

## NOTICE TO PROCEED

Date: DEC 02 2024

**JESSABEL A. GALICIA**

Authorized Representative  
TOYOTA BATANGAS CITY, INC.  
Sitio 6 Diversion Road, Brgy. Balagtas, Batangas City

Dear Ms. Galicia:

Please be informed that you may now proceed as the Supplier for the contract entitled SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V with ITB No. IB GOP 2024-DSWD-049 and Contract No. 2024-039 amounting to ELEVEN MILLION NINE HUNDRED NINETY FOUR THOUSAND PESOS AND NO CENTAVOS (P11,994,000.00), 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 **30 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 Million Five Hundred Ninety-Eight Thousand Two Hundred Pesos only (P3,598,200.00); Performance Bond

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

Very truly yours,

**NORMAN S. LAURIO**  
Regional Director

CONFORME:

**JESSABEL A. GALICIA**

Authorized Representative

Date: Dec. 03, 2024

**ROUTING AND TRACKING SLIP**

<b>DRN   SUBJECT :</b>	SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V	
<b>DATE CREATED :</b>	<b>2024-039</b>	
<b>DEADLINE :</b>		

FROM			NOTES / REMARKS	TO		
NAME/ OFFICE	DATE	TIME		NAME/ OFFICE	DATE	TIME
<b>JINKY A. MANGAMPO</b> Head, Procurement Section Procurement Section Head				<b>ATTY. JERIC D. DE LEOZ</b> Legal Officer Legal Unit		
<b>ATTY. JERIC D. DE LEOZ</b> Legal Officer Legal Unit				<b>JINKY A. MANGAMPO, MBA</b> End-User AO IV / OIC-ASD Chief		
<b>JINKY A. MANGAMPO, MBA</b> End-User AO IV / OIC-ASD Chief				<b>WENDY G. RANCES, CPA</b> Accountant III FMD		
<b>NORMAN S. LAURIO</b> Regional Director ORD				<b>BAC Secretariat</b> BAC Secretariat		
<b>BAC Secretariat</b> BAC Secretariat				<b>Supplier</b> Supplier		
<b>Supplier</b> Supplier				<b>BAC Secretariat</b> BAC Secretariat		
				<b>BAC Secretariat</b> BAC Secretariat		

*Please let us know your comments. Kindly indicate the date and affix your signature on the space provided.*

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

PROJECT: **SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V**

IB GOP 2024-DSWD-049

CONTRACT NO.: **2024-039**

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**CONTRACT AGREEMENT**

THIS AGREEMENT made this NOV 29 2024 between DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V of the Philippines, hereinafter called "the Entity", of the one part and TOYOTA BATANGAS CITY, INC., of Sitio 6 Diversion Road, Brgy. Balagtas, Batangas 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 PASSENGER VANS FOR DSWD FO V, and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of ELEVEN MILLION NINE HUNDRED NINETY FOUR THOUSAND PESOS AND NO CENTAVOS (P11,994,000.00) 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.**

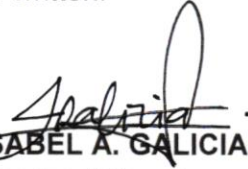
3. In consideration for the sum of ELEVEN MILLION NINE HUNDRED NINETY FOUR THOUSAND PESOS AND NO CENTAVOS (P11,994,000.00) or such other sums as may be ascertained, TOYOTA BATANGAS CITY, INC., agrees to provide, SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V, in accordance with his/her/its Bid;

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

  
**RAULA A. ENOJAS**  
Assistant Regional Director for Administration

  
**JESSABEL A. GALICIA**  
Authorized Signatory

  
**JINKY A. MANGAMPO, MBA**  
AO IV / OIC-ASD Chief

\_\_\_\_\_  
Supplier/Witness

for

for

DEPARTMENT OF SOCIAL  
WELFARE AND DEVELOPMENT  
FIELD OFFICE V

TOYOTA BATANGAS CITY, INC.

CERTIFIED FUNDS AVAILABLE:

  
**WENDY G. RANCES, CPA**  
Accountant III

**ACKNOWLEDGEMENT**

**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF PILI, CAM. SUR ) s.s.**

**BEFORE ME**, a Notary Public this PILI, CAM. SUR day of DEC 12 2024 at \_\_\_\_\_ personally appeared **NORMAN S. LAURIO** and **JESSABEL A. GALICIA** 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.

Doc. No. 524  
Page No. 105  
Book No. VII  
Series No. 2024

**JOMAR SEAN H. VILLANUEVA**  
Notary Public  
COMMISSION EXPIRES ON DEC. 31, 2024  
ADMIN.MATTER NO. 147 2022, RTC PILI, CAM.SUR  
ROLL NO. 71613  
IBP NO. 377853/12-28-2023/CAM. SUR  
PTR NO. 42139311 (for 2024)/12-28-2023/CAM. SUR  
MCLE Compliance No. VII-0007634/ valid until April 14, 2025  
DOOR 4 AMESOLA APT., CAPITOL DRIVE, CADLAN, PILI  
CAMARINES SUR

## NOTICE OF AWARD

Date: NOV 21 2024

**JESSABEL A. GALICIA**  
Authorized Representative  
TOYOTA BATANGAS CITY, INC.  
Sitio 6 Diversion Road, Brgy. Balagtas, Batangas City

Dear Ms. Galicia:

This is to notify you that your bid for the SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V with a Contract Price equivalent to ELEVEN MILLION NINE HUNDRED NINETY FOUR THOUSAND PESOS AND NO CENTAVOS (P11,994,000.00) 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,



**RAULA A. ENOJAS**  
Assistant Regional Director for Administration

**NORMAN S. LAURIO**  
Regional Director

Conforme:



Name of Bidder: JESSABEL A. GALICIA  
Date Received: 11/22/2024

**BIDS AND AWARDS COMMITTEE  
RESOLUTION No. 2024-11-033**

**A RESOLUTION RECOMMENDING TO THE REGIONAL DIRECTOR TO AWARD THE CONTRACT FOR THE SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V TO TOYOTA BATANGAS CITY, INC. AS THE SOLE ELIGIBLE AND RESPONSIVE BIDDER**

**WHEREAS**, GSS requested for the **SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V** amounting to **Twelve Million Pesos only (PHP12,000,000.00)**, hence the said procurement opportunity was posted on PhilGEPS per **IB GOP 2024-DSWD-049**; 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 **October 08, 2024**, at **9:00 AM**, namely Remax International Inc., LBPI Design International, Inc., and Topeastgate Corporation;

**WHEREAS**, during the deadline for the submission/opening of bids on **October 22, 2024**, at 8:30 AM, 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	TOYOTA BATANGAS CITY, INC.
	Sitio 6 Diversion Road, Brgy. Balagtas, Batangas City
<b>TECHNICAL COMPONENT ENVELOPE</b>	
PhilGEPS Certificate of Registration and Membership	Passed
Statement of all ongoing government and private contracts	Passed
<b>Statement of the Bidder’s Single Largest Completed Contract (SLCC)</b> 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
<b>FINANCIAL PROPOSAL</b>	
Financial Bid Form, and the applicable Price Schedules.	Passed
ABC in Philippine Peso:	N/A
<b>P 12,000,000.00</b>	<b>P 11,994,000.00</b>
<b>REMARKS</b>	<b>Eligible</b>

**WHEREAS**, after careful examination, validation, and verification of the eligibility, technical and financial requirements during the conduct of Detailed Bid Evaluation, **TOYOTA BATANGAS CITY, INC.** is found to be **eligible**;

**WHEREAS**, there is a need for thorough verification, validation, and confirmation of all representations made and documents submitted by the Sole Bidder, 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. A post-qualification evaluation was conducted on November 20, 2024, by the Post-Qualification Team to **TOYOTA BATANGAS CITY, 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 transaction amount for the completed contract is complied with and surpassed. The Single Largest Completed Contract presented was with Municipality of Malvar amounting to P10,985,600.00; Copies of the NOA, NTP, Contract, IAR, Vehicle Sales Invoice and other related documents were presented upon inspection. The post-qualification team noted that the specifications indicated in the bid document were all complied.

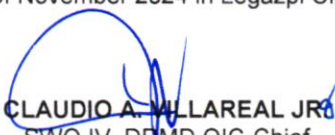
**WHEREAS**, **TOYOTA BATANGAS CITY, INC.** was assessed as Post-Qualified by the Post-Qualification Team per submitted Post-Qualification Report.

**WHEREAS**, with the foregoing and after due deliberation, the Bids and Awards Committee resolved to declare the bid of TOYOTA BATANGAS CITY, INC. as Responsive Bid;

**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 **TOYOTA BATANGAS CITY, INC.** as the **Sole Eligible and Responsive Bidder** for the **SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V**;
- b) To recommend the Award of the Contract to **TOYOTA BATANGAS CITY, INC.** as the **Sole Eligible and Responsive Bidder** for the **SUPPLY AND DELIVERY OF PASSENGER VANS FOR DSWD FO V** amounting to **ELEVEN MILLION NINE HUNDRED NINETY-FOUR THOUSAND PESOS ONLY (P11,994,000.00)**;

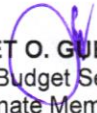
Done this 20<sup>th</sup> of November 2024 in Legazpi City, Philippines.

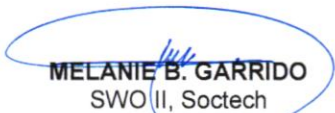
  
**CLAUDIO A. VILLAREAL JR.**  
SWO IV, DRMD OIC-Chief  
Chairperson

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

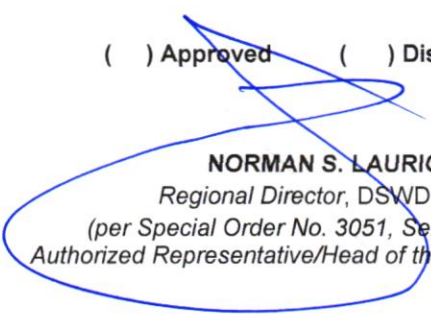
**JOSEPH L. TESTON**  
PO III, PPD OIC-Chief  
Regular Member

**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

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