



ISO 9001:2015

OFFICE OF THE EXECUTIVE DIRECTOR

January 03, 2024

Notice to Proceed

MS. NELA C. SOTALBO

Proprietress
 SMS Marketing
 5165 National highway
 Brgy. Maahas
 Los Baños, Laguna

Dear **Ms. Sotalbo**:

The attached Contract Agreement for the project **Supply and Delivery of Q1 CY2024 Office Supplies for Lot A** having been approved, notice is hereby given to SMS Marketing that the supplies should be delivered within thirty (30) calendar days upon signing/ conforming with this notice to proceed.

Upon receipt of this notice, you are responsible for performing the service under the terms and conditions of the Agreement and in accordance with the implementation Schedule.

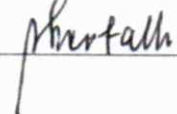
Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to PCAARRD.

Very truly yours,


REYNALDO V. EBORA, PhD
 Executive Director

I acknowledge receipt of this Notice on 1/19/24

Name of the Representative of the Bidder Nela C. Sotalbo

Authorized Signature 

Paseo de Valmayor, Brgy. Timugan, Los Baños, Laguna, Philippines 4030
 Tel. No. (63) (49) 554-9670
 Fax No. (63) (49) 536-0016; 536-7922
 Manila Liaison Office: 2F Metrology Center, ITDI-DOST, Bicutan, Taguig City, Metro Manila 1631/ Tel. No. (63) (2) 837-1651
 E-mail: pcaarrd@pcaarrd.dost.gov.ph / <http://www.pcaarrd.dost.gov.ph>



Contract Agreement Form for the Procurement of Goods (Revised)
[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made this 04 day of January 2024 between PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT (PCAARRD) of Los Baños, Laguna, Philippines, hereinafter called "the Entity" and SMS MARKETING of 5165 National Highway Brgy. Maahas Los Baños, Laguna, Philippines, hereinafter called "the Supplier";

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Supply and Delivery of Q1 CY2024 Office Supplies for Lot A** has accepted a Bid by the Supplier for the supply of those goods and services in the sum **FIVE HUNDRED FORTY-ONE THOUSAND FOUR HUNDRED NINETY-THREE PESOS ONLY (541,493.00)**, hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as 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.


KIN MARWEE C. SOTALBO
Business Representative


NEL C. SOTALBO
Proprietress


JAIVEE ANN M. FABADERC
OIC/FAD Accounting


SUSAN S. MOLINA
Chief Administrative Officer


REYNALDO V. EBORA
Executive Director

3. In consideration for the sum of **FIVE HUNDRED FORTY-ONE THOUSAND FOUR HUNDRED NINETY-THREE PESOS ONLY (541,493.00)**, or such other sums as may be ascertained, *SMS MARKETING* agrees to supply and deliver the goods in accordance with his/her/its Bid.
4. The **PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT (PCAARRD)** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

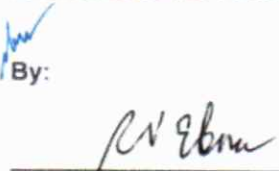
IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

**PHILIPPINE COUNCIL FOR AGRICULTURE,
AQUATIC AND NATURAL RESOURCES
RESEARCH AND DEVELOPMENT**


SMS MARKETING

By:

By:



REYNALDO V. EBORA
Executive Director



NELA C. SOTALBO
Proprietress

Signed in the Presence of:



SUSAN S. MOLINA
Chief Administrative Officer



KIN MARWEE C. SOTALBO
Business Representative

Certified Funds Available:



JAIVEE ANN M. TABADERO
OIC, FAD-Accounting
PCAARRD

REPUBLIC OF THE PHILIPPINES)
PROVINCE/CITY OF) S.S.
MUNICIPALITY OF)

ACKNOWLEDGEMENT

Before me, this JAN 19 2024 day of 20, appeared:


DR. REYNALDO V. EBORA with Philippine Passport No. S0005685A issued at DFA Manila on August 17, 2017 and MS. NELA C. SOTALBO with Tax Clearance Certificate No. ~~98-011-02-21-1427~~ issued at San Pablo City on Feb. 27, 2023 known to me to be the same persons who executed the foregoing instrument and who acknowledge the same to be their free and voluntary act and deed of this entities which they represent.

I further certify that the foregoing Contract Agreement consist of three (3) pages, including the page upon on which this Acknowledgment is written, and the parties hereto and their witnesses have affix their signature on the space provided for on this page and on the margin of each and every page.

WITNESS MY HAND AND SEAL on the date and at the place first above written.

Notary Public

Doc No. 395
Page No. 80
Book No. 258
Series of 2024


ATTY. CAESAR M. ANGELES
NOTARY PUBLIC-UNTIL DEC. 31, 2024
CALAMBA CITY, LOS BAÑOS, BAY
AND CALAUAN, LAGUNA-ROLL NO. 32172
PTR NO. 2694134-A-01-2-2024-LOS BAÑOS, LAG.
NOT COMM. NO. 04-2023-C/12/14/2022
IBP NO. 328862-12/15/23
MCLE COMPLIANCE NO. VII-0009971/02/15/2022



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Award Notice Abstract (Ref No.: 4636129)

Status: Updated

<p>Reference Number: 10048003</p> <p>Control Number: IB Nos. 23-08-15a-EPA to 23-08-15b-EPA</p> <p>Bid Notice Title: Supply and Delivery of Q1 CY 2024 (Early Procurement Activity)</p> <p>Approved Budget: Php1,986,314.83</p> <p>Procurement Mode: Public Bidding</p> <p>Classification: Goods</p> <p>Category: Office Supplies and Devices</p> <p>Applicable Procurement Rules: Implementing Rules and Regulations</p> <p>Funding Source: Government of the Philippines (GOP)</p> <p>Funding Instrument: National Expenditure Program (NEP) for the succeeding year - Single Year</p> <p>Area of Delivery: Laguna</p> <p>Delivery Period: 30 Day/s</p> <p>Contact Person: Chairperson, BAC</p> <p>Created By: Jose Raymond Manalo</p>	<p style="text-align: center;">DEPARTMENT OF SCIENCE AND TECHNOLOGY-PCAARRD Paseo de Valmayor, Timugan, Los Baños Laguna, Region IV-A, Philippines</p> <p style="text-align: center;">Office Supplies</p> <p>Awardee : SMS MARKETING</p> <p>Address : Highway Batong Malaki Los Baños Laguna, Region IV-A, Philippines</p> <p>Contact Person : Nela C Sotalbo</p> <p>Designation : Proprietor</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">#</th> <th style="text-align: left;">Product/Service/Project Name</th> <th style="text-align: left;">Budget</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Office Supplies, Common-use Supplies, 44120000, 9978, Piece</td> <td>Php779,526.03</td> </tr> </tbody> </table> <p>Reason for Award : lowest calculated and most responsive bid</p>	#	Product/Service/Project Name	Budget	1	Office Supplies, Common-use Supplies, 44120000, 9978, Piece	Php779,526.03	<p>Award Type: Award Notice</p> <p>Contract Amount: Php541,493.00</p> <p>Award Date: 27-Dec-2023</p> <p>Publish Date: 23-Jan-2024</p> <p>Date Last Updated: 23-Jan-2024</p> <p>Contract Number: Contract No. 004-2024</p> <p>Proceed Date: 19-Jan-2024</p> <p>Contract Effectivity Date: 19-Jan-2024</p> <p>Contract End Date: 18-Feb-2024</p> <p>Created By: Jose Raymond Ajes Manalo</p> <p>Date Created: 23-Jan-2024</p> <p>Approver:</p> <p>View Documents: 4</p>
#	Product/Service/Project Name	Budget						
1	Office Supplies, Common-use Supplies, 44120000, 9978, Piece	Php779,526.03						