

SCIENTIFIC, SCHOLARLY OR ARTISTIC WORK, EXCLUSIVE TECHNOLOGY AND MEDIA SERVICES

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.
2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
3. Professional License/Curriculum Vitae (Consulting Services)
4. Material Safety Data Sheet for products - MSDS/SDS (if applicable)

HIGHLY TECHNICAL CONSULTANT

1. Professional License/Curriculum Vitae (Consulting Services)
2. Copy of PhilGEPS Registration (Red and Platinum)
3. Material Safety Data Sheet for products - MSDS/SDS (if applicable)

SMALL VALUE PROCUREMENT

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.
2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
3. Copy of PhilGEPS Registration (Red and Platinum)
4. Professional License/Curriculum Vitae (Consulting Services)
5. Valid PCAB License (Infra)
6. Income/Business Tax Return
7. Omnibus Sworn Statement
8. Material Safety Data Sheet for products - MSDS/SDS (if applicable)

Vertical column of checkboxes on the left side of the page, corresponding to the sections above. The checkboxes for the 'SMALL VALUE PROCUREMENT' section are marked with an 'X'.

LEASE OF REAL PROPERTY OR VENUE

1. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship or CDA for cooperatives.
2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
3. Copy of PhilGEPS Registration (Red and Platinum).
4. Income/Business Tax Return (except for government agencies as lessors)
5. Material Safety Data Sheet for products - MSDS/SDS (if applicable)

Eligible

In-Eligible

Checked/Reviewed by:

*[Signature]*  
MILBERTA M. AGUIA

Date:

8/26/28

Technical Working Group