

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

## Notice of Award

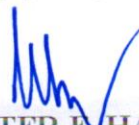
November 4, 2021

MS. CECILE H. DECHAVEZ  
Proprietor  
**CK3B OFFICE SUPPLIES TRADING**  
San Roque, Bacon District  
Sorsogon City, Philippines  
4700


Dear Ms. Dechavez:

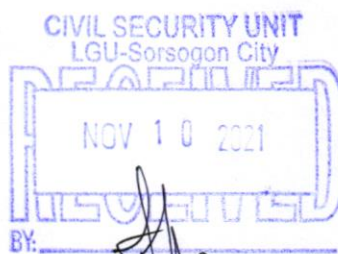
Based on the BAC Resolution recommending Award which was approved, we are pleased to inform you that the **PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICE OF THE SP SECRETARY** in the amount of **One Hundred Forty Two Thousand Two Hundred Sixty Six & 32/100 ( P 142,266.32 )** Pesos is hereby awarded to you.


Very truly yours,

  
MA. ESTER E. HAMOR  
City Mayor

Conforme:

  
MS. CECILE H. DECHAVEZ  
Proprietor  
**CK3B OFFICE SUPPLIES TRADING**  
San Roque, Bacon District  
Sorsogon City, Philippines  
4700



**CPMO**  
**SORSOGON CITY**  
**RECEIVED**  
BY:   
DATE: 11-10-21

Date: 11/11/21



CIP /5470/21/06/1165





CONTRACT No. 2021-011-237S

## Contract Agreement Form for the Procurement of Goods

### CONTRACT AGREEMENT

THIS AGREEMENT made this 5<sup>th</sup> day of November 2021 between **Ma. Ester E. Hamor**, **City Mayor, Sorsogon City** (hereinafter called "the Entity") of the one part and **CECILE H. DECHAVEZ**, **Proprietor of CK3B OFFICE SUPPLIES TRADING** (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICE OF THE SP SECRETARY** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **One Hundred Forty Two Thousand Two Hundred Sixty Six & 32/100 ( P 142,266.32 ) Pesos** (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.**
3. In consideration for the sum of **One Hundred Forty Two Thousand Two Hundred Sixty Six & 32/100 ( P 142,266.32 ) Pesos** or such other sums as may be ascertained, **CK3B OFFICE SUPPLIES TRADING** agrees to **PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICE OF THE SP SECRETARY** in accordance with his/her/its Bid.
4. The **City Government of Sorsogon** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

Witness

MA. ESTER E. HAMOR

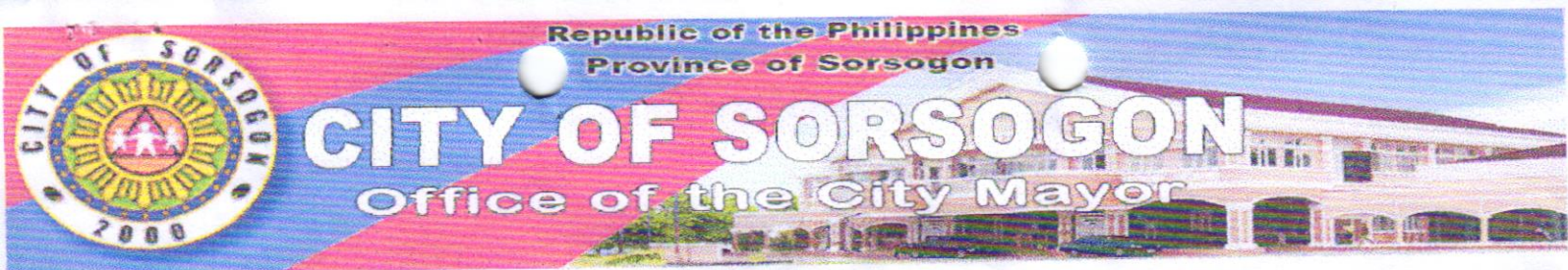
City Mayor

CECILE H. DECHAVEZ

PROPRIETOR

RECEIVED  
CIPMO  
SORSOGON CITY  
NOV 10 2021  
BY: [Signature]  
DATE: 11-10-21





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**

  
CECILE H. DECHAVEZ

Proprietor

for:

**CK3B OFFICE SUPPLIES TRADING**


**Acknowledgment**

[Format shall be based on the latest Rules on Notarial Practice]

Republic of the Phil  
City of Sorsogon

BEFORE ME, a Notary Public for and in Sorsogon City this 15th day of Nov. 2024, personally appeared the aforementioned names of corresponding identification cards personally known to me and to me known to be the same person who executed the foregoing instrument and acknowledged to me the same is their free act & voluntary deed.

Doc No. 425  
Page 87  
Book No. LV  
S. 2024

  
ATTY. ADOLFO A. ENCISO, Jr.  
NOTARY PUBLIC UNTIL DEC. 31, 2021  
ROLL OF ATTORNEY'S NO. 59929  
IBP NO. 135524; 12-13-2020  
PTR NO. 3086726; 12-28-2020  
SORSOGON CITY





# CITY OF SORSOGON

Office of the City Mayor

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

## NOTICE TO PROCEED

November 8, 2021

**MS. CECILE H. DECHAVEZ**  
Proprietor  
**CK3B OFFICE SUPPLIES TRADING**  
San Roque, Bacon District  
Sorsogon City, Philippines  
4700

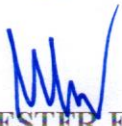
Dear Ms. Dechavez:

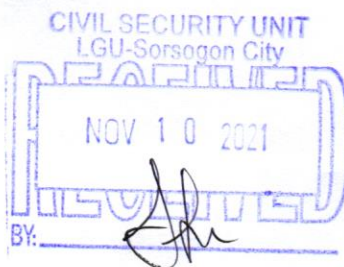
The attached Contract Agreement having been approved, notice is hereby given to **CK3B OFFICE SUPPLIES TRADING** that delivery may commence on the **PROCUREMENT OF OFFICE SUPPLIES FOR THE OFFICE OF THE SP SECRETARY**, effective on November 5, 2021 and with in 15 calendar days from receipt of this notice.

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



I acknowledge receipt of this Notice on 11/10/2021

Name of the Representative of the Bidder: CECIL H. DECHAVEZ

Authorized Signature: 



**CPMO**  
**SORSOGON CITY**  
**RECEIVED**  
BY:   
DATE: 11-10-21

