



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

## Notice of Award

December 5, 2022

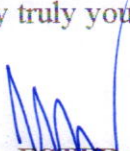
Ms. ERENA D. BENZON  
Proprietor  
ERL Pharma  
Benzon Bldg. Magsaysay Street  
Sulucan, Sorsogon City

Dear Ms. Benzon:


We are happy to notify you that your Bid dated November 23, 2022 for the **SUPPLY AND DELIVERY OF HYGIENE KITS** with Contract No. **GS 2022-10-053**, for the Contract Price equivalent to **Nine Million Eight Hundred Ninety Seven Thousand Two Hundred Fifty (P 9,897,250.00) Only**, as corrected and modified.

You are hereby required to provide within ten (10) days the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of this award and forfeiture of the bid security.

Very truly yours,

  
MA. ESTEN E. HAMOR  
City Mayor

Conforme:

  
Ms. ERENA D. BENZON  
Proprietor  
ERL Pharma  
Benzon Bldg. Magsaysay Street  
Sulucan, Sorsogon City

Date: 12/5/2022



**Contract Agreement**  
**No. B- 2022-038-GS**

THIS AGREEMENT made this **6th** day of **December, 2022** between **Ma. Ester E. Hamor, City Mayor, City of Sorsogon** Philippines ( hereinafter called the " Entity" ) of the one part and **MS. ERENA D. BENZON** Proprietor of **ERL PHARMA** ( hereinafter called the "Supplier" ) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **SUPPLY AND DELIVERY OF HYGIENE KITS** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Nine Million Eight Hundred Ninety Seven Thousand Two Hundred Fifty ( P 9,897,250.00 ) 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.**
3. In consideration for the sum of **Nine Million Eight Hundred Ninety Seven Thousand Two Hundred Fifty ( P 9,897,250.00 ) Only** or such other sums as may be ascertained, **ERL PHARMA** agrees to **SUPPLY AND DELIVERY OF HYGIENE KITS** in accordance with his/her/its Bid.


NANCY D. CABALLERO  
H.D.BAC SECRETARIAT  
WITNESS

MA. ESTER E. HAMOR  
CITY MAYOR

ERLENA D. BENZON  
Proprietor

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**

  
**ERLENA D. BENZON**

*Proprietor*

*for:*

**ERL PHARMA**

**ACKNOWLEDGEMENT**

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

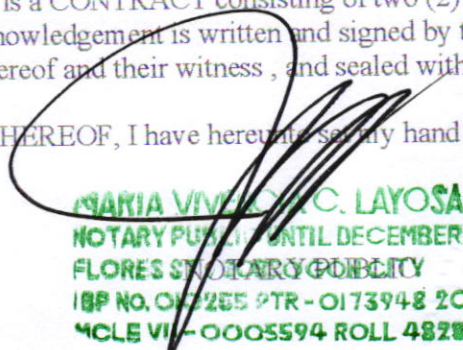
BEFORE ME this \_\_\_\_\_ day **DEC 14 2022**, 2022 in the City of Sorsogon,  
Province of Sorsogon, Philippines, personally appeared :

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.

  
**MARIA VIVIANO C. LAYOSA**  
**NOTARY PUBLIC UNTIL DECEMBER 31, 2025**  
**FLORES ST. NOTARY PUBLICITY**  
**IBP NO. 017255 PTR - 0173948 2022**  
**MCLE VII - 0005594 ROLL 48288**

Doc No. 444 ;  
Page No. 90 ;  
Book No. 374 ;  
Series of 7022 ;



# CITY OF SORSOGON

Office of the City Mayor

## NOTICE TO PROCEED

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

December 7, 2022

Ms. ERLENA D. BENZON  
Proprietor  
ERL Pharma  
Benzon Bldg. Magsaysay Street  
Sulucan, Sorsogon City

Dear Ms. Benzon:

The attached Contract Agreement having been approved, notice is hereby given to ERL PHARMA that delivery may commence on the SUPPLY AND DELIVERY OF HYGIENE KITS , effective on December 7, 2022 .

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. ESTERNE E. HAMOR  
City Mayor

I acknowledge receipt of this Notice on ERLPHARMA

Name of the Representative of the Bidder: ERLENA D. BENZON

Authorized Signature: [Handwritten Signature]

