



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

Notice of Award

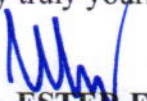
March 14, 2025

RICHARD L. LOSANTAS
Authorized Representative
PHILCOPY CORPORATION
G/F Coastway Building F. Imperial St
Extension Barangay 18
Legaspi City, Albay

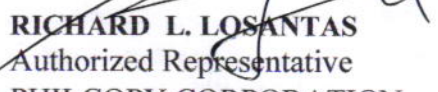
Dear Mr. Losantas,

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the **SUPPLY AND DELIVERY OF TONER CARTRIDGE FOR PHOTOCOPIER FOR USE AT CMO** in the amount of **Two Hundred Forty Six Thousand Three Hundred Thirty Pesos (₱ 246,330.00) Only** is hereby awarded to you.

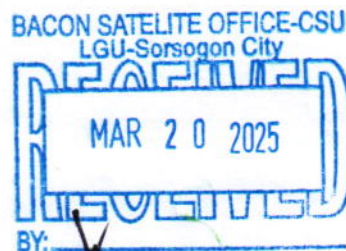
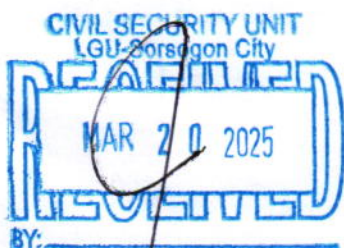
Very truly yours,


MA. ESTER E. HAMOR
City Mayor

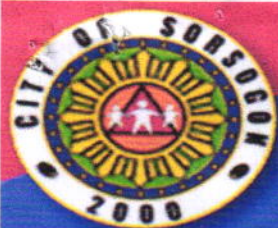
Conforme:


RICHARD L. LOSANTAS
Authorized Representative
PHILCOPY CORPORATION
G/F Coastway Building F. Imperial St
Extension Barangay 18
Legaspi City, Albay

Date: 3-14-25



CIP /5470/21/06/1165



CITY OF SORSOGON

Office of the City Mayor

Contract No. 2025- 304 SVP

CONTRACT AGREEMENT

THIS AGREEMENT made this 17th day of **March**, 2025 between **Ma. Ester E. Hamor**, City Mayor, City of Sorsogon Philippines (hereinafter called the " Entity") of the one part and **RICHARD L. LOSANTAS** Authorized Representative of **PHILCOPY CORPORATION** (hereinafter called the "Supplier") of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **SUPPLY AND DELIVERY OF TONER CARTRIDGE FOR PHOTOCOPIER FOR USE AT CMO** 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 **Two Hundred Forty Six Thousand Three Hundred Thirty Pesos (₱ 246,330.00)** **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

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;

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 sum **Two Hundred Forty Six Thousand Three Hundred Thirty Pesos (₱ 246,330.00)** **Only** or such other sums as may be ascertained, **PHILCOPY CORPORATION** agrees to viz **SUPPLY AND DELIVERY OF TONER CARTRIDGE FOR PHOTOCOPIER FOR USE AT CMO** in accordance with his/her/its Bid.

WITNESS

MA. ESTER E. HAMOR
CITY MAYOR

MAR 20 2025

BY:

CITY PUBLIC MARKET OFFICE
LGU-Sorsogon City

MAR 20 2025

RICHARD L. LOSANTAS
Authorized Representative


SECURITY UNIT
LGU-Sorsogon City

MAR 20 2025

BY:

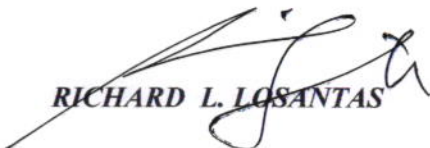
4. The City Government of Sorsogon agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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


RICHARD L. LOSANTAS
Authorized Representative

for:

PHILCOPY CORPORATION

ACKNOWLEDGEMENT

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

BEFORE ME this MAY 13 2025, 2025 in the City of Sorsogon,
Province of Sorsogon, Philippines, personally appeared :

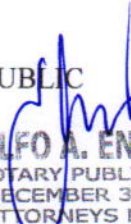
NAME	TAX IDENTIFICATION NUMBER
MA. ESTER E. HAMOR	948-889-852

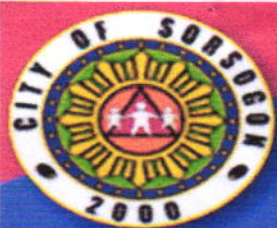
Known to me to be the same persons who executed the forgoing instrument and acknowledged to me that the same is free and voluntary act and deed of the entities which they represent respectively.

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.

Doc No. 433 ;
Page No. 68 ;
Book No. 87 ;
Series of W ;

NOTARY PUBLIC

ATTY. ADOLFO A. ENCISO, JR.
NOTARY PUBLIC
UNTIL DECEMBER 31, 2025
ROLL OF ATTORNEYS NO. 59929
IBP NO. 482494; 12.11.24
PTR NO. 07230718; 12.11.24
SORSOGON CITY



CITY OF SORSOGON

Office of the City Mayor

Standard Form Number: SF-GOOD-56

Revised on: May 24, 2004

NOTICE TO PROCEED

March 18, 2025

RICHARD L. LOSANTAS

Authorized Representative

PHILCOPY CORPORATION

G/F Coastway Building F. Imperial St

Extension Barangay 18

Legaspi City, Albay

Dear Mr. Losantas,

The attached Contract Agreement having been approved, notice is hereby given to **PHILCOPY CORPORATION** that delivery may commence on the **SUPPLY AND DELIVERY OF TONER CARTRIDGE FOR PHOTOCOPIER FOR USE AT CMO** 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 3-18-25

Name of the Representative of the Bidder: RICHARD LOSANTAS

Authorized Signature: _____

