

CITY OF SORSOGON

Office of the City Mayor



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

Notice of Award

July 25, 2024

MS. JUDITH M. DOLLISON
Proprietress
WRITESHOP ENTERPRISES
Poblacion, Bacon Dist.
Sorsogon City

Dear Ms. Dollison,

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the **SUPPLY AND DELIVERY OF VARIOUS SUPPLIES AND MATERIALS FOR THE OFFICE OF SP PERDIGON** in the amount of **One Hundred Seventy-Two Thousand Nine Hundred Thirty-Nine Pesos & 50/100 (Php 172,939.50) Only** is hereby awarded to you.

Very truly yours,

MA. ESTER E. HAMOR
City Mayor

Conforme:

MS. JUDITH M. DOLLISON
Proprietress
WRITESHOP ENTERPRISES
Poblacion, Bacon Dist.
Sorsogon City

Date: 7-25-24

BACON SATELITE OFFICE-CSU
LGU-Sorsogon City

RECEIVED
JUL 29 2024
BY: _____



CIP /5470/21/06/1165

CIVIL SECURITY UNIT
LGU-Sorsogon City

RECEIVED
JUL 29 2024
BY: _____

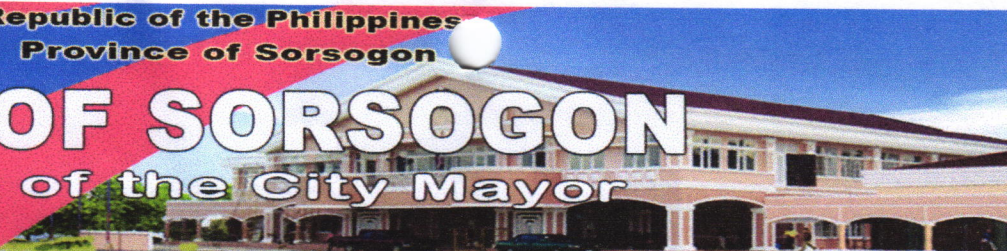
CITY PUBLIC MARKET OFFICE
LGU-Sorsogon City

RECEIVED
JUL 29 2024
BY: _____



CITY OF SORSOGON

Office of the City Mayor



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

NOTICE TO PROCEED

July 29, 2024

MS. JUDITH M. DOLLISON
Proprietress
WRITESHOP ENTERPRISES
Poblacion, Bacon Dist.
Sorsogon City

Dear Ms. Dollison:

The attached Contract Agreement having been approved, notice is hereby given to **WRITESHOP ENTERPRISES** that delivery may commence on the **SUPPLY AND DELIVERY OF VARIOUS SUPPLIES AND MATERIALS FOR THE OFFICE OF SP PERDIGON**, effective immediately .

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

I acknowledge receipt of this Notice on 7-29-24

Name of the Representative of the Bidder: Judith M. Dollison

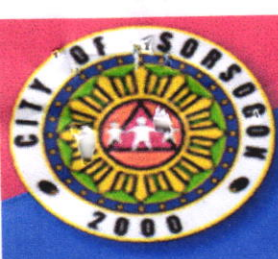
Authorized Signature: [Signature]

BACON SATELITE OFFICE-CSU
LGU-Sorsogon City

RECEIVED
JUL 29 2024
BY: [Signature]

CIVIL SECURITY UNIT LGU-Sorsogon City
CITY PUBLIC MARKET OFFICE LGU-Sorsogon City
RECEIVED JUL 29 2024
RECEIVED JUL 29 2024
BY: [Signature] BY: [Signature]





CITY OF SORSOGON

Office of the City Mayor

CONTRACT AGREEMENT

Contract No. 2024- 0944 SVP

THIS AGREEMENT made this **26th** day of **July, 2024** between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines (hereinafter called the " Entity") of the one part and **JUDITH M. DOLLISON** Proprietress of **WRITESHOP ENTERPRISES** (hereinafter called the "Supplier") of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, **SUPPLY AND DELIVERY OF VARIOUS SUPPLIES AND MATERIALS FOR THE OFFICE OF SP PERDIGON** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **One Hundred Seventy-Two Thousand Nine Hundred Thirty-Nine Pesos & 50/100 (Php 172,939.50) Only** (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;
 - i. 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;
 - i. Notice of Award of Contract; and the Bidder's conforme thereto; and

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 **One Hundred Seventy-Two Thousand Nine Hundred Thirty-Nine Pesos & 50/100 (Php 172,939.50) Only** or such other sums as may be ascertained, **WRITESHOP ENTERPRISES** agrees to viz **SUPPLY AND DELIVERY OF VARIOUS SUPPLIES AND MATERIALS FOR THE OFFICE OF SP PERDIGON** in accordance with his/her/its Bid.

WITNESS

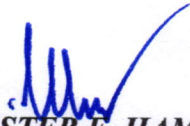
MA. ESTER E. HAMOR
CITY MAYOR

BACKUP SATELITE OFFICE-CSU
LGU-Sorsogon City
JUL 29 2024

CITY PUBLIC MARKET OFFICE
LGU-Sorsogon City
JUL 29 2024
JUDITH M. DOLLISON
Proprietress
CIVIL SECURITY UNIT
LGU-Sorsogon City
JUL 29 2024

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


JUDITH M. DOLLISON
Proprietress

for:

for:

CITY GOVERNMENT OF SORSOGON

WRITESHOP ENTERPRISES

ACKNOWLEDGEMNT

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

BEFORE ME this AUG 19 2024 day, 2024 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.

ATTY. ADOLF M. G. SANTOCA
NOTARY PUBLIC

Roll of Atty. No.60495; 03/23/2012

IBP No. 366631; 11/09/2023; For the year 2024

PTR No. 6889264; 11/24/2023; For the year 2024

MCLE Compliance No. VII-0003332; 6/11/ 2021

Notarial Commission No. 2023-363

Valid until December 31, 2025

Doc No. 492 ;
Page No. 99 ;
Book No. 37 ;
Series of 2024 ;