DOST-PCAARRD
Department of Science and Technology
PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT
ISO 9001:2015

Certificate No. AJA13-0034

OFFICE OF THE EXECUTIVE DIRECTOR

Notice to Proceed

January 31, 2019

MS. NELA C. SOTALBO
Proprietress
SMS Marketing
9068 National Highway
Brgy. Batong Malake
Los Baños, Laguna

Dear **Ms. Sotalbo**:

The attached Contract Agreement having been approved, notice is hereby given to **SMS Marketing** that "Supply and Delivery of Office Supplies and Consumables" should be within ten (10) calendar days after signing/conforming of this notice.

Upon receipt of this notice, you are responsible for performing the services 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
Acting Executive Director

I acknowledge receipt of this Notice on March 8, 2019

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 No. 001
Jan. 31. 2019

CONTRACT AGREEMENT

This Agreement made, this 14 FEB 2019 day of _____ 2019, between **PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT (PCAARRD)** of Los Baños, Laguna (hereinafter called "the Entity") of the one part and **SMS MARKETING** of Los Baños, Laguna (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 and Consumables (Q1 CY 2019)" and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **NINE HUNDRED THIRTY SIX THOUSAND TWO HUNDRED EIGHTY FIVE PESOS (P936,285.00)** (hereinafter called "the Contract Price") for Lot A and B.

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 shall be deemed to form and be read and construed as part of this Agreement, viz.:
   (a) the Supplier's Bid, including the Technical and Financial Proposals;
   (b) the Schedule of Requirements;
   (c) the Technical Specifications;
   (d) the General Conditions of Contract;
   (e) the Special Conditions of Contract;
   (f) the Performance Security; and
   (g) the Entity's Notice of Award.

3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

CORAZON P. SALUD
End-User
PCAARRD

DEMETRIO M. CINCO
Director, FAD
PCAARRD

NELA C. SOTALBO
Proprietress
SMS MARKETING

REYNALDO V. EBORA
Acting Executive Director
PCAARRD

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
Los Baños, Laguna

By:

REYNALDO V. EBORA
Acting Executive Director

SMS MARKETING
9068 National Highway
Brgy. Batong Malake
Los Baños, Laguna

By:

NELA C. SOTALBO
Proprietress

Signed in the Presence of:

DEMETRIO M. CINCO
Division Director, FAD

CORAZON P. SALUD
End-user

Certified Funds Available:

CAROLINA T. BOSQUE
Chief Accountant
PCAARRD

ORS# dtd

ACKNOWLEDGMENT

14 FEB 2019

Before me, this _____ day of _____ 2018, appeared:

DR. REYNALDO V. EBORA, with Philippine Passport No. OE0024199 issued on March 2, 2015 at DFA Manila and MS.NELA C. SOTALBO with CTC#_____ 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.

ATTY. ELENO O. PERALTA
Notary Public Until December 31, 2019
Calamba City, Los Baños, Bay, Calauan, Laguna
PTR No. 6019824/01-03-19/Calamba
IBP No. 060711/01-04-19/No. Chapter

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. _____
IBP No. _____

Doc. No. 217
Page No. 45
Book No. 349
Series of 2019

CORAZON P. SALUD
End-User
PCAARRD

DEMETRIO M. CINCO
Director, FAD
PCAARRD

NELA C. SOTALBO
Proprietress
SMS MARKETING

REYNALDO V. EBORA
Acting Executive Director
PCAARRD

Item No.	Description	Unit	Quantity	Unit Cost	Total Cost
Lot A - Office Supplies (ABC: Php 359,208.60)					
1	Adhesive, instant glue, 1g	piece	5	20.00	100.00
2	Alcohol, ethyl, 70% solution, 500 ml.	bottle	150	70.00	10,500.00
3	Ballpen, ordinary, black	piece	500	6.00	3,000.00
4	Ballpen, ordinary, blue	piece	500	6.00	3,000.00
5	Ballpen, super grip, black	piece	50	45.00	2,250.00
6	Ballpen, super grip, blue	piece	100	45.00	4,500.00
7	Battery, AA, Alkaline	piece	150	35.00	5,250.00
8	Battery, AA, rechargeable, eneloop	piece	25	150.00	3,750.00
9	Battery, AAA, Alkaline	piece	50	35.00	1,750.00
10	Battery, AAA, rechargeable, eneloop	piece	20	150.00	3,000.00
11	BINDER, 3-ring, D-type, A4, (3"), with insert clear-view pocket on front, back and spine for label, color: black/navy blue	piece	50	180.00	9,000.00
12	BINDER, 3-ring, D-type, legal, (2"), with insert clear-view pocket on front, back and spine for label, color: black/navy blue	piece	50	180.00	9,000.00
13	BINDER, 3-ring, D-type, legal, (3"), with insert clear-view pocket on front, back and spine for label, color: black/navy blue	piece	50	200.00	10,000.00
14	Blade, heavy duty (L500) 10 pcs per pack	pack	1	150.00	150.00
15	Blade, heavy duty cutter small, 10 pcs./pack	pack	1	140.00	140.00
16	Board, specialty, short, cream, 10 sheets/pack	pack	100	30.00	3,000.00
17	Cartolina, 2 ply, red	piece	25	8.00	200.00
18	Cartolina, 2 ply, blue	piece	25	8.00	200.00
19	Cartolina, 2 ply, green	piece	25	8.00	200.00
20	Cartolina, 2 ply, orange	piece	25	8.00	200.00
21	Cartolina, 2 ply, white	piece	25	8.00	200.00
22	Cartolina, 2 ply, yellow	piece	25	8.00	200.00
23	Certificate Holder A4, blue	piece	100	35.00	3,500.00
24	Certificate Holder, A4, black	piece	100	35.00	3,500.00
25	Clip, backfold, 19mm (3/4"), 12 pcs per box	box	50	15.00	750.00
26	Clip, backfold, 25mm (1"), 12 pcs per box	box	50	20.00	1,000.00
27	Clip, backfold, 32mm (1-1/4"), 12 pcs per box	box	25	30.00	750.00
28	Clip, backfold, 41mm (1-5/8"), 12 pcs per box	box	25	50.00	1,250.00
29	Clip, backfold, 50mm (2"), 12 pcs per box	box	25	60.00	1,500.00
30	Compact disk recordable, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	50	20.00	1,000.00
31	Compact disk rewritetable, 700MB min. capacity, 80 minutes recording time, 4x - 10x min speed	piece	50	20.00	1,000.00
32	Correction tape, 10 meters, 1 piece in individual plastic	piece	20	30.00	600.00
33	Cover, morocco, cut size: A4, assorted colors (Blue, Green, and Yellow)	piece	250	8.00	2,000.00
34	Cover, morocco, cut size: short, assorted colors	piece	150	6.50	975.00
35	DVD Rewritetable, 4x speed, 4.7GB capacity, with case	piece	50	75.00	3,750.00
36	Eraser, rubber	piece	25	15.00	375.00
37	Fastener, for paper, metal, 50 sets per box	box	50	75.00	3,750.00
38	Folder, ordinary, long, white, 14 points	piece	500	6.00	3,000.00
39	Folder, ordinary, short, white, 14 points	piece	500	5.00	2,500.00
40	Folder, pressboard, long, green, US	piece	300	28.50	8,550.00
41	Glue, 130 grams	bottle	10	60.00	600.00
42	Index card, 5" x 8", 500s/pack	pack	10	195.00	1,950.00
43	Laminating film, A4 size, 100 pcs per box, thickness: 125 micron	box	5	650.00	3,250.00
44	Marker, flourescent, neon green, neon yellow, neon blue	piece	100	34.00	3,400.00
45	Marker, permanent, broad, black	piece	50	40.00	2,000.00
46	Marker, permanent, broad, blue	piece	50	40.00	2,000.00
47	Marker, permanent, fine, black	piece	100	40.00	4,000.00
48	Marker, permanent, fine, blue	piece	100	40.00	4,000.00
49	Notebook, 100 leaves, spiral	piece	100	75.00	7,500.00

50	Paper Clip, gem type, 32mm (small), 100 pieces per box	box	20	10.00	200.00
51	Paper Clip, gem type, 50mm (big), 100 pieces per box	box	10	25.00	250.00
52	Paper sticker, A4 size, matte, 10 pcs per pack	pack	50	40.00	2,000.00
53	Paper, bond, long, blue, 80gsm	ream	5	410.00	2,050.00
54	Paper, bond, long, green, 80gsm	ream	5	410.00	2,050.00
55	Paper, bond, long, orange, 80gsm	ream	5	410.00	2,050.00
56	Paper, bond, long, pink, 80gsm	ream	5	410.00	2,050.00
57	Paper, bond, long, yellow, 80gsm	ream	5	410.00	2,050.00
58	Paper, bond, short, blue, 80gsm	ream	5	365.00	1,825.00
59	Paper, bond, short, green, 80gsm	ream	5	365.00	1,825.00
60	Paper, bond, short, orange, 80gsm	ream	5	365.00	1,825.00
61	Paper, bond, short, pink, 80gsm	ream	5	365.00	1,825.00
62	Paper, bond, short, yellow, 80gsm	ream	5	365.00	1,825.00
63	Paper, for plain paper copier (PPC) A3, 11.7" x 16.5"	ream	3	450.00	1,350.00
64	Paper, for plain paper copier (PPC), legal size, 80 gsm	ream	100	250.00	25,000.00
65	Paper, for plain paper copier (PPC), letter size, 80 gsm	ream	100	200.00	20,000.00
66	Paper, specialty, short, beige, 10 sheets/pack	pack	25	35.00	875.00
67	Paper, thermal, 210mm x 30m	roll	50	75.00	3,750.00
68	Push pins, flat head type, assorted colors, 1oo pcs per case	box	1	30.00	30.00
69	Rag, cotton, white, approx. 7" in diameter, 1 kilo per bundle	kilo	25	45.00	1,125.00
70	Recordbook, big, 300 pages, # 85	piece	50	290.00	14,500.00
71	Recordbook, big, 500 pages, # 85	piece	50	350.00	17,500.00
72	Recordbook, small, 200 pages, # 45	piece	50	75.00	3,750.00
73	Ring binder, plastic, 25mm, 1"	piece	50	25.00	1,250.00
74	Ruler, plastic, 12"	piece	2	10.00	20.00
75	Ruler, stainless, 12"	piece	2	150.00	300.00
76	Scissors 8"	pair	2	75.00	150.00
77	Signpen, black	piece	100	35.00	3,500.00
78	Signpen, blue	piece	150	35.00	5,250.00
79	Staple remover, plier type	piece	2	35.00	70.00
80	Staple Wire No. 35	box	50	60.00	3,000.00
81	Staple Wire, HD 3LS, 13mm, 1000pcs/box	box	25	150.00	3,750.00
82	Stapler with staple remover, No. 35	piece	5	95.00	475.00
83	Sticky Flag, "sign here"	pack	50	195.00	9,750.00
84	Sticky Note, 3" x 3", stick securely	pad	50	110.00	5,500.00
85	Sticky Note, 3" x 5", stick securely	pad	50	150.00	7,500.00
86	Tape Dispenser, table top, heavy duty (1")	piece	2	120.00	240.00
87	Tape duct	roll	10	75.00	750.00
88	Tape, binding, 1"	roll	1	120.00	120.00
89	Tape, double adhesive, with foam, 1"	roll	2	120.00	240.00
90	Tape, packaging, 2" color: Brown	roll	10	80.00	800.00
91	Time card, 100 pcs per pack	pack	10	150.00	1,500.00
92	Tiolet tissue, paper, 2 ply, 12 rolls/pack, scented, soft and presentable	pack	50	120.00	6,000.00
93	Trash Bag (L), black, 10 pcs./pack	pack	5	55.00	275.00
94	Trash Bag (XL), black, 10 pcs./pack	pack	5	65.00	325.00
95	Trash Bag (XXL), black, 10 pcs./pack	pack	5	75.00	375.00
96	Wipe Out, 250 grams	can	10	95.00	950.00
	SUBTOTAL				299,835.00
Lot B - Consumables (ABC: Php 748,350.00)					
1	Flash drive, 16GB, USB	piece	25	345.00	8,625.00
2	Flash drive, 8GB, USB	piece	350	315.00	110,250.00
3	Ink Cart, Canon CL-811, tri-color	cart	25	1,030.00	25,750.00
4	Ink Cart, Canon PG-810, black	cart	50	815.00	40,750.00
5	Ink Cart, Canon Pixma for 750, PGBK	cart	1	760.00	760.00
6	Ink Cart, Canon Pixma for 751, BK	cart	1	675.00	675.00
7	Ink Cart, Canon Pixma for 751, cyan	cart	1	675.00	675.00
8	Ink Cart, Canon Pixma for 751, magenta	cart	1	675.00	675.00
9	Ink Cart, Canon Pixma for 751, yellow	cart	1	675.00	675.00

10	Ink Cart, Canon Pixma, G1-790, Black	bottle	15	310.00	4,650.00
11	Ink Cart, Canon Pixma, G1-790, Cyan	bottle	15	310.00	4,650.00
12	Ink Cart, Canon Pixma, G1-790, Magenta	bottle	15	310.00	4,650.00
13	Ink Cart, Canon Pixma, G1-790, Yellow	bottle	15	310.00	4,650.00
14	Ink Cart, CN692AA, HP 704, black	cart	20	400.00	8,000.00
15	Ink Cart, CN693AA, HP 704, tri-color	cart	20	400.00	8,000.00
16	Ink Cart, HP 678, black	cart	50	420.00	21,000.00
17	Ink Cart, HP 678, tri-color	cart	50	420.00	21,000.00
18	Ink Cart, HP 680, black	cart	50	465.00	23,250.00
19	Ink Cart, HP 680, colored	cart	50	465.00	23,250.00
20	Toner Cart, CB435A, HP 35A, black	cart	5	3,800.00	19,000.00
21	Toner Cart, CB540A, HP 125A, black	cart	1	4,900.00	4,900.00
22	Toner Cart, CB541A, HP 125A, cyan	cart	1	4,450.00	4,450.00
23	Toner Cart, CB542A, HP 125A, yellow	cart	1	4,450.00	4,450.00
24	Toner Cart, CB543A, HP 125A, magenta	cart	1	4,450.00	4,450.00
25	Toner Cart, CE285A, HP 85A, Black	cart	2	3,800.00	7,600.00
26	Toner Cart, CE410A, HP 305A, black	cart	1	5,500.00	5,500.00
27	Toner Cart, CE411A, HP 305A, cyan	cart	1	7,850.00	7,850.00
28	Toner Cart, CE412A, HP 305A, yellow	cart	1	7,850.00	7,850.00
29	Toner Cart, CE413A, HP 305A, magenta	cart	1	7,850.00	7,850.00
30	Toner Cart, CE740A, HP 307A, black	cart	1	9,450.00	9,450.00
31	Toner Cart, CE741A, HP 307A, cyan	cart	1	16,500.00	16,500.00
32	Toner Cart, CE742A, HP 307A, yellow	cart	1	16,500.00	16,500.00
33	Toner Cart, CE743A, HP 307A, magenta	cart	1	16,500.00	16,500.00
34	Toner Cart, CF210A, HP 131A, black	cart	1	4,520.00	4,520.00
35	Toner Cart, CF211A, HP 131A, cyan	cart	1	5,650.00	5,650.00
36	Toner Cart, CF212A, HP 131A, yellow	cart	1	5,650.00	5,650.00
37	Toner Cart, CF213A, HP 131A, magenta	cart	1	5,650.00	5,650.00
38	Toner Cart, CF280A, HP 80A, black	cart	2	5,800.00	11,600.00
39	Toner Cart, CF350A, HP 130A, black	cart	1	3,750.00	3,750.00
40	Toner Cart, CF351A, HP 130A, cyan	cart	1	3,815.00	3,815.00
41	Toner Cart, CF352A, HP 130A, yellow	cart	1	3,815.00	3,815.00
42	Toner Cart, CF353A, HP 130A, magenta	cart	1	3,815.00	3,815.00
43	Toner Cart, CF360A, HP 508A, black	cart	3	10,000.00	30,000.00
44	Toner Cart, CF361A, HP 508A, cyan	cart	3	12,600.00	37,800.00
45	Toner Cart, CF362A, HP 508A, yellow	cart	3	12,600.00	37,800.00
46	Toner Cart, CF363A, HP 508A, magenta	cart	3	12,600.00	37,800.00
	SUBTOTAL				**636,450.00**
	OVERALL TOTAL				**936,285.00**

Prepared by:

Narciso M. Manabat Jr.
Clerk I

Approved by:

Corazon P. Salud
Head, Property Officer

PhilGEPS
Philippine Government Electronic Procurement System
Central Portal for Philippine Government Procurement Oppurtunities

Close Window

Award Notice Abstract (Ref No.: 2214726)

Status: Updated

Reference Number:
5895272

Control Number:
ITB No. 18-12-002

Bid Notice Title:
Supply and Delivery of Office Supplies and Consumables (Q1 CY 2019)

Approved Budget:
Php1,107,558.60

Procurement Mode:
Public Bidding

Classification:
Goods

Category:
Office Supplies and Devices

Applicable Procurement Rules:
Implementing Rules and Regulations

Funding Source:
Government of the Philippines (GOP)

Funding Instrument:
General Appropriations Act

Area of Delivery:
Laguna

Delivery Period:
10 Day/s

Contact Person:
Jose Raymond Manalo

Created By:
Jose Raymond Manalo

PCARRD-DEPARTMENT OF SCIENCE AND TECHNOLOGY
Paseo de Valmayor, Timugan, Los Baños Laguna, Region IV-A, Philippines
Office Supplies

Awardee :
SMS MARKETING

Address :
Highway Batong Malaki Los Baños Laguna, Region IV-A, Philippines

Contact Person :
Nela C Sotalbo

Designation :
Proprietor

Line Item

#	Product/Service/Project Name	Budget
1	Office Supplies, Office Supplies and Consumables, 44120000, 6825, Piece	Php1,107,558.60

Reason for Award :
lowest calculated and most responsive

Award Type:
Award Notice

Contract Amount:
Php936,285.00

Award Date:
14-Feb-2019

Publish Date:
11-Mar-2019

Date Last Updated:
12-Mar-2019

Contract Number:
Contract No. 001

Proceed Date:
08-Mar-2019

Contract Effectivity Date:
08-Mar-2019

Contract End Date:
18-Mar-2019

Created By:
Jose Raymond Ajes Manalo

Date Created:
11-Mar-2019

Approver:
Jose Raymond Ajes Manalo

View Documents:
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