

Contract Agreement Form for the Procurement of Goods (Revised)
[Not required to be submitted with the Bid, but it shall be submitted
within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

This AGREEMENT made and entered this 6th day of November, 2024 in _____, by and between:

MINDORO STATE UNIVERSITY (MINSU), a public institution of higher learning, duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with office address at Alcate, Victoria, Oriental Mindoro, represented by its SUC President III, ENYA MARIE D. APOSTOL, Ph.D., referred hereinafter to as “PROCURING ENTITY”;

-and-

QUIN TRADING, duly organized and existing under the laws of the Republic of the Philippines with office address at Masipit, Calapan City, Oriental Mindoro represented by its Proprietress, SHERA KRISTINE T. KING, referred hereinafter to as “WINNING BIDDER”.

The above-named are collectively referred hereinafter to as “PARTIES”.

WHEREAS, the PROCURING ENTITY invited bids for the “SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY CAMPUS” for Lots 1 and 3 in accordance with the Republic Act (RA) 9184 or “Government Procurement Reform Act” and its implementing rules and regulations;

WHEREAS, the PROCURING ENTITY through BAC RESOLUTION NO. 173, S. 2024 has accepted the quote/bid of the WINNING BIDDER for the “SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY CAMPUS” for Lots 1 and 3 amounting to SEVENTY-THREE THOUSAND NINE HUNDRED SEVENTY PESOS AND 65/100 (PHP73,970.65) for Lot 1 and SEVEN

Witness
Joylene C. Leynes
VP Administration & Finance

Enya Marie D. Apostol, Ph.D.
SUC President III

Shera Kristine T. King
Proprietor

Enya Marie D. Apostol, Ph.D.
SUC President III
Procuring Entity

HUNDRED FORTY THOUSAND SEVEN HUNDRED FORTY PESOS (PHP740,740.00) for Lot 3, hereinafter called “CONTRACT PRICE”;

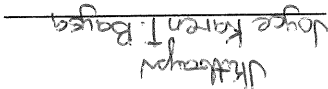
NOW THEREFORE, for and in consideration of the above premises and their mutual covenants hereinafter set forth, the **PARTIES** hereto agree on the following terms and conditions and those provided under RA 9184 and its implementing rules and regulations:

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 **SEVENTY-THREE THOUSAND NINE HUNDRED SEVENTY PESOS AND 65/100 (PHP73,970.65)** for Lot 1 and **SEVEN HUNDRED FORTY THOUSAND SEVEN HUNDRED FORTY PESOS (PHP740,740.00)** for Lot 3, or such other sums as may be ascertained, **QUIN TRADING** agrees to **“SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR**


Joyce Karen T. Bayog
Witness


JOELEN C. LEYNES
VP Administration & Finance


SHIERA KRISTINE T. KING
Proprietor


ENYA MARIE D. APOSTOL, Ph.D.
SUC President III
Procuring Entity

THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY
CAMPUS" for Lots 1 and 3 in accordance with its Bid.

4. The MINDORO STATE UNIVERSITY agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

GENERAL CONDITIONS

A. TERMS OF PAYMENT

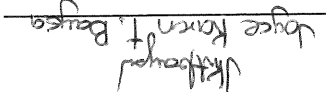
The PROCURING ENTITY hereby covenants to pay **WINNING BIDDER** the **CONTRACT PRICE**, upon satisfactory completion of the supply and delivery of "SIX (6) 4 LAYER DESK FILE ORGANIZER, SIXTY (60) BOOK ENDS (7X5 1/2 X 7 1/2 INCHES, METAL), EIGHTY (80) CD/DVD CASE (ACRYLIC, CLEAR), THIRTY-FIVE (35) CERTIFICATE HOLDER (SHORT), TWENTY-FIVE (25) CLEAR FOLDER (LONG), TEN (10) COUPON BOND (A4, SUBS. 20), TEN (10) COUPON BOND (LONG, SUBS. 20), TEN (10) COUPON BOND (SHORT, SUBS. 20), TEN (10) DOUBLE SIDED TAPE, EIGHT (8) INK #003 (B,C,Y,M), EIGHT (8) INK #664 (B,C,Y,M), TWELVE (12) LAMINATING FILM (125MIC, 100S, A4), FORTY (40) MATTE STICKER PAPER (SHORT, 10 SHEETS), TWO (2) BALLPEN (0.5, BLACK), TWO (2) BALLPEN (0.5, BLUE), ELEVEN (11) PACKAGING TAPE (2 INCHES), TWO (2) PENCIL (#2), FIFTEEN (15) PLASTIC COVER (#6), FIFTY (50) SCOTCH TAPE (1 INCH), THIRTY (30) VELLUM BOARD (WHITE, SHORT, 200GSM, 10SHEETS), THIRTY (30) WHITE FOLDER (SHORT) for Lot 1 and FOUR (4) DESKTOP COMPUTERS CORE i7-13700, TWO (2) DESKTOP COMPUTERS CORE i7-12700F, TWO (2) SCANNER, TEN (10) UPS, TWO (2) EXTERNAL HARD DRIVE, TEN (10) AUTOMATIC VOLTAGE REGULATOR, THREE (3) 8-PORT DESKTOP SWITCH, TWO (2) PRINTERS, ONE (1) LCD PROJECTOR " for Lot 3. Upon receipt of payment, **WINNING BIDDER** shall issue and submit to **PROCURING ENTITY** the Official Receipt and related documents necessary to comply with the applicable auditing process. The implementing rules and regulations regarding adjustments of the **CONTRACT PRICE** adopted and approved by the Government shall be applicable in this contract.

B. WARRANTY

The **WINNING BIDDER** hereby warrants to correct any manufacturing defect subject to the existing rules on retention money and applicable obligations.

All defect in its performance during the warranty period of twelve (12) months after acceptance of goods shall be rectified by the **WINNING BIDDER** at its own cost.

Witness


Joyce Karan T. Reyes

JOELENE C. FEYNES
VP Administration & Finance



SHIERA KRISTINE T. KING
Proprietor



ENYA MARIE D. APOSTOL, Ph.D.
SUC President III
Procuring Entity



IN WITNESS WHEREOF, the **PARTIES** have hereunto signed this **AGREEMENT** in accordance with the laws of the Republic of the Philippines on the day and year first above written.

For **MINDORO STATE UNIVERSITY:**



ENYA MARIE D. APOSTOL, Ph.D.
SUC President III

For **QUIN TRADING:**



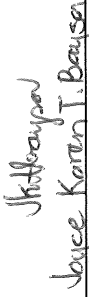
SHIERA KRISTINE T. KING
Proprietor

By Authority of the Board of Regents

Signed in the presence of:



JOELENE C. LEYNES
Vice President for Administration and
Finance, MinSU



Witness

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF ORIENTAL MINDORO) s.s.
MUNICIPALITY OF _____)

Witness

Joelene C. Leynes
VP Administration & Finance

BEFORE ME, a notary public for and in the above jurisdiction, personally appeared the following:

NAME	PRC/I.D./CTC. NO.	DATE	PLACE OF ISSUE
Enya Marie D. Apostol	PRC # 0580640	6/20/2024	PRC Regional Office (Calapan City Satellite)
Shiera Kristine T. King	_____	_____	_____

Known to me to be the persons who executed the foregoing instrument and acknowledgement that the same is their free and voluntary act and deed.

This instrument (CONTRACT AGREEMENT / "SUPPLY AND DELIVERY OF OFFICE SUPPLIES, OTHER SUPPLIES, ICT EQUIPMENT AND FURNITURE & FIXTURES FOR THE UNIVERSITY LIBRARY OF MINSU CALAPAN CITY CAMPUS" for Lots 1 and 3") consisting SIX (6) PAGES including the page wherein this acknowledgement is written had been signed by the parties and their instrumental witnesses on each and every page thereof.

WITNESS MY HAND AND SEAL, this 6th day of November, 2024 at _____
Oriental Mindoro.

NOTARY PUBLIC

Doc No. 390
Page No. 79
Book No. 133
Series of _____
2024.

ATTY. **RAYMOND JOELL L. BALBUENA**
Roll of Attorney's No. 61087
IBP Lifetime No. 010769
PR No. 1218347 - Calapan City
MCLE Compliance No. VII-0005057
Notarial Commission until December 31, 2024

Enya Marie D. Apostol
ENYA MARIE D. APOSTOL, Ph.D.

SUC President III
Procuring Entity