

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

## Notice of Award

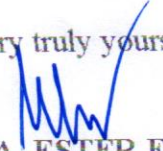
April 18, 2022

**MS. MA.ELENA T. MORADA**  
Proprietor  
38MJ ENTERPRISES  
Seminary Avenue, OLV Bibincahan,  
Sorsogon City

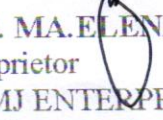
Dear Ms. Morada:

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 OFFICE SUPPLIES FOR USE AT THE OFFICE OF COUNCILOR ATUTUBO** in the amount of **One hundred Twenty Seven Thousand Three Hundred Sixty & 75/100 Pesos (Php 127,360.75 )** Only is hereby awarded to you.

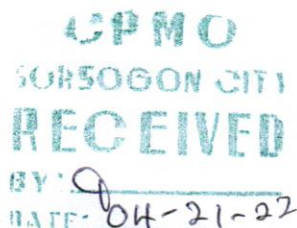
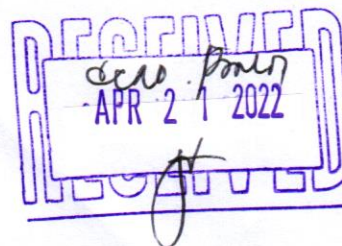
Very truly yours,

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

Conforme:

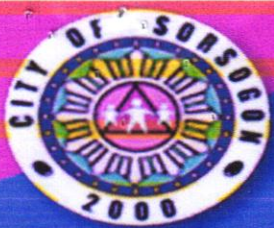
  
**MS. MA.ELENA T. MORADA**  
Proprietor  
38MJ ENTERPRISES  
Seminary Avenue, OLV Bibincahan,  
Sorsogon City

Date: 4/18/2022



CIP /5470/21/08/1165





# CITY OF SORSOGON

Office of the City Mayor

Contract No. 561-2022 SVP

## CONTRACT AGREEMENT

THIS AGREEMENT made this **18th** day of **April**, **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 **PROCUREMENT OF OFFICE SUPPLIES FOR USE AT THE OFFICE OF COUNCILOR ATUTUBO** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **One hundred Twenty Seven Thousand Three Hundred Sixty& 75/100 Pesos (Php 127,360.75 ) 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 **One hundred Twenty Seven Thousand Three Hundred Sixty& 75/100 Pesos (Php 127,360.75 ) Only** or such other sums as may be ascertained, **38MJ ENTERPRISES** agrees to viz **PROCUREMENT OF OFFICE SUPPLIES FOR USE AT THE OFFICE OF COUNCILOR ATUTUBO** in accordance with his/her/its Bid.



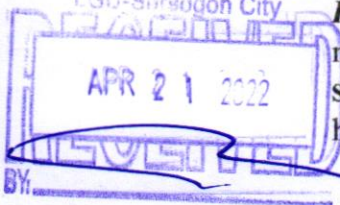
MA. ESTER E. HAMOR  
CITY MAYOR

CPMO  
SORSOGON CITY  
RECEIVED

BY: [Signature]  
DATE: 04-21-22

MA. ELENA T. MORADA  
Proprietor

CIVIL SECURITY UNIT  
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**

  
**MA. ELENA T. MORADA**

*Proprietor*

*for:*

**38MJ ENTERPRISES**

#### ACKNOWLEDGEMENT

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

BEFORE ME this MAY 31 2022, 2022 in the City of Sorsogon,  
Province of Sorsogon, Philippines, personally appeared :

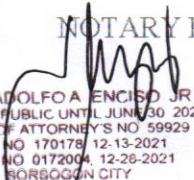
NAME	TAX IDENTIFICATION NUMBER
MA. ESTER E. HAMOR	948-889-852
MARIA ELENA T. MORADA	240-883-258

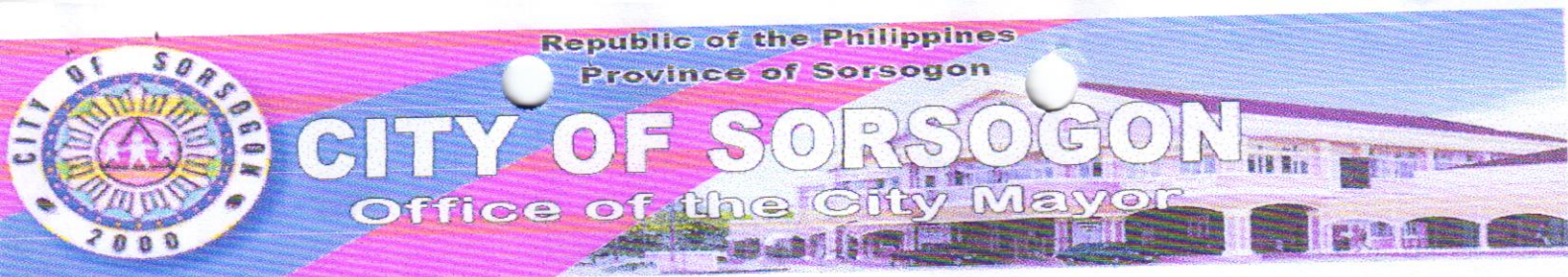
Known to me to be the same persons who executed the forgoing instrument and acknowledged to me that the same is free and voluntary act and deed of the entities which they represent respectively.

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. 492 ;  
Page No. 102 ;  
Book No. LXII ;  
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



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

## NOTICE TO PROCEED

April 19, 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 **PROCUREMENT OF OFFICE SUPPLIES FOR USE AT THE OFFICE OF COUNCILOR ATUTUBO**, 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 4/20/2022

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

Authorized Signature: 

