



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office

20 December 2022

MEMORANDUM

FOR : The Regional Executive Director
MIMAROPA Region

THRU : The Assistant Regional Director
Management Services

FROM : The OIC, PENRO
Calapan City, Oriental Mindoro

SUBJECT : IMPLEMENTATION OF HEALTH AND WELLNESS
ACTIVITIES/PROGRAMS IN RESPONSE TO COVID-19

Attached herewith are the proof of procurement and a copy of the recipients of medical supplies in response to Covid-19 for the province of Oriental Mindoro.

This Office distributed Multivitamins + Iron, Sodium Ascorbate zinc and Lozenges to regular and contractual employees. This Office finds it necessary to emphasize the importance of good health among its employees for the successful implementation of all its programs and projects despite the limitations brought about by the pandemic. This also aimed to safeguard the health and well-being of its workforce.

Attached is a copy of Purchase Order and photo documentation during the distribution of medical supplies.

For information and reference.


ALAN V. VALLE



DENRPENR02212000063



Republic of the Philippines
Department of Environment and Natural Resources
Region IV- MIMAROPA
Provincial Environment and Natural Resources Office



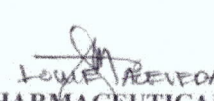
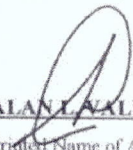
Distribution of medical supplies to DENR-PENRO employees in response to the COVID-19 implementation of health and wellness. 12/20/2022

PURCHASE ORDER

Department of Environment and Natural Resources

PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

Supplier : RBJM PHARMACEUTICAL TRADING		P.O. No. : P-2482-11-056			
Address : St. Peter Subdivision Alangilan, Batangas City		Date : May 21, 2022			
Tin:		Mode of Procurement : Public Bidding			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DENR-PENRO, ORIENTAL MINDORO		Delivery Term : _____			
Date of Delivery : Within 45 days upon received of Purchase Order		Payment Term : _____			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	Thermal Scanner with dispenser	1	6,500.00	6,500.00
2	unit	Medical Cabinet Stainless, 16"x12"	2	2,500.00	5,000.00
3	unit	Automatic Hand Dryer Machine	1	3,500.00	3,500.00
4	unit	Foot Pedal Hand Washing Sink / Regular Faucet Hand Washing Sink Stainless Steel	1	7,500.00	7,500.00
5	unit	Digital Thermometer	3	185.00	555.00
7	box	Surgical Gloves (50 pcs/box)	4	350.00	1,400.00
8	unit	Blood Pressure Monitor Appratus with sthethoscope(manual)	1	2,000.00	2,000.00
9	unit	Foot bath disinfecting mat with Tray Foot Bath	2	1,500.00	3,000.00
10	unit	Disinfectant Spray, Portable Fog Machine (3L 1000W, ULV 10-160 um Fogger UIV Ultra Low Capacity)	1	6,500.00	6,500.00
11	gallon	Disinfectant Fog Solution	20	1,300.00	26,000.00
12	units	Air Purifier & humidifier with UV-C light, (ozonizer and hepa filter)	5	5,500.00	27,500.00
13	gallon	Alcohol, Isopropyl 70% solution with moisturizer (Branded)	40	950.00	38,000.00
14	pack	LOZENGES for sore throat lemon flavor SUGAR FREE 25grams (22 LOZENGES/pack) (Strepsils)	140	95.00	13,300.00
15	pack	LOZENGES Extra Soothing Honey Lemon 16s (Dichlorobenzyl Alcohol + Amylmetacresol) (Bactidol)	120	145.00	17,400.00
16	box	9002 Respirator KN95 Facemask (50's)	2	2,900.00	5,800.00
17	gallon	Alcohol, Isopropyl solution with moisturizer, Vitamin E and Tea Tree oil)	140	750.00	105,000.00
18	bottle	Isoprophyl Alcohol Spray (70 % with moisturizer, Vitamin E and Tea Tree Oil) 500 ml	20	126.50	2,530.00
19	box	Vitamin C with Zinc (500mg/10mg, Sodium Ascorbate film coated , 100's (branded)(Immuno Pro)	157	850.00	133,450.00
20	tab	Multivitamins + Iron 30's (Stresstab)	120	348.00	41,760.00

<u>First Aid Medicine & Medical Cabinet Supplies</u>					
22	box	Disposable Gloves	5	550.00	2,750.00
23	rolls	Europlast 10's	10	120.00	1,200.00
24	pcs	Pen Torch Light	5	146.00	730.00
25	box	Safety pin (432 pcs)	10	15.00	150.00
26	pcs	Shear Scissors	10	12.00	120.00
27	pcs	Medical Cabinet Stainless	3	2,500.00	7,500.00
28	bottles	Hydrogen Peroxide (10vol. 500ml)	10	58.00	580.00
29	units	Thermometer (digital)	5	185.00	925.00
30	bottles	Antiseptic wound solution (providone-iodine solution 60ml)	10	110.00	1,100.00
				TOTAL	Php 461,750.00
(Total Amount in Words) FOUR HUNDRED SIXTY ONE THOUSAND SEVEN HUNDRED FORTY 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.					
Conforme:		Very truly yours,			
					
LOUISE ACEVEDA		ALAN LAXALLE			
Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official			
_____		OIC-PENR OFFICER			
Date		Designation			
Fund Cluster : _____			ORS/BURS No. : _____		
Funds Available : _____			Date of the ORS/BURS: _____		
			Amount : _____		
MARCEL V. SUPLEO					
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					

**WARM BODIES
PENR OFFICE, CALAPAN CITY**

	NAME	POSITION/DESIGNATION	SIGNATURE
	REGULAR		
1	VALLE, ALAN L.	OIC,PENRO	
2	ALCANCIA, NOEME P.	LMO I/In-Charge, General Records (CENRO Socorro)	
3	CASPE, MARILYN S.	Administrative Assistant I (Computer Operator I)	
4	DINGLASAN, MA. FERAIDA D.	Administrative Officer I (Supply Officer)/Procurement Officer	
5	FLORIDA, BUENA P.	Administrative Officer IV (HRMO II)/BAC Head Secretariat	
6	GAMBOA, MYLA GEMMA P.	Forest Technician II/Property Officer/In-Charg, HRD Unit/BAC Secretariat Member (CENRO Roxas)	
7	GARDOCE, MA. CHRISTINE D.	Forest Ranger/Admin Staff (CENRO Socorro)	
8	LANDICHO, MARITES B.	Credit Officer I/In-Charge, Budget Unit (CENRO Roxas)	
9	MENDOZA, MARIA RESTIA G.	Administrative Aide VI/ Accounting Staff (CENRO Socorro)	
10	PUDIQUET, CORAZON E.	Planning Officer III/BAC TWG Chairperson/Chairperson, Inspection Team	
11	SANCHEZ, ROSAMIA J.	Administrative Aide VI/Budget Staff (CENRO Socorro)	
12	SUPLEO, MARICEL V.	Chief Administrative Officer/PENRO Accountant	
13	TOLENTINO, MA. KRISTINE R.	Forest Ranger/Procurement Staff/BAC Secretariat Member (CENRO Roxas)	
14	BAGATUA, GIL D.	Administrative Aide IV (Driver)	
15	CORNEL, FLORENCIO A.	Administrative Aide IV (Driver) (detailed-in from LMB)	
16	CRUZ, CEEJAY G.	Administrative Officer I (Cashier I)	
17	CUASAY, NESTOR N.	DMO IV/Assistant Chief, MSD/BAC Chairperson (CENRO Roxas)	
18	DE OCAMPO, REYNALDO N.	Utility Worker I (CTI)	
19	MASONGSONG, CEDRICK M.	Administrative Aide VI/Admin Staff/BAC Secretariat Member	
20	MATRE, JEZREEL JOHN M.	Planning Officer I/PhilGEPS Procurer/Inspection Team Member	
21	MIRA, NESTOR JR. G.	Planning Officer II/M&E Unit Head/GIS Team Leader/Prov'l. Statistical Coordinator/CSS Focal/Prov'l. CBFMA Coordinator	
22	PANSOY, EPIFANIO O.	Forest Technician I/Accounting Staff (CENRO Socorro)	
23	SUAREZ, RONALDO L.	Information System Analyst II/BAC Member	
24	ALMAREZ, DELIA T.	LMO III/Chief, RPS/BAC Member	
25	ASI, AMOR D.	Forester III/Chief, CDS/BAC Vice-Chairperson	
26	BIGTAS, DALIA G.	Special Investigator/BAC Secretariat Member	
27	FORTU, BEA NATASHA R.	Forester I/IEC Officer/GAD Focal/BAC TWG Memeber (CENRO Socorro)	
28	GIBE, ALMA E.	DMO V/Chief TSD	
29	MENDOZA, FRANCES MARGARETTE A.	Attorney III (detailed-in from MIMAROPA Region)	
30	MORENO-MESINA, ELIZABETH D.	Engineer III (detailed-in from MIMAROPA Region)	
31	TUASON, LILLIE MAE SA.	Land Management Inspector/In-Charge, Land Records (CENRO Socorro)	
32	DUMADAG, RICK U.	SFMS/Chief, Monitoring and Enforcement Section/Inspection Team Member	
33	FLORIDA, NELSON S.	Forest Ranger/MES (CENRO Roxas)	
34	HIO, ELEGIO C.	Forest Technician II/RPS (CENRO Roxas)	
35	HULLEZA, RHADJIE A.	Forest Ranger/MES (CENRO Roxas)	
36	MAMIGO, GERRY C.	Community Development Officer II/MES	
37	MORILLO, JOEL D.	Forester II/Provincial NGP Coordinator/BAC Member	
38	PUDIQUET, KENNETH E.	Forest Technician I/MES (CENRO Roxas)	
39	SIKAT, NELSON S.	Administrative Assistant II (Computer Operator II)/BAC TWG Member	

	JOB ORDER		
1	CASTILLO, STELLA MARIS A.	Administrative Assistant	<i>[Signature]</i>
2	COLLERA, CORAZON S.	Utility Worker	<i>[Signature]</i>
3	MENDOZA, MARY NIÑA P.	Office Support Staff (Data Encoder)	<i>[Signature]</i>
4	SALAZAR, NESIREE A.	Accounting Clerk	<i>[Signature]</i>
5	UNTALAN, CHRISTINE R.	Adiministrative Assistant	<i>[Signature]</i>
6	ACEDERA, ANGELITO D.	Driver	<i>[Signature]</i>
7	CORTEZ, EDWIN C.	Utility Worker	<i>[Signature]</i>
8	KAIBIGAN, JAY WELHELM ZEUS LOURD	Data Encoder	<i>[Signature]</i>
9	TATLONGHARI, DERYL O.	Administrative Assistant	<i>[Signature]</i>
10	BISLOMBRE, SHARMAINE M.	Project Monitoring and Evaluation Officer	<i>[Signature]</i>
11	MORILLO, MYLINE M.	Project Support/Office Staff	<i>[Signature]</i>
12	PUDIQUET, FLORENCE P.	Data Encoder	<i>[Signature]</i>
13	MEMAN, ALISTER EARL M.	Database Manager IT Spl	<i>[Signature]</i>
14	MENDOZA, PHILIPP DUVAN G.	Office Support Staff	<i>[Signature]</i>
15	PANALIGAN, ALBERT	Project Support Staff	<i>[Signature]</i>
16	TANDANG, MOVIN L.	Project Monitoring and Evaluation Officer	<i>[Signature]</i>