

## 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 Janitorial Supplies, Contract Reference Number: 2023-016**, 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**, seven (7) 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
9	4.00	btl/plastic	Toilet Bowl cleaner, 1 gal	1,600.00	660.00	58.75
16	135.00	canister	Insecticide, aerosol-type, 500ml	80,325.00	53,325.00	33.61
17	2.00	gallon	Cleaner, multi-purpose, anti-bac, 500ml	560.00	360.00	35.71
29	138.00	piece	Detergent Bar, 125g	4,830.00	2,070.00	57.14
46	1.00	piece	Mop, foam type heavy-duty	130.00	120.00	7.69
75	5.00	roll	Garbage Bag, XL black, 10/roll/pack	375.00	350.00	6.67
<b>TOTAL</b>				<b>87,820.00</b>	<b>56,885.00</b>	<b>35.23</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 **JAN KIM GENERAL MERCHANDISE** as the Bidder with the Lowest Calculated and Responsive Bid for the **Supply and Delivery of Janitorial Supplies, Contract Reference Number: 2023-016**, and,
- b) To recommend for approval by the City Mayor of the City Government the foregoing findings.

**RESOLVED**, this 3rd day of April, 2023.



**ALEXANDER N. CANING**  
BAC Chairman



**REUEL M. OLIVER**  
Vice Chairman

**MCGYVER GERARD S. ORBINA**  
Member

**FRANCISCO M. MENDOZA**  
Member

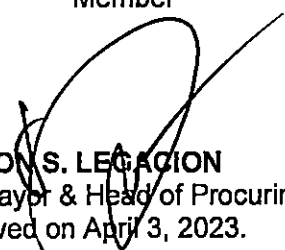


**ELMER S. BALDEMORO**  
Member

**ARTHUR F. ABONAL**  
Member



**PAUL JOHN T. BARROSA**  
Member



**NELSON S. LEGACION**  
City Mayor & Head of Procuring Entity  
Approved on April 3, 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

**Ms. MARJORIE M. TEOXON**  
Owner/Proprietor, **JAN KIM GENERAL MERCHANDISE**  
Ninoy and Cory Avenue, CBD II  
Bgy. Triangulo, Naga City

Dear **Madam**:

We are happy to notify you that your Bid dated **March 17, 2023** for execution of the **Supply and Delivery of Janitorial Supplies, Project/Contract Reference Number: 2023-016**, for the Contract Price of equivalent to **FIFTY SIX THOUSAND EIGHT HUNDRED EIGHTY FIVE (Php 56,885.00) 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: 4/20/23



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



**NOTICE TO PROCEED**

April 28, 2023

**Ms. MARJORIE M. TEOXON**  
 Owner/Proprietor, **JAN KIM GENERAL MERCHANDISE**  
 Ninoy and Cory Avenue, CBD II  
 Bgy. Triangulo, Naga City

Dear Madam:

The attached Contract Agreement having been approved, notice is hereby given to **JAN KIM GENERAL MERCHANDISE** that work may commence on the **Supply and Delivery of Janitorial Supplies, Project/Contract Reference Number: 2023-016** 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: MARJORIE M. TEOXON

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

05/02/23

# CONTRACT AGREEMENT

THIS AGREEMENT made the 28<sup>th</sup> day of APRIL, 2023 between the City Government of Naga, Naga City, Philippines (hereinafter called "the Entity") of the one part and Jan Kim General Merchandise of Ninoy and Cory Avenue, CBD II, Bgy. Triangulo, 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 Janitorial Supplies, Project/Contract Reference Number: 2023-016** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Fifty Six Thousand Eight Hundred Eighty Five (Php 56,885.00) 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 **Fifty Six Thousand Eight Hundred Eighty Five (Php 56,885.00) Pesos** or such other sums as may be ascertained, Jan Kim General Merchandise agrees to supply and deliver the janitorial 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.

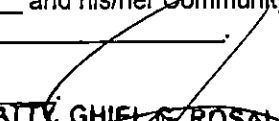
  
NELSON S. LEGACION  
City Mayor  
for  
City Government of Naga

  
MARJORIE M. TEOXON  
Supplier  
for  
Jan Kim General Merchandise

## 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. GHIES C. ROSALES  
Notary Public for Naga City, Camarines Sur  
Commission Serial No. 23-46 until 12/31/24  
Roll No. 79031, IBP No. 211598  
PTR No. 2689557