



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

## Notice of Award

February 22, 2024

**MR. DIOCORO D. LABAYO**  
Proprietor  
SORSOGON MIRROR AND PRINTING SERVICES  
Tugos, West District  
Sorsogon City

Dear Mr. Labayo,

We are pleased to inform you that the Project , **PRINTING OF P.W.D. I.D. CARD, MEDICINE BOOKLET & PURCHASE BOOKLET FOR 1<sup>ST</sup> QUARTER 2024** is hereby awarded to your company in the amount of *Eighty Thousand Pesos & 0/100 ( P 80,000.00 ) Only* .

Based on evaluation of your documents submitted the Bids and Awards Committee finds your quotation to be the lowest calculated and responsive quotation for the said project.

Very truly yours,

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

Conforme:

**MR. DIOCORO D. LABAYO**  
Proprietor  
SORSOGON MIRROR AND PRINTING SERVICES  
Tugos, West District  
Sorsogon City

CITY PUBLIC MARKET OFFICE  
**RECEIVED**  
Received by:   
Date & Time: 2-29-24

Date: 2-22-24

CIVIL SECURITY UNIT  
LGU Sorsogon City  
**RECEIVED**  
FEB 29 2024  
BY:

**RECEIVED**  
  
FEB 29 2024





# CITY OF SORSOGON

Office of the City Mayor



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

## NOTICE TO PROCEED

February 26, 2024


**MR. DIOCORO D. LABAYO**  
Proprietor  
SORSOGON MIRROR AND PRINTING SERVICES  
Tugos, West District  
Sorsogon City

Dear Mr. Labayo,

The attached Contract Agreement having been approved, notice is hereby given to **SORSOGON MIRROR AND PRINTING SERVICES** that delivery may commence on **PRINTING OF P.W.D. I.D. CARD, MEDICINE BOOKLET & PURCHASE BOOKLET FOR 1ST QUARTER 2024**, effective immediately.


Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below.

Very truly yours,

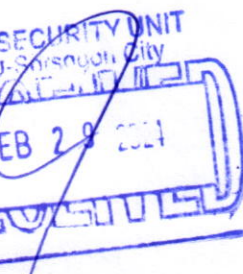
  
**MA. ESTER E. HAMOR**  
City Mayor

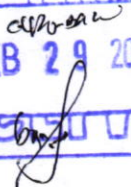
I acknowledge receipt of this Notice on 2-26-24

Name of the Representative of the Bidder: DIOCORO D. LABAYO

Authorized Signature: 

CITY PUBLIC MARKET OFFICE  
**RECEIVED**  
Received by:   
Date & Time: 2-29-24

CIVIL SECURITY UNIT  
LGU-Sorsogon City  
**RECEIVED**  
FEB 29 2024  
BY: 

**RECEIVED**  
  
FEB 29 2024





Contract No. 2024- 0174 SVP

### CONTRACT AGREEMENT

THIS AGREEMENT made this 23rd day of February, 2024 between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines ( hereinafter called the " Entity" ) of the one part and **DIOCORO D. LABAYO** proprietor of **SORSOGON MIRROR AND PRINTING SERVICES** ( hereinafter called the "Supplier" ) of the other part:

WITNESS  
SARAY R. OSM

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **PRINTING OF P.W.D. I.D. CARD, MEDICINE BOOKLET & PURCHASE BOOKLET FOR 1ST QUARTER 2024** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Eighty Thousand Pesos & 0/100 ( P 80,000.00 ) 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.**

3. In consideration for the sum of **Eighty Thousand Pesos & 0/100 ( P 80,000.00 ) Only** or such other sums as may be ascertained, **SORSOGON MIRROR AND PRINTING SERVICES** agrees to **PRINTING OF P.W.D. I.D. CARD, MEDICINE BOOKLET & PURCHASE BOOKLET FOR 1ST QUARTER 2024** in accordance with his/her/its Bid

MA. ESTER E. HAMOR  
CITY MAYOR

CITY PUBLIC MARKET OFFICE  
**RECEIVED**


Received by: [Signature]  
Date & Time: 2-29-24

**RECEIVED**  
FEB 29 2024  
DIOCORO D. LABAYO  
Proprietor

CIVIL SECURITY UNIT  
LGU-Sorsogon City  
**RECEIVED**  
FEB 29 2024

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**

  
**DIOCORO D. LABAYO**

*Proprietor*

for:

**SORSOGON MIRROR AND PRINTING SERVICES**

**ACKNOWLEDGEMENT**

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

BEFORE ME this MAR 12 2024 day, 2024 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

Doc No. 576 ;  
Page No. 105 ;  
Book No. 428 ;  
Series of 2024 ;

**ATTY. MARIA VIVENCIA C. LAYOSA**  
NOTARY PUBLIC UNTIL DEC. 31, 2025  
FLORES ST./P.O. ST., SORSOGON CITY  
IBP LICENSE NO. 010215 PTD 6893878 2024  
MCEVII-0005594 ROLL NO. 48288