

# CITY OF SORSOGON

Office of the City Mayor

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

## Notice of Award

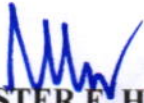
December 04, 2024

**Ms.ERLENA D. BENZON**  
Proprietor  
ERL Pharma  
Magsaysay St.  
Sulucan, Sorsogon City


Dear Ms. Benzon,

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the SUPPLY AND DELIVERY OF ANTI RABIES VACCINE in the amount of Three Hundred Fifty Seven Thousand and 0/100 Pesos ( P 357,000.00) Only is hereby awarded to you.

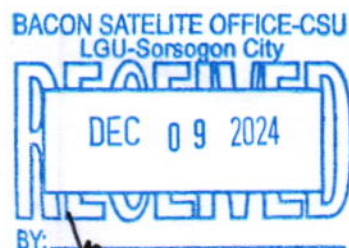
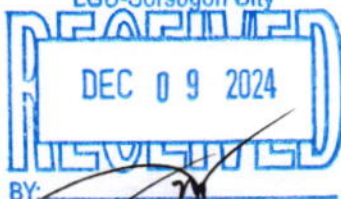
Very truly yours,

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

Conforme:

  
**Ms.ERLENA D. BENZON**  
Proprietor  
ERL Pharma  
Magsaysay St.  
Sulucan, Sorsogon City

Date: 12.4.24  
**CIVIL SECURITY UNIT**  
LGU-Sorsogon City



CIP /5470/21/06/1165





Contract No. 2024- 1776 SVP

**CONTRACT AGREEMENT**

THIS AGREEMENT made this 5<sup>th</sup> day of **December** ,2024 between **Ma. Ester E. Hamor** , City Mayor, **City of Sorsogon** Philippines ( hereinafter called the “ Entity” ) of the one part and **ERLENA D. BENZON** Authorized Representative 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 ANTI RABIES VACCINE** during the State of Health Emergency and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **Three Hundred Fifty Seven Thousand and 0/100 Pesos ( ₱ 357,000.00) 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;
  - 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.**

WITNESS  
  
MA. ESTER E. HAMOR  
CITY MAYOR

BACON SATELITE OFFICE-CSU  
LGU-Sorsogon City  
DEC 09 2024  
RECEIVED  
BY: [Signature]  
  
CITY PUBLIC MARKET OFFICE  
LGU-Sorsogon City  
DEC 09 2024  
RECEIVED  
BY: [Signature]  
  
CIVIL SECURITY UNIT  
LGU-Sorsogon City  
DEC 09 2024  
RECEIVED  
BY: [Signature]

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;



3. In consideration for the sum of sum Three Hundred Fifty Seven Thousand and 0/100 Pesos (P 357,000.00) Only or such other sums as may be ascertained, ERL Pharma agrees to viz SUPPLY AND DELIVERY OF ANTI RABIES VACCINE in accordance with his/her/its Bid.
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 09 2024, 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. 135 ;  
Page No. 27 ;  
Book No. 40 ;  
Series of 2025 ;

  
ATTY. ADOLF M. GIGANTOCA  
Notary Public  
M.H. Del Pilar St., Talisay, Sorsogon City, Sorsogon 4700  
Roll of Atty. No. 60495: 03/23/2012  
IBP No. 482213: 12/10/2023; For the year 2025  
PTR No. 07231027: 12/10/2024; For the year 2025  
MCLE Compliance No. VII-0014398: 10/09/2024  
Notarial Commission No. 2023-363  
Valid until December 31, 2025



# CITY OF SORSOGON

Office of the City Mayor

Standard Form Number: SF-GOOD-56

Revised on: May 24, 2004

## NOTICE TO PROCEED

December 6 , 2024

**Ms.ERLENA D. BENZON**

Proprietor

ERL Pharma

Magsaysay St.


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 ANTI RABIES VACCINE** effective immediately.

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

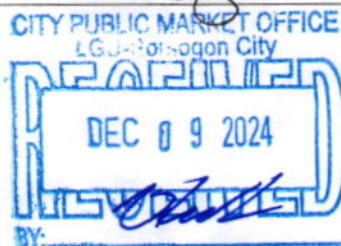
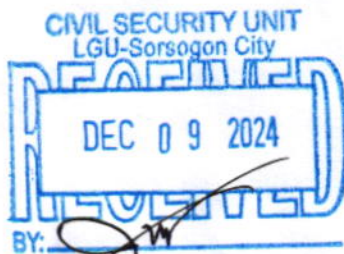
Very truly yours,

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

I acknowledge receipt of this Notice on 12.6.24

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

Authorized Signature: 



CIP /5470/21/06/1165