

CONTRACT AGREEMENT

01 DEC 2023

THIS AGREEMENT made this _____ day of _____ 20__ between **PHILIPPINE POSTAL CORPORATION** with principal business and office address at Manila Central Post Office Building, Magallanes Drive, Liwasang Bonifacio, Barangay 659-A, Ermita 1000, Manila, duly represented herein by its Acting Postmaster General and Chief Executive Officer, **LUIS D. CARLOS**, (hereinafter called "**the Entity**") of the one part and **ADVANCE COMPUTER FORMS, INC.** with principal business and office address at 1001 GP Sulok Street, Brgy. Ugong, Valenzuela City, duly represented herein by its Sales Manager, **JULIET A. VILLENA**, (hereinafter called "**the Supplier**") of the other part;

WHEREAS, the Entity invited to submit bids for certain goods and ancillary services, particularly **143,000 Sets of IEMS Consignment Note** and has accepted a Bid by the Supplier for the supply of those goods/services in the sum of ONE MILLION TWENTY-EIGHT THOUSAND ONE HUNDRED SEVENTY PESOS (Php 1,028,170.00) (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/Terms of Reference;
 - 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 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**

PASSED AND REVIEWED
LEGAL DEPARTMENT
PHILIPPINE POSTAL
CORPORATION
ATTY. GRIFFIN CARL D. VENTURA
HANDLING LAWYER
28 SEP 2023

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 TWENTY-EIGHT THOUSAND ONE HUNDRED SEVENTY PESOS (Php 1,028,170.00) or such other sums as may be ascertained, **ADVANCE COMPUTER FORMS, INC.** agrees to perform and provide **143,000 Sets of IEMS Consignment Note** in accordance with his/her/ its Bid.
4. The PHILIPPINE POSTAL CORPORATION agrees to pay the abovementioned sum in accordance with the terms of the Bidding.
5. Liquidated Damages. The amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.


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.


LUIS D. CARLOS
Acting Postmaster General and CEO


JULIET A. VILLENA
Sales Manager

For:
PHILIPPINE POSTAL CORPORATION

For:
ADVANCE COMPUTER FORMS, INC.


GELARINO B. PEDRO
Acting Manager
Accounting Dept

Post Office Chief Accountant
(Certifying availability of funds)

Signed in the Presence of:

Witness

PASSED AND REVIEWED
LEGAL DEPARTMENT
PHILIPPINE POSTAL
CORPORATION
JB
ATTY. GRATER-ALD. LENTEJAS
HANDLING LAWYER
20 NOV 2023

ACKNOWLEDGMENT

Republic of the Philippines)
City of _____) S.S.
CITY OF MANILA

Before me, personally appeared **LUIS D. CARLOS** exhibiting to me his Competent Evidence of Identity (CEI) _____ issued on _____ at _____ and **JULIET A. VILLENA** with Competent Evidence of Identity (CEI) _____ issued on _____ at _____, known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their free and voluntary act and deed and that of the corporations that they represent.

01 DEC 2023

WITNESS MY HAND SEAL on this _____ day of _____ at **CITY OF MANILA**, Philippines.

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Series of 2017

Franchette Marie S. Lim
ATTY. FRANCHETTE MARIE S. LIM
Notary Public for City of Manila
Notarial Commission No. 2023-172
Until 31 December 2024
Notary Public
IBO No. 255104 January 2023
PTR No. 0871898, 06 January 2023; MLA
MCLE Compliance No. VII-0002864 valid until April 14, 2025
Roll No. 73323
Unit 303 HHC Bldg. Victoria St. cor Basco St.
Intramuros, Manila

Ann