

## Resolution Declaring LCRB and Recommending Approval

**WHEREAS**, the City Government of Naga advertised and posted the Invitation to Bid of the **Supply and Delivery of Office Supplies, Contract Reference Number: 2023-014**, in the City Government of Naga website ([www.naga.gov.ph](http://www.naga.gov.ph)), the PhilGEPS and at conspicuous place at the premises of the City Government of Naga continuously for 7 days from February 23 to March 2, 2023;

**WHEREAS**, in response to the said advertisement, seven (7) bidders purchased bid documents;

**WHEREAS**, only six (6) bids were submitted on March 17, 2023 and all passed the preliminary examination of bids;

**WHEREAS**, the bid proposals for the following items were found to be substantially complying:

Item No.	Qty.	Unit	Item	Approved Budget for the Contract (ABC)	Bid Amount (As Read)	% Variance from ABC
2	12	packs	Paper, sticker, A4, matte (10/pack)	900.00	431.28	52.08
4	56	packs	Paper, special, 90gsm (A4), 100/box	36,400.00	10,356.64	71.55
5	11	packs	Paper, special (long/legal), 100/box	8,580.00	2,034.34	76.29
7	170	pcs	Paper, manila, thick	1,190.00	720.80	39.43
8	30	reams	Paper, groundwood mimeo S18, A4	5,400.00	5,383.50	0.31
10	2,452	reams	Paper, size A4, 70gsm S20	613,000.00	453,105.08	26.08
<b>TOTAL</b>				<b>665,470.00</b>	<b>472,031.64</b>	<b>29.07</b>

**WHEREAS**, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by the Bidder with the Lowest Calculated Bid, its bid has been found to be responsive;

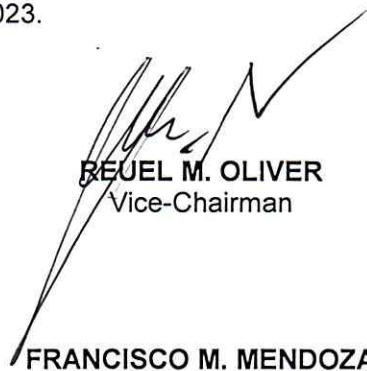
**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

- a) To declare **BONING'S TRADING** as the Bidder with the Lowest Calculated and Responsive Bid for the **Supply and Delivery of Office Supplies, Contract Reference Number: 2023-014**, and,
- b) To recommend for approval by the City Mayor of the City Government the foregoing findings.

RESOLVED, this 28th day of March, 2023.




**ALEXANDER N. CANING**  
BAC Chairperson



**BEUEL M. OLIVER**  
Vice-Chairman

**MCGYVER GERARD S. ORBINA**  
Member

**FRANCISCO M. MENDOZA**  
Member

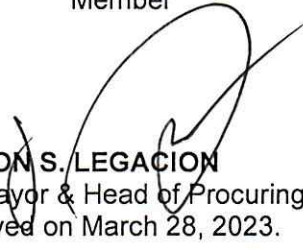


**ELMER S. BALDEMORO**  
Member

**ARTHUR F. ABONAL**  
Member



**PAUL JOHN F. BARROSA**  
Member



**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity  
Approved on March 28, 2023.



Republic of the Philippines  
**CITY OF NAGA**  
J. Miranda Ave., Concepcion Pequeña, Naga City 4400  
**BIDS AND AWARDS COMMITTEE (BAC)**



## NOTICE OF AWARD

April 11, 2023

**Mr. RAMON S. SIA**  
Proprietor, **BONING'S TRADING**  
36-38 General Luna Street  
Bgy. Dinaga, Naga City

Dear **Sir**:

We are happy to notify you that your Bid dated **March 17, 2023** for execution of the **Supply and Delivery of Office Supplies, Project/Contract Reference Number: 2023-014**, for the Contract Price of equivalent to **FOUR HUNDRED SEVENTY TWO THOUSAND THIRTY ONE & 64/100 (Php 472,031.64) PESOS**, as corrected and modified in accordance with the Instructions to Bidders is hereby accepted.

You are hereby required to provide within ten (10) days the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,

**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity

Conforme:

Date:

  
4/17/23

# CONTRACT AGREEMENT

THIS AGREEMENT made the 20th day of APRIL, 2023 between the City Government of Naga, Naga City, Philippines (hereinafter called "the Entity") of the one part and Boning's Trading of 36-38 General Luna Street, Bgy. Dinaga, Naga City (hereinafter called "the Supplier") of the other part;

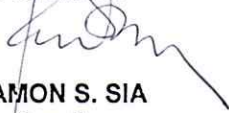
WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Supply and Delivery of Office Supplies, Project/Contract Reference Number: 2023-014** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Four Hundred Seventy Two Thousand Thirty One & 64/100 (Php 472,031.64) Pesos** (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;  
  
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.
3. In consideration for the sum of **Four Hundred Seventy Two Thousand Thirty One & 64/100 (Php 472,031.64) Pesos** or such other sums as may be ascertained, Boning's Trading agrees to supply and deliver the office supplies in accordance with his/her/its Bid.
4. The *City Government of Naga* 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.

  
**NELSON S. LEGACION**  
City Mayor  
for:  
City Government of Naga

  
**RAMON S. SIA**  
Supplier  
for:  
Boning's Trading

## Acknowledgment

SUBSCRIBED AND SWORN to before me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her \_\_\_\_\_ [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

  
**ATTY. ROMED S. TAYO**

Notary Public

PANGANIBAN ST., NAGA CITY, CAM. SUR, PHILIPPINES

Roll No. 27681; Page No. 37, Book No. XII, May 04, 1977

BP T.R. NO. 1204. 11/03/22; PTR NO. 7671793. 01/05/23

MICL No. VI-0003465 10/12-17; TIN No. 124-381-434

COMM. SERIAL NO. 23-10, UNTIL DECEMBER 31, 2024





Republic of the Philippines  
**CITY OF NAGA**  
J. Miranda Ave., Concepción Pequeña, Naga City 4400  
**BIDS AND AWARDS COMMITTEE (BAC)**



## NOTICE TO PROCEED

April 24, 2023

**Mr. RAMON S. SIA**  
Proprietor, **BONING'S TRADING**  
36-38 General Luna Street  
Bgy. Dinaga, Naga City

Dear Sir:

The attached Contract Agreement having been approved, notice is hereby given to **BONING'S TRADING** that work may commence on the **Supply and Delivery of Office Supplies, Project/Contract Reference Number: 2023-014** effective one (1) calendar day after the receipt 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 the City Government of Naga.

Very truly yours,

**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of the Bidder: **SUBAN C. SIA**  
General Manager

Authorized Signature: \_\_\_\_\_