



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

## Notice of Award

March 17, 2022

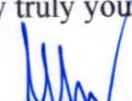
**MR. RICHARD L. LOSANTAS**

Authorized Representative  
PHILCOPY CORPORATION  
G/F Coastway Building  
F Imperial Street, Extension Barangay 18  
Legazpi City


Dear Mr. Losantas:

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the **PROCUREMENT OF VARIOUS COLORED TONER FOR THE KYOCERA DIGITAL COPIER OF THE CITY MAYOR'S OFFICE** in the amount of **Three Hundred Eighty One Thousand Six Hundred Ninety Six Pesos (P 381,696.00 )** is hereby awarded to you.

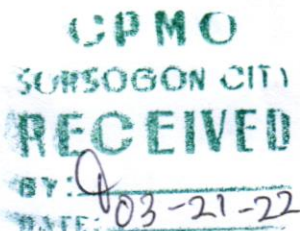
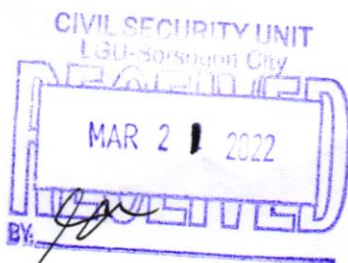
Very truly yours,

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

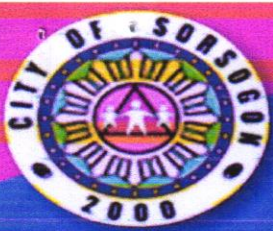
Conforme:

  
**MR. RICHARD L. LOSANTAS**  
Authorized Representative  
PHILCOPY CORPORATION  
G/F Coastway Building  
F Imperial Street, Extension Barangay 18  
Legazpi City

Date: 3/18/2022







# CITY OF SORSOGON

Office of the City Mayor

Contract No. 282-2022 SVP

## CONTRACT AGREEMENT

THIS AGREEMENT made this **18th** day of **March**, **2022** between **Ma. Ester E. Hamor**, **City Mayor, City of Sorsogon** Philippines ( hereinafter called the " Entity" ) of the one part and **RICHARD L. LOSANTAS** Authorized Representative of **PHILCOPY CORPORATION** ( hereinafter called the "Supplier" ) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **PROCUREMENT OF VARIOUS COLORED TONER FOR THE KYOCERA DIGITAL COPIER OF THE CITY MAYOR'S OFFICE** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Three Hundred Eighty One Thousand Six Hundred Ninety Six Pesos (P 381,696.00)** ( 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

CPMO  
SORSOGON CITY  
RECEIVED  
BY: [Signature]  
DATE: 03-21-22

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 **Three Hundred Eighty One Thousand Six Hundred Ninety Six Pesos (P 381,696.00)** or such other sums as may be ascertained, **PHILCOPY CORPORATION** agrees to **PROCUREMENT OF VARIOUS COLORED TONER FOR THE KYOCERA DIGITAL COPIER OF THE CITY MAYOR'S OFFICE** in accordance with his/her/its Bid.

MAR 21 2022



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

  
RICHARD L. LOSANTAS

Authorized Representative

for:

PHILCOPY CORPORATION

#### ACKNOWLEDGEMENT

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

BEFORE ME this MAR 09 2022 day, 2022 in the City of Sorsogon,  
Province of Sorsogon, Philippines, personally appeared :

NAME

TAX IDENTIFICATION NUMBER

MA. ESTER E. HAMOR

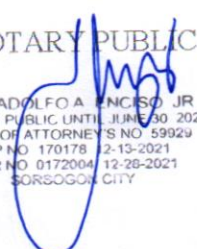
948-889-852

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 ADOLFO A. ENCISO JR  
NOTARY PUBLIC UNTIL JUNE 30 2022  
ROLL OF ATTORNEYS NO. 59929  
IBP NO. 170178 12-13-2021  
PTR NO. 0172004 12-26-2021  
SORSOGON CITY

Doc No. 297 ;  
Page No. 67 ;  
Book No. Lx ;  
Series of 2022 ;



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

## NOTICE TO PROCEED

March 21, 2022

**MR. RICHARD L. LOSANTAS**  
Authorized Representative  
**PHILCOPY CORPORATION**  
G/F Coastway Building  
F Imperial Street, Extension Barangay 18  
Legazpi City

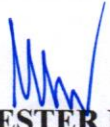
Dear Mr. Losantas:

The attached Contract Agreement having been approved, notice is hereby given to **PHILCOPY CORPORATION** that delivery may commence on the **PROCUREMENT OF VARIOUS COLORED TONER FOR THE KYOCERA DIGITAL COPIER OF THE CITY MAYOR'S OFFICE**, effective immediately.

Upon receipt of this notice, you are responsible for performing the services 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 City Government of Sorsogon.

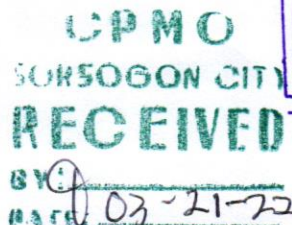
Very truly yours,

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

I acknowledge receipt of this Notice on 3/23/2022

Name of the Representative of the Bidder: RICHARD LOSANTAS

Authorized Signature: 



CIP /5470/21/06/1165