



Standard Form Number: SF-GOOD-48  
Revised on: May, 2004

## Notice of Award

December 16, 2021

**MS. AMIEL S. ENCELA**  
Proprietor  
A.E OFFICE AND SCHOOL SUPPLIES  
4858 4th road OLV Bibincahan  
Sorsogon City  
Sorsogon

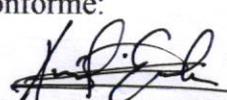
Dear Ms. Encela:

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the **PROCUREMENT OF WORKING UNIFORM FOR THE GAYON SORSOGON WORKERS** in the amount of **Fou Hundred Sixty Six Thousand Pesos ( P 466,000.00 )** is hereby awarded to you.

Very truly yours,

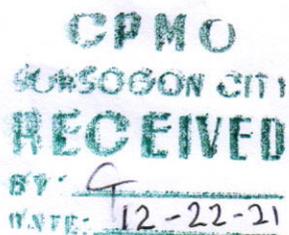
  
**MA. ESTER E. HAMOR**  
City Mayor

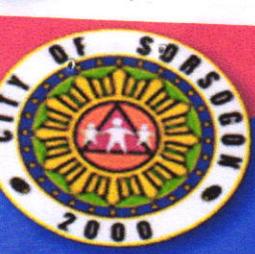
Conforme:

  
**MS. AMIEL S. ENCELA**  
Proprietor  
A.E OFFICE AND SCHOOL SUPPLIES  
4858 4th road OLV Bibincahan  
Sorsogon City  
Sorsogon



Date: 12/16/21





# CITY OF SORSOGON

Office of the City Mayor

Contract No. 323-2021 SVP

## CONTRACT AGREEMENT

THIS AGREEMENT made this **17th** day of **December**, **2021** between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines ( hereinafter called the " Entity" ) of the one part and **AMIEL S. ENCELA** Proprietor of **A.E OFFICE AND SCHOOL SUPPLIES** ( hereinafter called the "Supplier" ) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **PROCUREMENT OF WORKING UNIFORM FOR THE GAYON SORSOGON WORKERS** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **Four Hundred Sixty Six Thousand Pesos (P 466,000.00)** ( hereinafter called "the Contract Price" ).

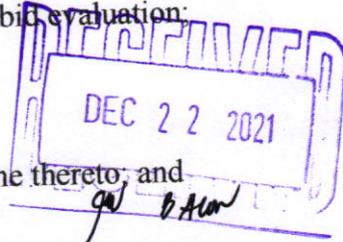
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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.:

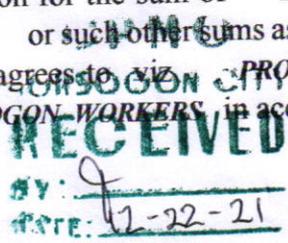
- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial 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;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
- v. 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.**



In consideration for the sum of **Four Hundred Sixty Six Thousand Pesos (P 466,000.00)** or such other sums as may be ascertained, **A.E OFFICE AND SCHOOL SUPPLIES** agrees to, viz **PROCUREMENT OF WORKING UNIFORM FOR THE GAYON SORSOGON WORKERS** in accordance with his/her/its Bid.



WITNESS

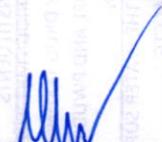
MA. ESTER E. HAMOR  
CITY MAYOR

AMIEL S. ENCELA  
Proprietor



4. The *City Government of Sorsogon* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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.

  
MA. ESTER E. HAMOR

City Mayor

for:

CITY GOVERNMENT OF SORSOGON

  
AMIEL S. ENCELA

Proprietor

for:

A.E OFFICE AND SCHOOL SUPPLIES

**ACKNOWLEDGEMNT**

REUBLIC OF THE PHILIPPINES )  
PROVINCE OF SORSOGON )  
CITY OF SORSOGON )

BEFORE ME this JUN 08 2022 day \_\_\_\_\_, 2021 in the City of Sorsogon, Province of Sorsogon, Philippines, personally appeared :

NAME TAX IDENTIFICATION NUMBER  
MA. ESTER E. HAMOR 948-889-852

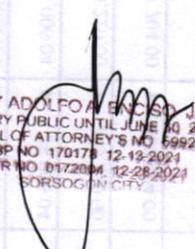
Known to me to be the same persons who executed the forgoing instrument and acknowledged to me that the same is free and voluntary act and deed of the entities which they represent respectively.

This instrument , is a CONTRACT consisting of two (2) page (exclusive of attachments) including page on which this acknowledgement is written and signed by the parties hereto on the left margin of each and every page thereof and their witness , and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand the day, the year and place above written.

NOTARY PUBLIC

Doc No. 92 ;  
Page No. 20 ;  
Book No. LXIII ;  
Series of 2022 ;

  
ATTY ADOLFO A. ENCELA JR.  
NOTARY PUBLIC UNTIL JUNE 30 2022  
ROLL OF ATTORNEY'S NO. 69929  
IBF NO 170178 12-13-2021  
PTR NO 0172804 12-28-2021  
SORSOGON CITY



Standard Form Number: SF-GOOD-56  
Revised on: May 24, 2004

### NOTICE TO PROCEED

December 20, 2021

**MS. AMIEL S. ENCELA**  
Proprietor  
A.E OFFICE AND SCHOOL SUPPLIES  
4858 4th road OLV Bibinchan  
Sorsogon City  
Sorsogon

Dear Ms. Encela:

The attached Contract Agreement having been approved, notice is hereby given to **A.E OFFICE AND SCHOOL SUPPLIES** that delivery may commence on the **PROCUREMENT OF WORKING UNIFORM FOR THE GAYON SORSOGON WORKERS**, effective on December 17, 2021 and with in 5 calendar days from receipt of this notice.

Accordingly, you are hereby directed to commence delivery in accordance with the terms and conditions stipulated in the contract and the date shall be not later than 5 days from receipt of this notice.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below.

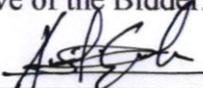
Very truly yours,

  
**MA. ESTER E. HAMOR**  
City Mayor

**RECEIVED**  
DEC 22 2021  
*gm* *DAW*

I acknowledge receipt of this Notice on 12/21/2021

Name of the Representative of the Bidder: AMIEL S. ENCELA

Authorized Signature: 

CIVIL SECURITY UNIT  
LGU-Sorsogon City  
**RECEIVED**  
DEC 22 2021  
BY: 

**UPMO**  
**SORSOGON CITY**  
**RECEIVED**  
BY:   
DATE: 12-22-21



  
CERTIFICATION  
ISO 9001:2015  
CIP /5470/21/06/1165