



Standard Form Number: SF-GOOD-48

Revised on: May, 2004

## Notice of Award

March 17, 2022

**MS. MA.ELENA T. MORADA**

Proprietor

38MJ ENTERPRISES

Seminary Avenue, OLV Bibinchan,

Sorsogon City

Dear Ms. Morada:

Based on the BAC Resolution recommending Award which was approved by the Head of the Procuring Entity, we are pleased to inform you that the **PROCUREMENT OF JANITORIAL SUPPLIES FOR CGSO** in the amount of **Seventy One Thousand Six Hundred Seventy Nine Pesos (Php 71,679.00 ) Only** is hereby awarded to you.

Very truly yours,

**MA. ESTER E. HAMOR**

City Mayor

Conforme:

**MS. MA.ELENA T. MORADA**

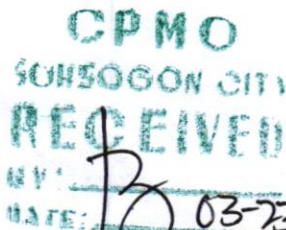
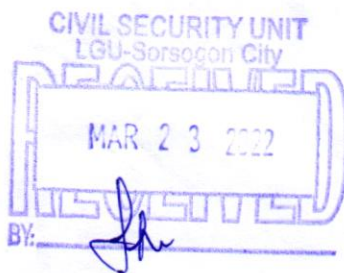
Proprietor

38MJ ENTERPRISES

Seminary Avenue, OLV Bibinchan,

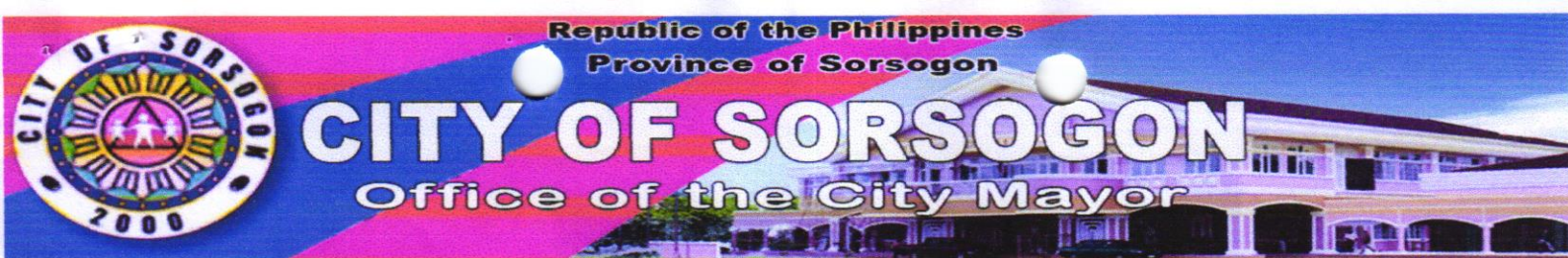
Sorsogon City

Date: 3/18/2022



CIP /5470/21/06/1165





Contract No. 284-2022 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 **MA. ELENA T. MORADA** proprietor of **38MJ 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 JANITORIAL SUPPLIES FOR THE CITY GENERAL SERVICES OFFICE** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **Seventy One Thousand Six Hundred Seventy Nine Pesos (Php 71,679.00 ) 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

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 **Seventy One Thousand Six Hundred Seventy Nine Pesos (Php 71,679.00 ) Only** or such other sums as may be ascertained, **38MJ ENTERPRISES** agrees to viz **SUPPLY AND DELIVERY OF JANITORIAL SUPPLIES FOR THE CITY GENERAL SERVICES OFFICE** in accordance with his/her/its Bid.

WITNESS

MA. ESTER E. HAMOR  
CITY MAYOR

MA. ELENA T. MORADA  
Proprietor

CPMO  
SORSOGON CITY  
RECEIVED  
BY: *[Signature]*  
DATE: *03-25-2022*

CITY SECURITY UNIT  
LGU-Sorsogon CB

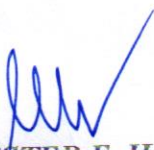
MAR 23 2022

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MAR 23 2022  
CMAO Division



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**

  
MA. ELENA T. MORADA

Proprietor

for:

**38MJ ENTERPRISES**

#### ACKNOWLEDGEMENT

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

BEFORE ME this APR 27 2022 day 27 2022, 2022 in the City of Sorsogon,  
Province of Sorsogon, Philippines, personally appeared :

NAME

TAX IDENTIFICATION NUMBER

MA. ESTER E. HAMOR

MARIA ELENA T. MORADA

948-889-852

240-883-258

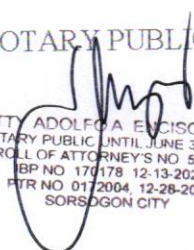
Known to me to be the same persons who executed the forgoing instrument and acknowledged to me that the same is free and voluntary act and deed of the entities which they represent respectively.

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.

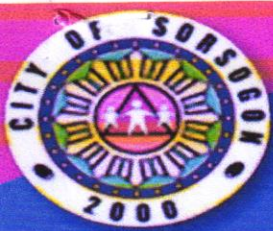
IN WITNESS WHEREOF, I have hereunto set my hand the day, the year and place above written.

Doc No. 9 ;  
Page No. 3 ;  
Book No. LXIII ;  
Series of 2022 ;

NOTARY PUBLIC

  
ATTY. ADOLFO A. ENCISO JR.  
NOTARY PUBLIC UNTIL JUNE 30, 2022  
ROLL OF ATTORNEY'S NO. 59929  
IBP NO. 170178 12-13-2021  
PTR NO. 0172004 12-28-2021  
SORSOGON CITY





# CITY OF SORSOGON

Office of the City Mayor

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

## NOTICE TO PROCEED

March 21, 2022

**MS. MA.ELENA T. MORADA**

Proprietor

38MJ ENTERPRISES

Seminary Avenue, OLV Bibincahan,  
Sorsogon City


Dear Ms. Morada:

The attached Contract Agreement having been approved, notice is hereby given to **38MJ ENTERPRISES** that delivery may commence on the **SUPPLY AND DELIVERY OF JANITORIAL SUPPLIES FOR THE CITY GENERAL SERVICES OFFICE**, effective immediately.

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 3/23/2022

Name of the Representative of the Bidder: MARIA ELENA T. MORADA

Authorized Signature: 

