



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

Date: OCT 25 2022

NOTICE TO PROCEED

EUGENE A. TAN
Proprietor
26-28 P. Gomez St.,
Tacloban City, Leyte

Dear Mr. Tan:

The attached Contract Agreement having been approved, notice is hereby given that the work may proceed on the Project: **PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP, NINE HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED NINETY-SEVEN PESOS AND 50/100 CENTAVOS ONLY [Php 947,297.50]** effective within Thirty (30) calendar days after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing your obligations under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 Department of Education-Division of Tacloban City, Real St., Tacloban City.

Very truly yours,


MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent

Received By:

I acknowledge receipt of this Notice on: NOV 14 2022

Name of the Bidder/Representative: _____

Authorized Signature: 



Brgy. 54 Real Street, Tacloban City
Telephone #: 053-832-2904
Email address: sdotaclobancity@gmail.com



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

CONTRACT AGREEMENT

THIS AGREEMENT made this _____ day of OCT 19 2022 2022 between **Department of Education (DepEd) - Schools Division of Tacloban City**, with office address at Real Street, 6500 Tacloban City, Leyte, represented herein by **MARIZA S. MAGAN**, Schools Division Superintendent of DepEd Schools Division of Tacloban City, hereinafter referred as to the "Entity" of the one part and the **TACLOBAN TOP COMMERCIAL, INC.**, with office address at 26-28 P. Gomez St., Tacloban City, Leyte, represented herein by **EUGENE A. TAN** hereinafter referred to as "Supplier".

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **NINE HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED NINETY SEVEN PESOS AND 50/100 CENTAVOS ONLY [Php 947,297.50]** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
 - a. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;




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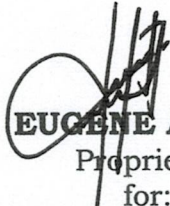
- c. Performance Security;
 - d. Notice of Award of Contract; and the Bidder's conforme thereto; and
 - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of **NINE HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED NINETY-SEVEN PESOS AND 50/100 CENTAVOS ONLY [Php 947,297.50]** or such other sums as may be ascertained, **TACLOBAN TOP COMMERCIAL, INC.**, agrees to supply/deliver **PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP** to the DepEd Division of Tacloban City, in accordance with its Bid.
 4. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
 5. When the Supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the Supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed good scheduled for delivery for everyday of delay until such goods are finally delivered and accepted by the procuring entity concerned.
 6. The Entity need not prove that it has incurred actual damages to be entitled to liquidated damages. Such amount shall be deducted from any money due or which may become due to the Supplier, or collected from any securities or warranties posted by the Supplier, whichever is convenient to the procuring entity concerned. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event the procuring entity concerned may rescind the contract and imposed appropriate sanctions over and above the liquidated damages to be paid.
 7. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.
 8. The **DepEd Division of Tacloban City** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.



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Email address: sdotaclobancity@gmail.com

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

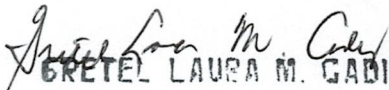

MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent
for:
DepEd Division of Tacloban City



EUGENE A. TAN
Proprietor
for:
TACLOBAN TOP COMMERCIAL, INC.

Funds Available:


MA. NESSA HOMERES
Accountant III 

SIGNED IN THE PRESENCE OF:


GRETEL LAURA M. GADING
EDUC. PROGRAM SUPERVISOR
Entity's Witness


ENERGY MONITORING GROUP
Supplier's Witness

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF) S.S.

BEFORE ME, personally appeared

Name
MARIZA S. MAGAN EdD, CESO V
EUGENE A. TAN


Competent Evidence of Identity
PRC License: 0017638
DRIVER LICENSE: H02-88-020396

Known to me to be the same persons who executed the foregoing instrument and who acknowledged to me that the same is their free and voluntary act and deed and that of the offices they respectively represent.

The foregoing instrument is a Contract Agreement consisting of three (3) pages including this page on which this Acknowledgement is written and signed by the parties hereto and their instrumental witnesses on the left margin of each and every page hereof.

Witness my hand and seal this 21 OCT 2022 th day of 2022 at _____.

Doc. No. 296 ;
Page No. 41 ;
Book No. XC ;
Series of 2022.


CESAR E. LEE
NOTARY PUBLIC
NC NO. 2022-07-47
UNTIL DECEMBER 31, 2023
P. BURGOS STREET TACLOBAN CITY
PTR NO. 8193091 1-3-2022 TACLOBAN CITY
IBP LIFETIME MEMBER NO. 34399
MCLE COMP. NO. VII-0018169 MAY 17, 2022



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Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

Date: OCT 18 2022

NOTICE OF AWARD

EUGENE A. TAN
 Proprietor
 26-28 P. Gomez St.,
 Tacloban City, Leyte

Dear Mr. Tan:

Please be informed that your bid for the **PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP** at a contract price equivalent to **NINE HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED NINETY SEVEN PESOS AND 50/100 CENTAVOS ONLY [Php 947,297.50]** is hereby accepted.

In view thereof, you are to formally enter into a contract with the Agency within ten (10) days from receipt of this Notice to Award and to submit the Performance Security required in accordance with the following schedules:

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, That it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

Failure to enter into the said contract or to provide the Performance Security within the prescribed period shall constitute sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,

MARIZA S. MAGAN EdD, CESO V
 Schools Division Superintendent

Received By:

I acknowledge receipt of this Notice on: _____

Name of the Bidder/Representative: _____

Authorized Signature: _____

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BAC Resolution Declaring LCRB and Recommending Approval

RESOLUTION No. 2022-03-004

PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP

WHEREAS, the Department of Education Division of Tacloban City advertised/posted the Invitation to Bid/Request for CY 2020 General Appropriation Act under the **PROCUREMENT OF BOND PAPERS AND OTHER SUPPLIES & MATERIALS FOR THE REPRODUCTION OF LEARNING MATERIALS FOR THE IMPLEMENTATION OF BE-LCP**, for the **OFFICE SUPPLIES & CONSUMABLES**, in the DepEd-Division of Tacloban City website, the PHILGEPS and at conspicuous place at the premises of the Department of Education-Division of Tacloban City;

WHEREAS in response to the said advertisements, THREE (3) bidder/s purchased bid documents;"

WHEREAS, **three** (3) bidder's bid was submitted on September 28, 2022 and ONE (1) of the following bidder/s passed the preliminary examination of bids;

Name of Bidder	Bid Amount (As Read)	% Variance from ABC
TACLOBAN TOP COMMERCIAL, INC.	PHP 947,297.50	30.78%
LEYTE PAPERWORLD	PHP 976,995.00	28.61%
HANZ GRAPHICS & DIGITAL IMAGING CENTER	PHP 959,015.00	29.93%

WHEREAS, the detailed evaluation of bids conducted on September 28, 2022 resulted in the following:

Name of Bidder	Bid Amount (As Calculated)	% Variance from ABC
TACLOBAN TOP COMMERCIAL, INC.	PHP 947,297.50	30.78%

WHEREAS, upon post-qualification or careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by the Bidder with the Lowest Calculated Bid, **TACLOBAN TOP COMMERCIAL, INC.**, its bid has been found to be responsive;

NOW, THEREFORE, We, the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED:

- a) To declare **TACLOBAN TOP COMMERCIAL, INC.** as the Bidder with the Lowest Calculated Responsive Bid in the amount of **NINE HUNDRED FORTY SEVEN THOUSAND TWO HUNDRED NINETY SEVEN PESOS AND 50/100 CENTAVOS ONLY [Php 947,297.50]** for the **OFFICE SUPPLIES & CONSUMABLES.**
- b) To recommend for approval by the Schools Division Superintendent of the Department of Education- Division of Tacloban City the foregoing findings.

RESOLVED, at the 2nd Floor Conference Hall DepED Building, Division of Tacloban City, this 30th day of September, 2022.


FRANCISCO A. ANCHOJAS
BAC - Member

ON OFFICIAL TRAVEL
MIGUEL V. DUMAS, Jr.
BAC - Member


MARDONIO B. MACAPUGAS
BAC - Member


MELANI D. ESCOBARTE
BAC - Vice-Chairman


EDGAR Y. TENASAS, CESO VI
BAC - Chairman

Approved by:


MARIZA S. MAGAN, ED.D., CESO V
Head of Procuring Entity

Date approved: _____