



# Bids and Awards Committee

## NOTICE OF AWARD

JULY 28, 2023

**MANUEL D. SUPAT JR.**  
Manager/Authorized Representative  
TSS Corporation  
Baguio City

**MADAM:**

We are glad to notify you that the **PURCHASE AND DELIVERY OF OFFICE SUPPLIES AND EQUIPMENT WITH SOLICITATION NUMBER 2023-BLU-GF-148 AND REFERENCE NUMBER 9958289** is hereby awarded to your firm as the bidder with Lowest Calculated Responsive Quotation (SCRQ) at a Contract Price equivalent to of **THREE HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED THIRTY SIX PESOS AND 09/100 ONLY (326,436.09)**.

You are therefore required, within ten (10) days from receipt of this Notice of Award, to formally enter into a Contract with us, and to submit the Performance Security in the form and the amount stipulated in the Instruction to Bidders. Failure to enter into the said Contract or provide the Performance Security shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,

**DELFIN C. COMEDIS JR.**  
Municipal Mayor

CONFORME:

  
**TSS CORPORATION**

Date : 07/28/2023



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Origin of Quality & Colored Soltroom

## CONTRACT AGREEMENT

THIS AGREEMENT made the 31<sup>st</sup> day of **JULY 2023** between the **MUNICIPAL GOVERNMENT OF BURGOS, LA UNION** of the Philippines (hereinafter called "the Entity") of the one part and **TSS CORPORATION** of **BAGUIO CITY** (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **PURCHASE AND DELIVERY OF OFFICE SUPPLIES AND EQUIPMENT WITH SOLICITATION NUMBER 2023-BLU-GF-148 AND REFERENCE NUMBER 9958289** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **THREE HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED THIRTY SIX PESOS AND 09/100 ONLY (326,436.09)** (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. 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;
  - iv. Performance Security;
  - v. Notice of Award of Contract; and the Bidder's conforme thereto; and
  - vi. 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 **THREE HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED THIRTY SIX PESOS AND 09/100 ONLY (326,436.09)** or such other sums as may be ascertained, **TSS CORPORATION** agrees to *deliver office supplies and equipment* in accordance with his/her/its Bid.



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4. The **MUNICIPAL GOVERNMENT OF BURGOS, LA UNION** 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.

**DELFIN C. COMEDIS JR.**

Municipal Mayor

for:

**MUNICIPAL GOVERNMENT OF BURGOS LA UNION**

**MANUEL D. SUPAT JR.**

Manager/Owner

for:

**TSS CORPORATION**

## ACKNOWLEDGEMENT

Republic of the Philippines )  
\_\_\_\_\_) SS  
\_\_\_\_\_) )  
X-X-X-X-X-X-X-X-X-X-X-X-X-X

## ACKNOWLEDGMENT

Before me, Notary Public, personally appeared **DELFIN COMEDIS JR.** in his official capacity as **Acting Municipal Mayor of Burgos, La Union**, and **MANUEL D. SUPAT JR.** representing **TSS CORPORATION** known to me to be the same persons who executed the foregoing **Contract and Agreement** and they acknowledged to me that the same is either true act and deed in behalf of the **Parties** they represent.

This agreement consist of two (2) pages, including this page on which the ACKNOWLEDGMENT is written duly signed by the contracting parties and their witnesses at the upper portion of this page of this document .

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_ day \_\_\_\_\_, 2023 at \_\_\_\_\_, Philippines.

Doc. No. 153  
Page No. 31  
Book No. 1701  
Series of D23

**FAUSTINO A. OLOWAN**  
**NOTARY PUBLIC**  
Notarial Commission expires on December 31, 2024  
Serial No. N.A. 132-NC-22-R-02 January 2023, Baguio City  
PTR No. 5593041, 03 January 2023, Baguio City  
IBP Prov. Receipt No. 007198, 9 Sept 2022, Baguio-Benguet Chapter  
M.C.L.E. Compliance No. VII-0019206, April 14, 2025, Pasig City  
Roll No. 40936, April 10, 1996; TIN: 120-999-191  
Doc. No. \_\_\_\_; Page No. \_\_\_\_; Bk. No. \_\_\_\_; Series of 2023.





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Origin of Quality & Colored Softroom

## NOTICE TO PROCEED

August 2, 2023

**MANUEL D. SUPAT JR.**  
Manager/Authorized Representative  
TSS Corporation  
Baguio City

**MADAM:**

The attached Contract Agreement having been approved, NOTICE is hereby given to **TSS CORPORATION** that work may commence on the **PURCHASE AND DELIVERY OF OFFICE SUPPLIES AND EQUIPMENT** with Solicitation Number **2023-BLU-GF-148** and Reference Number **9958289** effective on August 2, 2023.

Upon receipt of this NOTICE, you are responsible for performing the services under the terms and conditions of the Agreement in accordance with the Implementation Schedule.

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

Issued pursuant to Sec. 37.5 of Rule X1 of the IRR-A of RA 9184 otherwise known as the Government Procurement Reform Act of 2003.

Before the start of the work, the WORK schedule of the project should be submitted to this Office for approval.

No. of Days to Complete the Project: **15 days**

Very truly yours,

**DELFIN C. COMEDIS JR.**  
Municipal Mayor

I acknowledge receipt of this Notice on August 2, 2023  
Name of Representative of the Bidder: Manuel Supat Jr.  
Authorized Signature: [Signature]