

MATIAS C. ANGIWAN, JR
Chief Administrative Officer
Admin. Division



Republic of the Philippines
Benguet State University
La Trinidad, Benguet
Tel/Fax No. 422-2281
www.bsu.edu.ph



**NAME OF PROJECT : PROCUREMENT OF VARIOUS PHOTOCOPIER AND DIGITAL
DUPLICATOR (IB 2024-10)**

SUBJECT : CONTRACT AGREEMENT

CONTRACT NUMBER : 2024- 02

This Contract made and entered into this 11th day of January 2024 by and between:

BENGUET STATE UNIVERSITY, a chartered public educational institution of higher learning, established and existing under the laws of the Republic of the Philippines having office at La Trinidad, Benguet, herein referred to as **BSU** and represented by its President, **DR. FELIPE SALAING COMILA**;

And

XWORKS SALES & SERVICES, INC., a business entity duly organized and existing in accordance with the laws of the Republic of the Philippines, and principal address at Suite 602 National Life Building, Session Road, Baguio City represented by its Sales and Marketing Manager, **ELVIN M. DELA CRUZ** herein referred to as the **"SUPPLIER"**.

WITNESSETH

WHEREAS, consonant to the provisions of R.A 9184, the **BENGUET STATE UNIVERSITY** posted an Invitation to Bid for the project: IB 2024-10 Procurement of Various Photocopier and Digital Duplicator in the PhilGEPS, agency website and four (4) conspicuous places continuously starting on November 22, 2023;

WHEREAS, in response to the Invitation, Philippine Duplicator, Copylandia Office System Corporation, Gakken Phil., Inc., Sonkkens Office Equipment Trading and Xworks Sales & Services, Inc. bought and submitted their bids on the scheduled submission at 2:00 PM of December 12, 2023;

WHEREAS, during the opening of bids, the legal, technical and financial requirements submitted by the bidders, Copylandia Office System Corporation, Gakken Phil., Inc., Sonkkens Office Equipment Trading and Xworks Sales & Services, Inc. were declared as eligible and, thus subject of post qualification;

WHEREAS, upon careful examination, validation and verification of the legal, technical and financial requirements submitted and stated in its bidding documents, the bid of the herein **SUPPLIER** was found to be compliant and responsive to the requirements of the project. Hence, on December 28, 2023 under BAC Resolution Number 2023-1278, the Bids and Award Committee declared Xworks Sales & Services, Inc. was declared as the Lowest Calculated and Responsive Bid (LCRB) for the following items:


Item No.	Description	Contract Amount
11	2 unit Copier	338,000.00
13	1 unit Copier	198,500.00
14	1 unit Digital Duplicator	97,000.00
15	1 unit Digital Duplicator	97,000.00
	TOTAL AMOUNT	730,500.00

WALLY VALENTIN M. LIWANAG
Credit/Collection & Logistics Manager
XWORKS SALES SERVICES, INC.

ELVIN M. DELA CRUZ
Sales & Marketing Manager
XWORKS SALES SERVICES, INC.

FELIPE SALAING COMILA
University President, BSU

IMELDA B. GLINATO
Accountant IV, BSU


MATIAS C. ANGIWAN, JR
Chief Administrative Officer
Adml. Division

WHEREAS, the **BENGUET STATE UNIVERSITY** invited Bids for certain goods and ancillary services, particularly **ITEM NO. 11,13,14 & 15** under the project **IB No. 2024-10 PROCUREMENT OF VARIOUS PHOTOCOPIER AND DIGITAL DUPLICATOR** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Seven Hundred Thirty Thousand Five Hundred Pesos (Php. 730,500.00)**, 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 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.:
 - a. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or bid bulletin, if any
 - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statement submitted;
Bid form, including all 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;
 - c. Performance Security;
 - d. Notice of Award of Contract; and the Bidder's conforme thereto; and
 - e. Other Contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidders agrees that additional 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 of the sum of Seven Hundred Thirty Thousand Five Hundred Pesos (Php. 730,500.00) or such other sums as may be ascertained, **XWORKS SALES & SERVICES, INC.** agrees to particularly Item No. 11,13,14 & 15 under the project IB No. 2024-10 Procurement of Various Photocopier and Digital Duplicator in accordance with his/her/its Bid.
4. That the Contract time will be for a period of **Thirty (30)** calendar days; counted from the supplier's receipt of the Notice to Proceed;
5. The Benguet State University agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS WHEREOF, the parties or through their authorized representatives have signed this Agreement on the day and year first written.

BENGUET STATE UNIVERSITY

XWORKS SALES & SERVICES, INC.

By:

FELIPE SALAING COMILA
University President

By:

ELVIN M. DELA CRUZ
Sales & Marketing Manager

WITNESSES:

MATIAS C. ANGIWAN, JR.
Chief Administrative Officer
Admin. Division

WALLY VALENTIN M. LIWANAG
Credit/Collection & Logistics Manager
Xworks Sales & Services, Inc.

Funds Available: Charged to GAA 2024

IMELDA B. GALINATO, PhD.
Accountant IV

ACKNOWLEDGMENT

Republic of the Philippines)
.....) S.S.

BEFORE ME, a Notary Public for and in _____ this ____ day of _____ 2024, personally appeared the following with competent evidence of their identity:

Name	Valid Government –Issued ID	CTC No., Date and Place of Issue
FELIPE SALAING COMILA	BSU Employee ID # 010169	CTC # : 03331772 Issued on: January 3, 2024 Issued at La Trinidad, Benguet
ELVIN M. DELA CRUZ	<u>DRIVER'S LICENSE</u> A01-94-045743	CTC # : _____ Issued on: _____ Issued at _____

and their instrumental witnesses. They are known to me to be the same persons who executed the foregoing Contract Agreement consisting of three (3) pages including this page wherein this acknowledgment is found. They affirm that their signatures on the instrument were voluntarily affixed by them for the purpose and is their free and voluntary act and deed and of the establishments they respectively represent.

IN WITNESS WHEREOF, I hereby set my hand and seal in the date and place first above written.

Doc. No. 467
Page No. 94
Book No. 64411
Series of 2024

OMAR R. EVANGELISTA
Notary Public / Until December 31, 2024
N.A. No. 156-NC-22-R
Roll No. 40195 / May 3, 1995
IBP O.R. No. 386089 / 01-02-2024 / Bgo.-Benguet Chapter
PTR No. 6480957 / 01-02-2024 / Baguio City
MCLE Compliance No. VII-0012120 / Valid until April 14, 2025
TIN: 134-886-914
43-B Tacay Road, Pinaro Proper, Baguio City
Mobile No.: 0921-474-1489 / Email: attyomar9@yahoo.com