

NOTICE TO PROCEED

Date: NOV 27 2024

NANCY B. CALLEJA

Authorized Representative
DENVER'S COMPUTER SHOPPE, INC.
GF PVLB Building Peñaranda Street, Legazpi City, Albay

Dear Mr. Calleja:

Please be informed that you may now proceed as the Supplier for the contract entitled SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV (LOT 1 & 2) with ITB No. IB GOP 2024-DSWD-037 and Contract No. 2024-031 amounting to ONE MILLION NINETY SIX THOUSAND PESOS AND NO CENTAVOS (P1,096,000.00), inclusive of all applicable taxes.

This Notice binds you to your bid price proposal, schedule of requirements, technical specifications, and other terms and conditions stipulated in the Contract. Please note that complete delivery of goods shall be made within **45 Calendar days** upon receipt of this notice. Further, we acknowledge receipt of your Performance Security in a form of:

(Please check type of Security)	Form of Performance Security	Amount of Performance Security/ Remarks
<input type="checkbox"/>	Cash or Cashier's / Manager's Check	
<input type="checkbox"/>	Bank Draft/Guarantee or irrevocable letter of credit	
<input checked="" type="checkbox"/>	Surety Bond	30% of the Contract Price/Three Hundred Twenty-Eight Thousand Eight Hundred Pesos (P328,800.00); Performance Bond

Kindly affix your signature and the corresponding date in the space provided below:

Very truly yours,

NORMAN S. LAURIO
Regional Director



RAULA A. ENOJAS
Assistant Regional Director for Administration

CONFORME:

NANCY B. CALLEJA

Authorized Representative

Date: 12/4/2024

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office V, Legazpi City

PROJECT: **SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV (LOT 1 & 2)**

CONTRACT NO.: **2024-031**

CONTRACT AGREEMENT

THIS AGREEMENT made this NOV 22 2024 between DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V of the Philippines, hereinafter called "the Entity", of the one part and DENVER'S COMPUTER SHOPPE, INC., of GF PVLB Building Peñaranda Street, Legazpi City, Albay hereinafter called "the Supplier" of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV (LOT 1 & 2), and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of ONE MILLION NINETY SIX THOUSAND PESOS AND NO CENTAVOS (P1,096,000.00) 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 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 ONE MILLION NINETY SIX THOUSAND PESOS AND NO CENTAVOS (P1,096,000.00) or such other sums as may be ascertained, DENVER'S COMPUTER SHOPPE, INC., agrees to provide, SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV (LOT 1 & 2), in accordance with his/her/its Bid;

4. The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

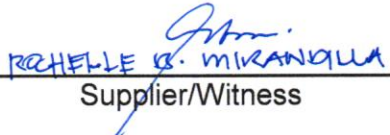
IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

NORMAN S. LAURIO
Regional Director


RAUL A. ENOJAS
ARD for Administration


NANCY B. CALLEJA
Authorized Signatory


VICTORIA C. TAGUM
SWO V / PSD Chief


ACHELE B. MIRANILLA
Supplier/Witness

for

for

DEPARTMENT OF SOCIAL
WELFARE AND DEVELOPMENT
FIELD OFFICE V

DENVER'S COMPUTER SHOPPE,
INC.

CERTIFIED FUNDS AVAILABLE:

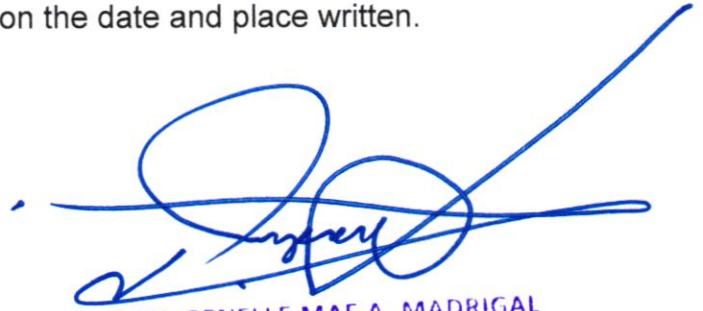

WENDY G. RANCES, CPA
Accountant III

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF LEGAZPI CITY, ALBAY) s.s.

BEFORE ME, a Notary Public this DEC 10 2024 day of _____ at LEGAZPI CITY, ALBAY personally appeared **NORMAN S. LAURIO** and **NANCY B. CALLEJA** exhibited to me their Competent Evidence of Identity ID No. 05-0002 issued in Quezon City on September 23, 2022 and ID No. _____ issued at _____ issued on _____ respectively. Known to me to be the person who executed the foregoing instrument and acknowledgment to me the same as their free act and that of the principal they represent. This instrument consists of Three (3) pages including the page, on which, the acknowledgment is written.

WITNESS MY HAND AND SEAL on the date and place written.



ATTY. GENELLE MAE A. MADRIGAL
NOTARY PUBLIC for Legazpi City and Province of Albay
Commission No. NP 2022-12, until December 2025
134 urok 1-B Brgy. 59 Puro Legazpi City
Roll of Attorneys No. 78532
IBP OR No. 411621, January 9, 2024
PTR OR No. 6395195 O, January 9, 2024
atty.gmadrigal@gmail.com / 09163923090

Doc. No. 353
Page No. 72
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Series No. 2024

NOTICE OF AWARD

Date: NOV 12 2024

NANCY B. CALLEJA


Authorized Representative
DENVER'S COMPUTER SHOPPE, INC.
GF PVLB Building Peñaranda Street, Legazpi City, Albay

Dear Ms. Calleja:

This is to notify you that your bid for the SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV (LOT 1 & 2) with a Contract Price equivalent to ONE MILLION NINETY SIX THOUSAND PESOS AND NO CENTAVOS (P1,096,000.00) 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 amount stipulated in **Section 39 of the Revised IRR of RA 9184**. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,


NORMAN S. LAURIO
Regional Director

Conforme:

Name of Bidder: NANCY B. CALLEJA

Date Received: 11/12/24

**BIDS AND AWARDS COMMITTEE
RESOLUTION No. 2024-11-006**

A RESOLUTION RECOMMENDING TO THE REGIONAL DIRECTOR TO AWARD THE CONTRACT FOR THE SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV LOT 1 & 2 TO DENVER'S COMPUTER SHOPPE, INC. AS THE SOLE ELIGIBLE AND RESPONSIVE BIDDER

WHEREAS various Programs/Sections requested for the **SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV** amounting to **One Million Four Hundred Five Thousand One Hundred Ninety-Six Pesos and Eighty Centavos (₱1,405,196.80)**, hence the said procurement opportunity was posted on PhilGEPS per **IB GOP 2024-DSWD-037**; on the department's website and on a conspicuous place within the agency for wider dissemination;

WHEREAS, the request as mentioned above is included in the Annual Procurement Plan (APP) of the Agency for CY 2024;

WHEREAS, several bidders were present during the scheduled Pre-Bid Conference last **September 18, 2024, at 8:30 AM**, namely PC Experts Computer Parts and Accessories Trading, IT Avenue, Denver's Computer Shoppe, Inc., and Pixel8 Web Solutions & Consultancy Inc.;

WHEREAS, during the deadline for the submission/opening of bids on **October 01, 2024, at 8:00 AM**, only one (1) bid proposal was received by the BAC Secretariat as indicated below. Opening of Bids and examination of the presence or absence of the required eligibility, technical, and financial documents were done using a non-discretionary "pass/fail" criteria having hereunder result:

REQUIREMENTS	DENVER'S COMPUTER SHOPPE, INC.
	GF PVLB Building Peñaranda Street, Legazpi City, Albay
TECHNICAL COMPONENT ENVELOPE	
PhilGEPS Certificate of Registration and Membership	Passed
Statement of all ongoing government and private contracts	Passed
Statement of the Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, within two (2) years from the submission of bids	Passed
Bid Security	Passed
Conformity with technical specifications	Passed
Omnibus Sworn Statement	Passed
Audited Financial Statement	Passed
NFCC computation or Committed Line of Credit (CLC)	Passed
Joint Venture Agreement, if applicable	N/A
FINANCIAL PROPOSAL	
Financial Bid Form, and the applicable Price Schedules.	Passed
ABC in Philippine Peso:	N/A
LOT 1 ₱ 279,226.80	₱ 250,200.00
LOT 2 ₱ 1,000,000.00	₱ 845,800.00

LOT 3 P	125,970.00	NO BID
REMARKS		Eligible

WHEREAS, no bid was received for Lot 3;

WHEREAS, failure of bidding for Lot 3 was declared through **BAC Resolution No. 2024-10-060** dated October 21, 2024;

WHEREAS, during the detailed bid evaluation DENVER'S COMPUTER SHOPPE, INC. was declared Eligible;

WHEREAS, on October 22, 2024, Typhoon Kristine significantly impacted the Bicol Region leading to a declaration of a State of Calamity;

WHEREAS, a suspension of work in government offices in the Bicol Region was issued from October 22 to 25, 2024, allowing the employees time to address personal matters, ensure their families' safety, and aid in recovery efforts;

WHEREAS, there is a need for thorough verification, validation, and confirmation of all representations made and documents submitted by the Lowest Calculated Bidder (LCB), to ensure that the said bidder possesses the requisite qualifications, technical capacity, and financial stability to perform and complete the project in compliance with the technical specifications and requirements stated in the bid;

WHEREAS, due to the effects of Typhoon Kristine and the resulting calamity, there have been significant disruptions to normal operations which have affected communication lines, transportation, and access to necessary facilities for verification, thus causing reasonable delays in the post-qualification process;

WHEREAS, an extension of additional ten (10) days Post-qualification evaluation period was requested through BAC Resolution No. 2024-10-073 dated October 29, 2024;

WHEREAS, a post-qualification evaluation was conducted on October 29, 2024, by the BAC to DENVER'S COMPUTER SHOPPE, INC. As per report submitted by the Post-Qualification Team, the said bidder was found responsive as the technical documents submitted such as PhilGEPS registration, Bid Security, and Omnibus Sworn Statement are lawful and valid based on the effectivity date of each document. The required amount of transactions for the completed contract is complied with and surpassed. The Single Largest Completed Contract presented was with DSWD FO V for the Supply and Delivery of Genuine Brother Toners for CIS amounting to P2,509,800.00; Copies of the NOA, NTP, Contract, Charge Sales Invoice, Certificate of Completion and Acceptance, Collection Receipt, and other related documents were presented upon inspection. The post-qualification team noted that the specifications indicated in the bid document were all complied.

WHEREAS, DENVER'S COMPUTER SHOPPE, INC. was assessed as Post-Qualified by the Post-Qualification Team per submitted Post-Qualification Report.

WHEREAS, with the foregoing and after due deliberation, the Bids and Awards Committee resolved to declare the bid of DENVER'S COMPUTER SHOPPE, INC. as Responsive Bid;

BIDS AND AWARDS COMMITTEE (BAC)**RSO 4751 S. 2024**

DSWD-AS-GF-088 | REV 01 | 28 SEPT 2022

NOW, THEREFORE, We, the Members of the Bids and Awards Committee **RESOLVES**, as it is hereby **RESOLVED**, to recommend to the HoPE of DSWD FO V to;

- a) To declare **DENVER'S COMPUTER SHOPPE, INC.** as the **Sole Eligible and Responsive Bidder** for the **SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV LOT 1 & 2**;
- b) To recommend the Award of the Contract to **DENVER'S COMPUTER SHOPPE, INC.** as the **Sole Eligible and Responsive Bidder** for the **SUPPLY AND DELIVERY OF INKS AND TONERS FOR DSWD FOV LOT 1 & 2** amounting to **ONE MILLION NINETY-SIX THOUSAND PESOS (₱1,096,000.00)**.

Done this 5th of November 2024 in Legazpi City, Philippines.

OB

CLAUDIO A. VILLAREAL JR.
SWO IV, DRMD OIC-Chief
Chairperson




MA. CARMEN T. TAYAM
AO V, Budget Section Head
Vice-Chairperson


JOSEPH L. TESTON
PO III, PPD OIC-Chief
Regular Member

OB

LLYOD DRAZEN B. BAS
SAO, Pantawid Division
Provisional Member



JANET O. GUBOT
AO II, Budget Section
Alternate Member



MELANIE B. GARRIDO
SWO II, Soctech
Provisional - Alternate Member

() Approved () Disapproved



RAUL MENDOJAS
Assistant Regional Director - Administration



NORMAN S. LAURIO
Regional Director, DSWD FO V
(per Special Order No. 3051, Series of 2022)
Authorized Representative/Head of the Procuring Entity