



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

## Notice of Award

March 16, 2023

**MS. CECIL H. DEHAVEZ**

Proprietor  
CK3B OFFICE SUPPLIES TRADING  
San Roque, Bacon Dist.,  
Sorsogon City

Dear Ms. Dechavez:

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR USE OF THE O.S.S.P.** in the amount of **One Hundred Sixty Thousand One Hundred Nineteen Pesos (₱160,119.00)** is hereby awarded to you.

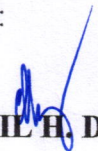
Very truly yours,

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

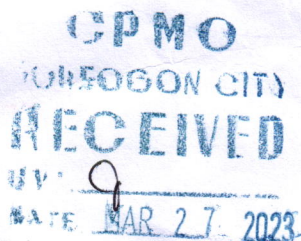
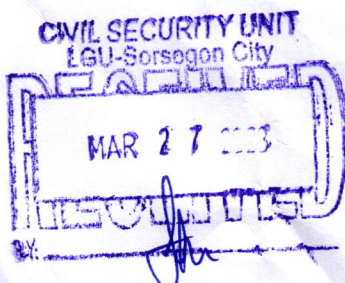
By the Authority of the Mayor

  
**MARK ERIC C. DIONEDA**  
City Vice Mayor

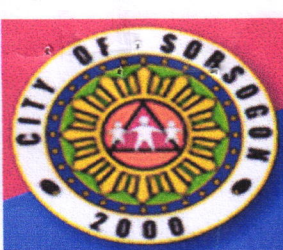
Conforme:

  
**MS. CECIL H. DEHAVEZ**  
Proprietor  
CK3B OFFICE SUPPLIES TRADING  
San Roque, Bacon Dist.,  
Sorsogon City

Date: 3/16/2023



CIP /5470/21/08/1165



# CITY OF SORSOGON

Office of the City Mayor

## CONTRACT AGREEMENT

Contract No. 2023-594 SVP

THIS AGREEMENT made this **17th** day of **March**, 2023 between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines ( hereinafter called the " Entity" ) of the one part and **CECIL 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, viz **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR USE OF THE O.S.S.P** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **\_ One Hundred Sixty Thousand One Hundred Nineteen Pesos ( ₱160,119.00)** (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

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 Sixty Thousand One Hundred Nineteen Pesos ( ₱ 160,119.00)** or such other sums as may be ascertained, **CK3B OFFICE SUPPLIES TRADING** agrees to **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR USE OF THE O.S.S.P.** in accordance with his/her/its Bid.

NANCY D. CABALLERO  
HEAD BIDDING  
WITNESS/TARIAT

MA. ESTER E. HAMOR  
CITY MAYOR

By the Authority of the Mayor

9/17/23  
MARK ERIC C. DIONEDA  
City Vice Mayor

RECEIVED  
CCRO DACCOR  
27 MAR 2023

CPMO  
SORSOGON CITY  
RECEIVED  
BY: [Signature]  
DATE: MAR 27 2023

CECIL H. DECHAVEZ  
Proprietor  
CIVIL SECURITY UNIT  
LGU-Sorsogon City  
MAR 27 2023

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**

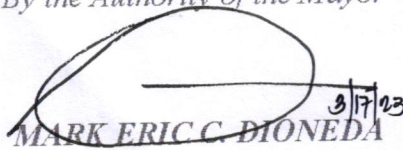
**CECIL H. DECHAVEZ**

*Proprietor*

*for:*

**CK3B OFFICE SUPPLIES TRADING**

*By the Authority of the Mayor*

  
**MARK ERIC C. DIONEDA**

*City Vice Mayor*


**ACKNOWLEDGEMNT**

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

BEFORE ME this \_\_\_\_\_ day **MAR 17 2023**, 2023 in the City of Sorsogon, Province of Sorsogon, Philippines, personally appeared :

NAME

TAX IDENTIFICATION NUMBER

Mark Eric C. Dioneda   
Cecil H. Dechavez



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.

**ATTY. JOLE E. FULGUERAS**

Notary Public Sorsogon Until Dec. 31, 2023

NOTARY PUBLIC  
Roll No. 63054

Notarial Commission No. 2021-11/047

IBP Lifetime No. 015624 01-06-2017 Pasig City

PTR No. 0600653 01-03-2023 PTO Sorsogon

MCLE COMPLIANCE No. VII - 0000954 09-26-2019 Pasig City

B. Flores St., Piot, Sorsogon City

Doc No. 119 :  
Page No. 24 :  
Book No. CXLVII :  
Series of 2023 :



# CITY OF SORSOGON

Office of the City Mayor



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

## NOTICE TO PROCEED

March 20, 2023

**MS. CECIL H. DEHAVEZ**  
Proprietor  
CK3B OFFICE SUPPLIES TRADING  
San Roque, Bacon Dist.,  
Sorsogon City

Dear Ms. Dechavez:

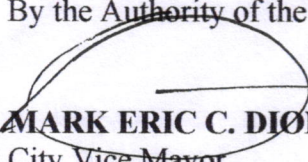
The attached Contract Agreement having been approved, notice is hereby given to **CK3B OFFICE SUPPLIES TRADING** that delivery may commence on the **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE O.S.S.P**, effective immediately.

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

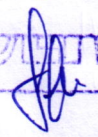
By the Authority of the Mayor


  
**MARK ERIC C. DIONEDA** 3/20/23  
City Vice Mayor

I acknowledge receipt of this Notice on 3/20/23

Name of the Representative of the Bidder: \_\_\_\_\_

Authorized Signature: 

CIVIL SECURITY UNIT  
LGU-Sorsogon City  
**RECEIVED**  
MAR 27 2023  
BY: 

**CPMU**  
SORSOGON CITY  
**RECEIVED**  
BY:   
DATE: MAR 27 2023

**RECEIVED**  
CCPO-BACOR  
27 MAR 2023  
