



Project Reference Num: PR No. 100-2025-05-1142 P.R. Date May 26, 2025
Location of Project: City Mayor's Office

Supplier: ICT CLOVER LEAF TRADING OPC
Address: 2nd Fir. Petal Bldg., Fernandez St., Bgy. Tanglaw P.O. No. BAC-2025 - PB- 10 - 164
E. Mail Address: _____ P.O. Date OCT 27 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: 60 CD upon receipt of NTP
Date of Delivery: _____ Payment Term: _____

ITEM No.	QTY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
1	60	pack	Battery, Dry cell size AA	30.00	1,800.00
2	150	pcs	Monoblock chair, white	320.00	48,000.00
3	150	unit	Monoblock table, white	1,410.00	211,500.00
4	80	pcs	Broom (soft - tambo)	145.00	11,600.00
5	150	bottle	Cleanser, toilet and unral	43.00	6,450.00
6	212	can	Cleanser, scouring powder	27.00	5,724.00
7	150	pouch	Detergent powder, all purpose	200.00	30,000.00
8	80	box	Envelope, expanding, kraft	870.00	69,600.00
9	80	box	Envelope, mailing, white	400.00	32,000.00
10	80	box	Envelope, mailing, with window	400.00	32,000.00
11	80	set	File tab divider, legal	18.00	1,440.00
12	80	bundle	Folder, fancy with slide, legal	345.00	27,600.00
13	80	pack	Folder, L type, plastic, legal	253.00	20,240.00
14	210	cart	Ink Cartridge, EPSON (T6641), black	270.00	56,700.00
15	175	cart	Ink Cartridge, EPSON (T6642), cyan	270.00	47,250.00
16	100	cart	Ink Cartridge, EPSON (T6644), yellow	270.00	27,000.00
17	53	box	Paper clip, vinyl/plastic coated, 50mm	19.00	1,007.00
18	4,061	ream	Paper, Multi-Purpose, A4	140.00	568,540.00
19	50	box	Pencil, lead with eraser	25.00	1,250.00
20	50	box	Signpen Medium Tip (blue)	480.00	24,000.00
21	40	box	Staple wire, heavy duty (binder type)	34.00	1,360.00
22	10	unit	Staple, binder type, heavy duty	1,114.00	11,140.00
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	Total	1,236,201.00

In Words: One Million Two Hundred Thirty-Six Thousand Two Hundred One Pesos
In Figures: ₱1,236,201.00

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

Conforme:
By: ICT CLOVER LEAF TRADING OPC
Dignie P. Fernandez
Signature over printed name of supplier
Liaison officer
Position/Designation
10/27/2025
Date
Fund Available _____
City Accountant _____

Very truly yours
LUY R. BAYRON
City Mayor
Authorized official

ALOBS NO. : _____
Amount : _____

CONTRACT AGREEMENT

THIS AGREEMENT, made this _____ day of 27 OCT 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 2nd 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 Office and Janitorial Supplies (battery dry cell size AA, etc.)** has accepted a Bid by the Supplier for the supply of those and services in the sum of PESOS **One Million Two Hundred Thirty-Six Thousand Two Hundred One Pesos (Php 1,236,201.00)**. (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.:

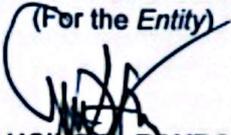
- a. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract;
 - iv. Supplemental or Bid Bulletins, if any;
- b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, 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 **One Million Two Hundred Thirty-Six Thousand Two Hundred One Pesos (Php 1,236,201.00)**, or such other sums as may be ascertained, ICT CLOVER LEAF TRADING OPC agrees to **the SUPPLY AND DELIVERY OF VARIOUS OFFICE AND JANITORIAL SUPPLIES (BATTERY DRY CELL SIZE AA, 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 *av*

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 27 day of OCT 2025, 2025 at Puerto Princesa City.




ATTY. JOSE BRAULIO B. SISON, CPA
NOTARY PUBLIC PPC & Palawan
NPI 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 04/14/2028
barsison@gmail.com; 09279619860

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Book No. FX ;
Series of 2025 .