



Project Reference Num: PR No. 100-2025-07-1511 P.R. Date July 15, 2025  
 Location of Project: City Mayor's Office - Burial Assistance Program  
 Supplier : ICT CLOVER LEAF TRADING OPC  
 Address : 2nd Flr. Petal Bldg., Fernandez St., Bgy. Tanglaw P.O. No. BAC-2025-PB-09-123  
 E. Mail Address : \_\_\_\_\_ P.O. Date SEP 03 2025  
 Telephone No. : \_\_\_\_\_ Mode of \_\_\_\_\_  
 TIN 607-139-767-00000 Procurement : Public Bidding

Gentlemen:  
Please furnish this office the following articles subject to the terms and condition contained herein

Place of Delivery : Thru City GSO Delivery Term : 60CD upon receipt of NTP  
 Date of Delivery : \_\_\_\_\_ Payment Term: \_\_\_\_\_

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
<b>Janitorial Supplies</b>					
1	18	can	Air refreshener aerosol type	265.00	4,770.00
2	172	bot	Alcohol, isopropyl 70% solution 500ml	350.00	60,200.00
3	2	pcs	Broomsoft (tambo)	150.00	300.00
4	1	piece	Broom Stick (tingting) usable length: 760mm min	34.00	34.00
5	3	pcs	Bathroom Deodizer scented gel 180gms	144.00	432.00
6	2	piece	Brush with 5th plastic handle, heavy duty (toilet brush)	87.00	174.00
7	6	pcs.	Car refreshener can 70 grm asst. scented	226.00	1,356.00
8	4	pcs.	Detergent Powder All Purpose 1kg	120.00	480.00
9	3	pcs.	Dishwashing Liquid, lemon scent 780ml	248.00	744.00
10	18	pcs.	Disinfectant spray, aerosol type 170g	291.00	5,238.00
11	1	piece	Dustpan, non rigid plastic	40.00	40.00
12	3	pouch	Fabric conditioner 660ml asst scent	169.00	507.00
13	2	bot	Muriatic acid 500ml	79.00	158.00
14	6	box	Stainless blade	135.00	810.00
15	4	bot	Toilet Cleaner 500ml, asst scent	149.00	596.00
16	6	pack	Trash bag, gpp specs black 10pcs.roll/pack 26" x 32 large	68.00	408.00
17	2	pcs.	Waste Basket non rigid plastic	69.00	138.00
<b>Embalming Supplies</b>					
18	200	pcs	Cotton 150g pure and absorbent	77.50	15,500.00
19	2	pcs	Check Blusher soft & rosy 7g/0.25oz	2,268.00	4,536.00
20	171	box	Face Mask 4ply arloop 50's/box	141.00	24,111.00
21	2	doz	Face powder natural no. 2.0. 31oz/9g	2,916.00	5,832.00
22	3	doz	Foundation liquid color flesh no 3.30ml	3,124.00	9,372.00
23	3	drum	Formalin 37wt 200kgs/drum	16,284.00	48,852.00
24	2	doz	Lipstick color red 0.31 oz/3.8g	1,917.00	3,834.00
25	6	box	Postmortem needles, double curved stainless	239.00	1,434.00
26	35	box	Surgical gloves powder free natural rubber latex #7.5	1,375.00	48,125.00
27	34	box	Surgical gloves powder free natural rubber latex #8	1,375.00	46,750.00
28	6	pcs.	Suture needle curved stainless 3inc	291.00	1,746.00
x-x-x	x-x-x	x-x-x	x-x-x-x-x-x-x-x Continued on Page 2	Sub - Total 1	286,477.00

In case failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed.

Conforme:

Very truly yours,

By:

**ICT CLOVER LEAF TRADING OPC**

**LUCILOR BAYRON**

Signature over printed name of supplier

City Mayor

Position/Designation

Authorized official

Date

Fund Available

ALOBS NO. : \_\_\_\_\_  
Amount : \_\_\_\_\_

City Accountant

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 Address: 2nd Flr. Petal Bldg., Fernandez St., Bgy. Tanglaw P.O. No. BAC-2025 - PB - 09 - 127  
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 Please furnish this office the following articles subject to the terms and condition contained herein

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ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
<b>Casket Materials 1</b>					
29	2	pcs.	Carbon Brush #51a (for plainer)	110.50	221.00
30	497	pcs.	Casket Handle size 43/4x11 inc	457.00	227,129.00
31	1	piece	Circular Saw Blade #3	754.50	754.50
32	348	pcs.	Clear Glass for casket size 32 x 76 thick 1/2	270.00	93,960.00
33	150	pcs.	Clear Glass for casket size 36 x 76 thick 1/2	270.00	40,500.00
34	90	pcs.	Gloss Latex paint white gal	887.00	79,830.00
35	3	pcs.	Finishing nail #1; 25kgs/box	2,520.00	7,560.00
36	3	pcs.	Finishing nail #1 1/2; 25kgs/box	2,460.00	7,380.00
37	25	pcs.	Paintbrush #2	41.00	1,025.00
38	27	pcs.	Paintbrush #3	73.00	1,971.00
39	25	pcs.	Paintbrush #4	103.00	2,575.00
40	48	pcs.	Paint fat latex white pail	2,856.00	137,088.00
41	12	pcs.	Patching compound 20kls/sack	1,275.00	15,300.00
42	2	pcs.	Plainer blade #4	676.00	1,352.00
43	745	pcs.	Plywood ordinary size: 1/2	1,176.00	876,120.00
44	744	pcs.	Sand Paper #60 size: 225mm x 275mm	19.00	14,136.00
45	3	pcs.	Screw #1, 1000pcs/box	1,852.00	5,556.00
46	73	pcs.	Spray paint 400/can quick dry silver	250.00	18,250.00
47	7	pcs.	Shoe Tacks box	143.00	1,001.00
48	2	pcs.	Triangular file #4	216.00	432.00
<b>Casket Materials (Relief Goods)</b>					
49	3,745	pack	Biscuit asst 10 single packs/bag	73.00	273,385.00
50	1,500	pack	Candies asst 50pcs x 4.0g/bag	64.00	96,000.00
51	345	pack	Candle #2, 6pcs/pack yellow	105.00	36,225.00
52	400	pack	Coffee, 100grams	100.50	40,200.00
53	18	rolls	Cord Rayon, white size: XL 33mtrs/roll	300.00	5,400.00
54	18	rolls	Cloth white 110/roll	5,737.00	103,266.00
55	425	pcs.	Eco-Bag (large-size)	55.00	23,375.00
56	75	rolls	Mettalic Trimming #2 inch 14mtrs/roll, color silver /gold	327.30	24,547.50
57	398	klo	Sugar Klos	108.00	42,984.00
<b>Wreath</b>					
58	400	set	Wreath/Fresh Flower Set	1,300.00	520,000.00
x-x-x	x-x-x	x-x-x	x-x-x-x-x-x-x-x Nothing Follows x-x-x-x-x-x-x-x	Sub - Total 2	2,697,523.00
				Sub - Total 1	286,477.00
<b>In Words</b>				<b>Grand Total</b>	<b>2,984,000.00</b>
<b>In Figures</b>			<b>Two Million Nine Hundred Eighty-Four Thousand Pesos</b>		
			<b>₱2,984,000.00</b>		

In case failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed.

Conforme:

**ICT CLOVER LEAF TRADING OPC**

By:

Signature over printed name of DAVID B. PEREZ  
DAVID B. PEREZ  
 LIAISON OFFICER  
 Position/Designation  
9/3/25  
 Date

Very truly yours,

**LUCILO B. BAYRON**  
 City Mayor  
 Authorized official

Fund Available

ALOBS NO. : \_\_\_\_\_  
 Amount : \_\_\_\_\_

City Accountant

## CONTRACT AGREEMENT

THIS AGREEMENT, made this \_\_\_\_\_ day of 03 SEP 2025 2025 between the CITY GOVERNMENT OF PUERTO PRINCESA, represented by the Honorable City Mayor Lucilo R. Bayron, hereinafter called "*the Entity*" of the one part and ICT CLOVER LEAF TRADING OPC, with principal place of business located at 2<sup>nd</sup> Floor Petal Bldg., Fernandez Street, Barangay Tanglaw, Puerto Princesa City, herein represented by MS. DIGNA B. FERNANDEZ, hereinafter called "the Contractor" of the other part:

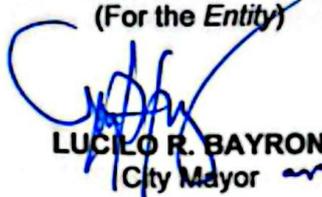
WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly the **Supply and Delivery of Various Janitorial and Embalming Supplies with Casket making Materials and Goods for Distribution (air freshener aerosol type can, etc.)** has accepted a Bid by the Supplier for the supply of those and services in the sum of PESOS Two Million Nine Hundred Eighty-Four Thousand Pesos (Php 2,984,000.00). (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 hereinafter 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 part of this Agreement, viz.:
  - a. Philippine Bidding Documents (PBDs);
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract;
    - iv. Supplemental or Bid Bulletins, if any;
  - b. 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;
  - c. Performance Security; and
  - d. 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 **Two Million Nine Hundred Eighty-Four Thousand Pesos (Php 2,984,000.00)** or such other sums as may be ascertained, ICT CLOVER LEAF TRADING OPC agrees to **the SUPPLY AND DELIVERY OF VARIOUS JANITORIAL AND EMBALMING SUPPLIES WITH CASKET MAKING MATERIALS AND GOODS FOR DISTRIBUTION (AIR FRESHENER AEROSOL TYPE CAN, ETC.)** IN accordance with its Bid.
4. The CITY GOVERNMENT OF PUERTO PRINCESA agreed to pay the above-mentioned sum in accordance with the terms of the Bidding.
5. The notarization of this instrument shall be on the account of the supplier.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

**CITY GOVERNMENT OF PUERTO PRINCESA**  
(For the Entity)

  
**LUCILO R. BAYRON**  
City Mayor

**ICT CLOVER LEAF TRADING OPC**  
(For the supplier)

  
**DIGNA B. FERNANDEZ**  
Authorized Representative

\_\_\_\_\_  
WITNESSES

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES )  
CITY OF PUERTO PRINCESA ) S.S.

BEFORE ME, a Notary Public for and in the City of Puerto Princesa, personally appeared:

NAME	Proof of Identification	Issued on	Issued at
Lucilo R. Bayron	TIN# 929-5-216-808		Puerto Princesa City
Digna B. Fernandez			Puerto Princesa City

both known to me and to me known to be the same persons who executed the foregoing Contract Agreement and they acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL, this 03 day of SEP, 2025 at Puerto Princesa City.

Doc. No. 183 ;  
Page No. 40 ;  
Book No. X2 ;  
Series of 2025 .



  
**ATTY. JOSE BRAULIO B. SISON, CPA**  
NOTARY PUBLIC - PPC & Palawan  
NPL No. 2024-020; 01/01/2024 until 12/31/2025; PPC  
Roll No. 79403  
IBP OR No. 496540; 01/03/2025; Pasig City  
PTR No. 2109985; 01/02/2025; PPC  
MCLE CN. VIII-0000539; 09/23/2022 until 04/14/2027  
barsison@gmail.com; 09279619869