

## 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 Common Use Supplies, with Contract/Reference Number: 2024-009**, 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 21 to February 29, 2024;

**WHEREAS**, in response to the said advertisement, three (3) bidders purchased bid documents;

**WHEREAS**, said three (3) bids were submitted on March 12, 2024 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
5	1,000	pcs	Folder, Long 14 pts (white, paper)	12,000.00	5,940.00	50.50
6	1,000	pcs	Folder, Short 14 pts (white, paper)	10,000.00	5,740.00	42.60
7	500	pcs	Folder, Long, Plastic	9,000.00	5,475.00	39.17
8	100	pcs	Packaging Tape 2"	8,500.00	2,785.00	67.24
9	100	pcs	Permanent Marker, Fine (Pref. Pilot)	6,500.00	3,364.00	48.25
10	100	pcs	Whiteboard Marker	9,000.00	5,244.00	41.73
11	100	roll	Masking Tape 1", 50m	6,500.00	3,374.00	48.09
13	100	box	Paper Fastener, Plastic	5,900.00	3,344.00	43.32
14	100	pcs	Highlighting Pen, Assorted Color	6,500.00	3,374.00	48.09
15	500	pcs	Correction Tape, 15m	32,000.00	11,995.00	62.52
16	50	pad	Sticky Note Pad, Assorted Color, 75x50cm	1,750.00	1,147.00	34.46
17	100	box	Staple Wire #35 (Pref. Steves)	8,500.00	6,099.00	28.25
18	100	roll	Plastic Adhesive Tape 1", Transparent	4,000.00	1,644.00	58.90
19	100	roll	Plastic Adhesive Tape 2", Transparent	6,000.00	2,894.00	51.77
20	100	pcs	Gel Pen, Green, 0.5	2,500.00	2,245.00	10.20
22	200	pcs	Gel Pen, Black & Blue, 0.5 Green, 0.5	7,000.00	4,448.00	36.45
25	100	pcs	Record Book 200pp	11,000.00	5,599.00	49.10

26	200	box	Paper Clip, Plastic, Big	9,000.00	4,190.00	53.44
31	300	pcs	Detergent Powder, 1 kg (Lemon Scent)	54,000.00	38,097.00	29.45
33	100	bottle	Disinfectant Spray, 510g	69,500.00	58,799.00	15.40
34	100	bottle	AIR Freshener, Plastic Can	39,500.00	19,375.00	50.95
37	1,000	box	Tissue Paper, Interfolded, 4 Ply (450 sheets)	35,000.00	23,940.00	31.60
			<b>TOTAL</b>	<b>353,650.00</b>	<b>219,112.00</b>	<b>38.04</b>

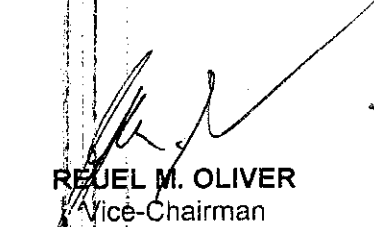
**WHEREAS**, upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by the Bidder with the Lowest Calculated Bid, its bid has been found to be responsive;

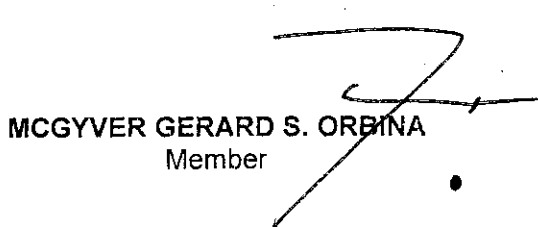
**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED:

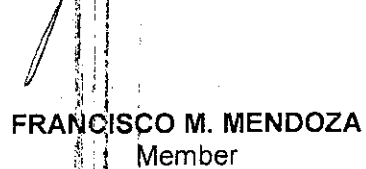
- a) To declare **BONING'S TRADING** as the Bidder with the Lowest Calculated and Responsive Bid for the **Supply and Delivery of Common Use Supplies, with Contract/Reference Number 2024-009**, and,
- b) To recommend for approval by the City Mayor of the City Government the foregoing findings.

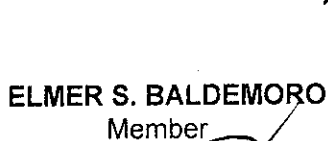
RESOLVED, this 19th day of March, 2024.

  
**ALEXANDER N. CANNING**  
 BAC Chairperson

  
**REUEL M. OLIVER**  
 Vice-Chairman

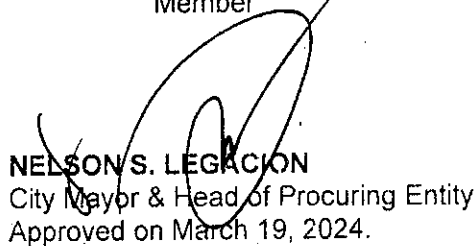
  
**MCGYVER GERARD S. ORBINA**  
 Member

  
**FRANCISCO M. MENDOZA**  
 Member

  
**ELMER S. BALDEMORO**  
 Member

  
**ARTHUR F. ABONAL**  
 Member

  
**PAUL JOHN F. BARROSA**  
 Member

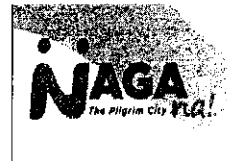
  
**NELSON S. LEGACION**  
 City Mayor & Head of Procuring Entity  
 Approved on March 19, 2024.



Republic of the Philippines  
**CITY OF NAGA**

J. Miranda Ave., Concepcion Pequeña, Naga City 4400

**BIDS AND AWARDS COMMITTEE (BAC)**



**NOTICE OF POST-QUALIFICATION**

March 19, 2024

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

Dear Sir:

This has reference to the procurement for the **Supply and Delivery of Common Use Supplies for use in the city hall operations, with Project/Contract Reference Number: 2024-009**, which was conducted last March 12, 2024.

Upon careful verification, validation and ascertainment of all your statements made and the legal, technical and financial documents submitted as the bidder with the Lowest Calculated Bid (LCB), please be informed that you have passed all the criteria for post-qualification, and you are hereby declared as the bidder with the Lowest Calculated and Responsive Bid (LCRB) and recommended for award.

Very truly yours,

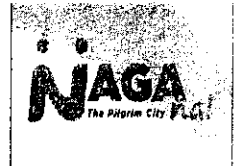
  
**ALEXANDER N. CANING**  
BAC Chairperson

Received by the Bidder:

Date: 3/26/24



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



**NOTICE OF AWARD**

March 26, 2024

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

Dear Sir:

We are happy to notify you that your Bid dated **March 12, 2024** for execution of the **Supply and Delivery of Common Use Supplies for use in the city hall operations, with Project/Contract Reference Number: 2024-009**, for the Contract Price of equivalent to **TWO HUNDRED NINETEEN THOUSAND ONE HUNDRED TWELVE (Php 219,112.00) 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:

*[Signature]*  
4/15/24

# CONTRACT AGREEMENT


THIS AGREEMENT made the 22nd day of APRIL, 2024 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 St., 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 Common Use Supplies for use in the city hall operations, with Project/Contract Reference Number: 2024-009** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Two Hundred Nineteen Thousand One Hundred Twelve (Php 219,112.00) 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 **Two Hundred Nineteen Thousand One Hundred Twelve (Php 219,112.00) Pesos** or such other sums as may be ascertained, **Boning's Trading** agrees to supply and deliver the common use 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.

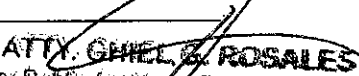
  
**NELSON S. LEGACION**  
City Mayor  
for  
City Government of Naga

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

## Acknowledgment

SUBSCRIBED AND SWORN to before me this 22nd day of APRIL, 2024 at NAGA CITY, 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 \_\_\_\_\_

  
**ATTY. GHISEL B. ROSALES**  
Notary Public for Naga City, Camarines Sur  
Commission Serial No. 23-48 until 12/31/24  
Roll No. 79631, IBP No. 332766  
PTR No. 4857473 issued 1/2/24, Naga City  
MCLE No. VIII-0909266 valid until 4/14/28  
Dr. 2, Prieto Bldg., Panganiban Drive,  
Barangay Dinaga, Naga City  
ghiesl@gmail.com 09177722000



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



**NOTICE TO PROCEED**

April 22, 2024

**Mr. RAMON S. SIA**  
 Proprietor, **BONING'S TRADING**  
 36-38 General Luna St.  
 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 Common Use Supplies for use in the city hall operations, with Project/Contract Reference Number: 2024-009**. 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 4/29/2024  
 Name of the Representative of the Bidder: **SUSAN C. SIA**  
 General Manager  
 Authorized Signature: [Signature] **Boning's Trading**