

# Contract Agreement Form

PO# 21-150

THIS AGREEMENT made the **25<sup>th</sup> day of May 2021** between the Department of Science and Technology, Regional Office No. VIII, Government Center, Candahug, Palo, Leyte of the Philippines (hereinafter called "the Entity") of the one part and Leyte Paper World, 168 MH Del Pilar St., Tacloban City, Leyte (hereinafter called "the Supplier") of the other part:

WHEREAS the Entity invited Bids for certain goods, viz.,

Item No.	Qty/Unit	Description of Items	ABC (Php)	Contract Amount (Php)
1	410 bots.	Alcohol, isopropyl, 68%-72%, 500ml	41,131.20	38,540.00
2	5 pc	Aluminum Foil, 8 meters	750.00	320.00
3	5 pcs	Antibacterial liquid hand soap, 500 ml	650.00	530.00
4	10 packs	Battery, alkaline AAA, 4 pcs per blister pack	2,500.00	2,200.00
5	9 Box	Binder Clip (12 pcs/Box) 1" or 25mm size	225.00	180.00
6	9 Box	Binder Clip (12 pcs/Box) 2" or 51mm size	783.00	531.00
7	10 gal	Bleach (Sodium hypochlorite)	2,500.00	1,170.00
8	1 pc	Blue Whiteboard	60.00	45.00
9	30 pcs	Brown, Envelope (long)	150.00	60.00
10	30 pcs	Brown, Envelope (short)	90.00	28.50
11	75 pcs	Certificate Frame, A4 (210mm x 297mm), Black	36,017.25	4,875.00
12	45 pc	Certificate Holder, A4 size	2,025.00	1,260.00
13	10 pc	Certificate Holder, long size	500.00	320.00
14	2 pcs	Clear storage Box (35L capacity)	2,000.00	726.00
15	41 Boxes	Clip, Back fold all metal, clamping: 32mm (-1mm)	1,427.62	1,025.00
16	59 Boxes	Clip, back fold, all metal, clamping: 19 mm (-1mm)	1,066.13	619.50
17	5 meters	Comb Binder rings, Diameter: 3/4 inch, Long: 5meters	500.00	95.00
18	5 packs	Cotton (300g/pack)	750.00	650.00
19	30 pads	Daily Time Record (DTR) CS Form 48	570.00	540.00
20	10 bot	Dishwashing liquid (500 ml)	1,000.00	700.00
21	5 pcs	Dishwashing sponge	475.00	325.00
22	5 bot	Disinfectant Concentrate	5,000.00	2,750.00
23	145 Box	Disposable Ear loop Mask, non-sterile, 3-ply (50pcs/Box)	50,750.00	10,585.00
24	3 Box	Disposable Gloves latex (Medium Sized)	1,950.00	1,545.00
25	25 Boxes	Disposable Surgical Facemask, 50 pcs Box	3,440.00	1,825.00

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*Maria Fabula*



Item No.	Qty/Unit	Description of Items	ABC (Php)	Contract Amount (Php)
26	5 pcs	Document Tray, metal, 3 layers	3,622.90	2,200.00
27	12 pads	DTR Form	576.00	204.00
28	5 Box	Envelope, A4, brown, ordinary	4,250.00	3,850.00
29	4.5 Boxes	Envelope, documentary, for legal size documents	3,940.34	2,925.00
30	14.5 boxes	Envelope, Expanding, Kraft board, for legal size doc, 100 pieces per Box	16,859.59	12,470.00
31	5 Box	Envelope, legal, brown, ordinary	4,950.00	3,277.50
32	4 Box	Envelope, mailing, white, 70gsm	1,512.80	796.00
33	1 Box	Envelope, mailing, with window	477.05	280.00
34	170 bots	Ethyl Alcohol, 500ml/bot, 70%, Antiseptic Disinfectant	19,890.00	14,960.00
35	14 pcs	Face Mask, KN95	1,680.00	266.00
36	15 pc	Face shield, direct splash protection	1,875.00	127.50
37	100 pcs	Face Shields (Acrylic) Full Face	10,000.00	9,500.00
38	120 Box	Facial Tissue, 140 pulls, 3 ply/420 sheets (Box)	11,400.00	9,600.00
39	35 Box	Fastener, Metal, 70mm between prongs	2,919.35	2,450.00
40	10 pc	File Organizer	2,500.00	950.00
41	30 packs	Folded Tissue Paper (75pulls/pack)	3,000.00	1,950.00
42	14 pack	Folder, Tagboard, for legal size documents, 100 pcs pack	11,200.00	4,508.00
43	10 Reams	Folder, Ordinary (5 rms white; 5 rms brown)	9,000.00	3,220.00
44	2 pack	Folder, Tagboard, A4, 100 pcs per pack	1,400.00	598.00
45	13 packs	Folder, Tagboard, for legal size documents	5,349.89	4,186.00
46	12 reams	Folder, white, for legal size document (7 reams white; 5 reams brown)	10,399.92	3,864.00
47	6 bot	Glass and Multi-Surface Cleaner	780.00	774.00
48	15 packs	Glossy Paper, A4, 210gsm	15,000.00	2,550.00
49	5 pieces	Glue Gun (Heavy Duty)	2,949.00	1,340.00
50	20 pcs	Glue, Stick	400.00	120.00
51	34 Jars	Glue, all purpose, gross weight: 200 grams min	2,354.50	1,802.00
52	5 unit	Grass Cutter Blade	5,000.00	2,070.00
53	8 pair	Hand Gloves, Lint-free	8,000.00	1,656.00
54	20 bottles	Hand Sanitizer, 500 ml	3,028.60	2,800.00
55	1 dozen	High Quality Spoon and Fork Set	200.00	170.00
56	12 packs	Inkjet Double Sided Glossy Photo/Brochure Paper, 120gsm, Letter (50 sheets per pack)	2,040.00	1,380.00
57	12 packs	Inkjet Photo Paper, A4 (50 sheets per pack)	2,160.00	2,040.00

Marites Fabula



Item No.	Qty/Unit	Description of Items	ABC (Php)	Contract Amount (Php)
58	5 pcs	Kitchen Towel Tissue Roll (2 ply)	750.00	290.00
59	1 pc	Kitchen Towel Tissue Roll Holder	500.00	400.00
60	230 pcs	Kraft board Folder (Long)	1,380.00	759.00
61	1 pack	Laminating, Film A4 Size, 100 Sheets per pack at 125 microns	960.00	506.00
62	20 bots.	Liquid Dishwashing Soap (250 ml)	2,800.00	2,070.00
63	10 bots	Liquid Disinfectant (1 gallon)	20,000.00	16,400.00
64	22 Bots.	Liquid Hand Soap, 500ml	2,387.00	1,892.00
65	10 pcs	Logbook	1,800.00	860.00
66	12 bots	Multipurpose Bleach for Home & Laundry, 1000ml	480.00	456.00
67	41 pads	Note Pad, stick on, 50mm x 76mm (3" x 4")	2,371.03	738.00
68	60 pads	Note Pad, Stick on, 2" x 2"	5,400.00	600.00
69	39 pads	Note Pad, Stick on, 50mm x 76mm (2" x 3")	1,390.35	526.50
70	79 packs	Note Pad, Stick on, 50mm x 76mm (3" x 3")	3,833.08	1,422.00
71	30 pcs	Notebook, 50 leaves	450.00	360.00
72	50 pcs	Notebook, 90 leaves	1,000.00	600.00
73	76 pcs	Notebook, Leather Bound	53,139.20	24,320.00
74	25 pcs	Notebook, leather cover, 200 pages	17,000.00	8,000.00
75	20 pcs	Notebook, Stenographer, spiral, 40 leaves	240.80	200.00
76	1 set	Padlock (Solid Brass), 50mm 2 pieces Keyed Alike	790.00	515.00
77	10 pc	Paper Binding Cover Morocco BO	50.00	25.00
78	40 Box	Paper Clip, vinyl/plastic coat, 33mm	1,000.00	300.00
79	40 Boxes	Paper Clip, vinyl/plastic coat, 48mm	2,300.00	600.00
80	64 Box	Paper Clip, vinyl/plastic coat, length: 32mm	6,400.00	480.00
81	46 Box	Paper Clip, vinyl/plastic coat, length: 50mm	5,520.00	690.00
82	1 pc	Paper Cutter, Heavy Duty	961.14	40.00
83	10 Box	Paper Fastener, Metal	947.70	700.00
84	1 pc	Paper Organizer tray (3 layer)	750.00	440.00
85	2 pc	Paper Tray Three Layers (Black, Steel)	1,000.00	880.00
86	915 reams	Paper, A4 (MULTICOPY, 80 gsm, 210mm x 297mm)	238,000.65	157,380.00
87	470 reams	Paper, Legal (MULTICOPY, 80 gsm, 216mm x 330mm)	136,676.00	91,650.00
88	3 pack	Paper, Photopaper, A4, 100-180 gsm, 50 sheets	450.00	369.00
89	15 packs	Parchment Paper	6,000.00	750.00
90	14 dozen	Pencil, lead, w/ eraser, wood cased, hardness	1,509.90	1,078.00

Marita Fabula



Item No.	Qty/Unit	Description of Items	ABC (Php)	Contract Amount (Php)
91	30 pcs	Plastic Comb Ring Binder, 1 "	1,500.00	750.00
92	180 pcs	Plastic Comb Ring Binder, 1/2"	3,420.00	2,340.00
93	50 pcs	Plastic Comb Ring Binder, 1/4"	700.00	425.00
94	50 pcs	Plastic Comb Ring Binder, 3/8"	900.00	400.00
95	2 pc	Plastic Ring Binder 51mm 46"	140.00	82.00
96	5 pc	Press Board Colored Folder U.S	150.00	95.00
97	1 pc	Punch & Binding Machine, heavy duty	14,000.00	11,990.00
98	2 Box	PVC Binding Cover (Clear) A4, size, 100 sheets, 200 microns	1,940.00	736.00
99	2 packs	PVC Binding Covers, Legal Size	3,000.00	800.00
100	1 Box	PVC Cover, A4	900.00	368.00
101	1 Box	PVC Cover, Legal	950.00	400.00
102	1 unit	Rechargeable Sealed Lead Acid Battery, 12V30Ah/20HR	3,400.00	2,070.00
103	2 pc	Ring Binder, plastic, 25.4mm, 84 rings	162.66	50.00
104	5 pairs	Rubber boots (Black)	2,801.45	2,740.00
105	1 pair	Safety Shoes, Size 8 US	3,000.00	430.00
106	3 unit	Scientific Calculator, Large LCD display	5,000.01	2,400.00
107	8 pair	Scissors, symmetrical, blade length: 65mm min	648.96	168.00
108	1 unit	Shoe rack, 3 layers	495.00	447.00
109	1741	Sign Pen, Liquid Gel Pen, (0.5mm), Fine Point capped needle tip (Blue: 1,255 pcs; Black: 486 pcs)	73,087.18	32,208.50
110	14 sets	Signature tabs stickers	1,680.00	896.00
111	155 Boxes	Staple Wire, No. 35, Galvanized Chisel Pointed, Standard Staples (26/6)	9,827.00	7,285.00
112	15 pcs.	Stapler Remover, plier type	874.95	690.00
113	21 pcs.	Stapler, Flat-clinch Black standard Stapler with 30 sheet capacity, metal and high-impact plastic construction	8,936.76	6,930.00
114	5 reams	Sticker Paper, Glossy, A4	2,500.00	610.00
115	19 pads	Sticky Note, 4" x3"	924.92	408.50
116	6 rolls	Tape, Double sided	900.00	126.00
117	31 rolls	Tape, Transparent, width: 48mm (1mm)	1,736.00	635.50
118	51 rolls	Tape, Masking, width :24mm (1mm)	4,704.24	1,632.00
119	50 rolls	Tape, Packaging, width :48mm (1mm)	1,142.00	1,050.00
120	41 rolls	Tape, transparent, width: 24mm	2,193.91	492.00
121	210 rolls	Toilet Tissue Paper 2-ply sheets	5,880.00	3,150.00
122	1 unit	Tornado Mop with bucket	3,000.00	1,550.00
123	8 rolls	Trash bag (26" x 32"), 10 pcs/roll	890.00	480.00

Mavita Fabula

Item No.	Qty/Unit	Description of Items	ABC (Php)	Contract Amount (Php)
124	1 pc	Trash Bin with cover (big)	1,000.00	170.00
125	60 Boxes	Vitamin C Supplement (with BFAD Approved Mark)	30,000.00	24,000.00
126	11 boxes	Vitamin, Sodium Ascorbate, 100 capsules per box (with BFAD Approved Mark)	11,000.00	4,400.00
127	1 unit	Water Dispenser (standing, hot and cold water)	12,123.84	8,900.00
		<b>TOTAL</b>		<b>608,930.00</b>

and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Six Hundred Eight Thousand Nine Hundred Thirty pesos (Php608,930.00)** (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 respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Supplier's Bid, including the Technical and Financial Proposals, and all other documents/statements submitted (e.g. bidder's response to clarifications on the bid), including corrections to the bid resulting from the Procuring Entity's bid evaluation;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract;
  - (f) the Performance Security; and
  - (g) the Entity's Notice of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

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.

Maruta Fabula



DEPARTMENT OF SCIENCE AND  
TECHNOLOGY, REGIONAL OFFICE  
NO. VIII (DOST RO VIII)

LEYTE PAPERWORLD

ENTITY:  
Represented by:

THE SUPPLIER:  
Represented by:

  
**ERNESTO M. GRANADA**  
Regional Director

  
**MS. MARIETA J. FABULA**  
Authorized Representative

  
**RUFINO E. MENGOTE**  
ARD-FAS, DOST-8

WITNESSED BY:

  
MELCAH J. TARCE  
LEYTE PAPERWORLD

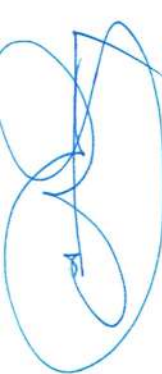
Certified Funds Available:

  
**ROGEN VINCENT R. TOBIAS**  
Accountant III, DOST8

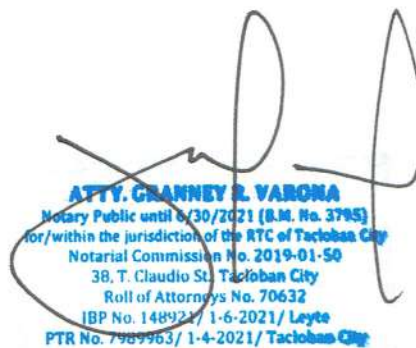
## ACKNOWLEDGMENT

BEFORE ME this 101 JUN 2021 day of \_\_\_\_\_ personally appeared, ERNESTO M. GRANADA, Regional Director representing the Department of Science and Technology, Regional Office No. VIII, Government Center, Candahug, Palo, Leyte with TIN: 158-720-766 and Ms. Marieta J. Fabula, authorized Representative, Leyte Paperworld with TIN: 946-719-226 known to me to be the same persons who executed the foregoing instrument and they acknowledge to me that the same in their voluntary act and deed.

WITNESS MY HAND AND SEAL at the place and date first above written.



Marieta Fabula



**ATTY. GRANNEY L. VARONA**  
Notary Public until 6/30/2021 (B.M. No. 3795)  
for/within the jurisdiction of the RTC of Tacloban City  
Notarial Commission No. 2019-01-50  
38, T. Claudio St., Tacloban City  
Roll of Attorneys No. 70632  
IBP No. 148922/ 1-6-2021/ Leyte  
PTR No. 7969963/ 1-4-2021/ Tacloban City

Doc. No. 373  
Page No. 76  
Book No. V  
Series of 621