



## Notice of Award

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

November 6, 2024

**MS. IRISH J. JAZMIN**  
Proprietress  
**IJ & J ENTERPRISES**  
Rizal West District  
Sorsogon City, 4700

Dear Ms. Jazmin,

Based on the BAC Resolution recommending Award which was approved by the Head of the Procuring Entity, we are pleased to inform you that **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR USE AT CTO FOR BUSINESS-ONE-STOP-SHOP** in the amount of *Ninety-Six Thousand Ten Pesos & 0/100 (Php 96,010.00 ) Only* is hereby awarded to you.

Very truly yours,

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

Conforme:

**MS. IRISH J. JAZMIN**  
Proprietress  
**IJ & J ENTERPRISES**  
Rizal West District  
Sorsogon City, 4700

Date:

**CIVIL SECURITY UNIT**  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_

**CITY PUBLIC MARKET OFFICE**  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_

**BACON SATELITE OFFICE-CSU**  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_





# CITY OF SORSOGON

Office of the City Mayor



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

## NOTICE TO PROCEED

November 18, 2024

**MS. IRISH J. JAZMIN**  
Proprietress  
**IJ & J ENTERPRISES**  
Rizal West District  
Sorsogon City, 4700

Dear Ms. Jazmin,

The attached Contract Agreement having been approved, notice is hereby given to **IJ & J ENTERPRISES** that delivery may commence on **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR USE AT CTO FOR BUSINESS-ONE-STOP-SHOP**, 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 11-18-24

Name of the Representative of the Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

CIVIL SECURITY UNIT  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_

*[Handwritten Signature]*  
CITY PUBLIC MARKET OFFICE  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_

BACON SATELITE OFFICE-CSU  
LGU-Sorsogon City  
**RECEIVED**  
NOV 20 2024  
BY: \_\_\_\_\_





# CITY OF SORSOGON

Office of the City Mayor

Contract No. 2024 – 1517 SVP

## CONTRACT AGREEMENT

THIS AGREEMENT made this **7th** day of **November, 2024** between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines ( hereinafter called the “ Entity ” ) of the one part and **IRISH J. JAZMIN** Proprietress of **IJ & J ENTERPRISES** ( hereinafter called the “ Supplier ” ) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR USE AT CTO FOR BUSINESS-ONE-STOP-SHOP** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **Ninety-Six Thousand Ten Pesos & 0/100 (Php 96,010.00) 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;

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 **Ninety-Six Thousand Ten Pesos & 0/100 (Php 96,010.00) Only** or such other sums as may be ascertained, **IJ & J ENTERPRISES** agrees to **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR USE AT CTO FOR BUSINESS-ONE-STOP-SHOP** in accordance with his/her/its Bid.

WITNESS

MA. ESTER E. HAMOR  
CITY MAYOR

RECEIVED  
NOV 20 2024  
CITY PUBLIC MARKET OFFICE  
LGU-Sorsogon City

IRISH J. JAZMIN  
Proprietress

RECEIVED  
NOV 20 2024  
CIVIL SECURITY UNIT  
LGU-Sorsogon City

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**

  
**IRISH J. JAZMIN**

Proprietress

for:

**IJ & J ENTERPRISES**

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
PROVINCE OF SORSOGON )  
CITY OF SORSOGON )

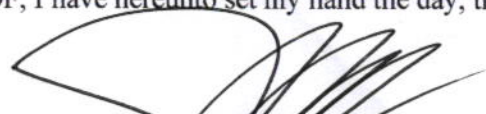
BEFORE ME this 11th day November, 2024 in the City of Sorsogon, Province of Sorsogon, Philippines, personally appeared :

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.

  
NOTARY PUBLIC  
**ATTY. MARIA VIVENCINA C. LAYOSA**  
NOTARY PUBLIC UNTIL DEC. 31, 2025  
FLORES ST., PIOT, SORSOGON CITY  
IBP LIFETIME NO. 010255 PTR NO. 6893876, 2025  
MCLE NO. 111-0016391 ROLL NO. 48288

Doc No. 2915 ;  
Page No. 60 ;  
Book No. 457 ;  
Series of 7025 ;

