



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

**NOTICE TO PROCEED**

26 SEP 2022

**MS. MARIETA FABULA**

Authorized Representative

**LEYTE PAPERWORLD**

168 MH Del Pilar St., Tacloban City

Contact Number: 0905-028-9367

Email Add: [leytepaperworld@gmail.com](mailto:leytepaperworld@gmail.com)

Dear MS. FABULA:

The attached Contract Agreement having been approved, notice is hereby given to **LEYTE PAPERWORLD** that work may proceed on the **PROCUREMENT OF VARIOUS SUPPLIES FOR THE PROTECTION AGAINST COVID-19, LOT 1-COSMETICS** effective **immediately** from receipt hereof.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Department of Education, Regional Office No. VIII, Government Center, Candahug, Palo, Leyte.

Very truly yours,

**EVELYN R. FETALVERO, CESO IV**

Regional Director

Head of the Procuring Entity (HOPE)

I acknowledge receipt of this Notice on:

9-26-22

Name of the Representative of the Bidder: MARIETA J. FABULA

Authorized Signature: Marieta Fabula



## Contract Agreement Form for the Procurement of Goods (Revised)

*[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]*

### CONTRACT AGREEMENT

22 SEP 2022

THIS AGREEMENT made the \_\_\_\_ day of \_\_\_\_ between **DEPARTMENT OF EDUCATION REGIONAL OFFICE VIII**, represented by **DR. EVELYN R. FETALVERO, CESO IV**, in her capacity as the **REGIONAL DIRECTOR** of the **DEPED RO VIII**, hereinafter referred to as the "**Entity**"; and **LEYTE PAPERWORLD** of Tacloban City hereinafter called "the Supplier) of the other part;

**WHEREAS**, the Entity invited Bids for certain goods and ancillary services, particularly **PROCUREMENT OF VARIOUS SUPPLIES FOR THE PROTECTION AGAINST COVID-19, LOT 1-COSMETICS**, and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Philippine Pesos Ninety Eight Thousand Nine Hundred Seventy Six Pesos (Php 98,976.00) only**, hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

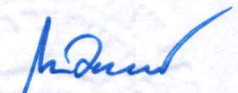
1. In this agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as 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;

Marieta Fabula  
MARIETA FABULA  
(Authorized Representative)

EVELYN R. FETALVERO, CESO IV  
Regional Director

- 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 Order, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of **Philippine Pesos Ninety Eight Thousand Nine Hundred Seventy Six Pesos (Php 98,976.00) only** or such other sums as may be ascertained. **LEYTE PAPERWORLD** agrees to the **PROCUREMENT OF VARIOUS SUPPLIES FOR THE PROTECTION AGAINST COVID-19, LOT 1-COSMETICS** in accordance with his/her/its Bid.
4. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby enters into a covenant with the Entity to execute and complete the Works within a period of **SIXTY (60) CALENDAR DAYS** in conformity with the provisions of this Contract in all respects, and in accordance with governing laws, rules and regulations.
5. The Head of the Procuring Entity (HOPE) DR. EVELYN R. FETALVERO, CESO IV, in her capacity as the REGIONAL DIRECTOR of the DEPED RO VIII 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.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director   
Head of the Procuring Entity (HOPE)

  
**MARIETA FABULA**  
Authorized Representative  
**LEYTE PAPERWORLD**

SIGNED IN THE PRESENCE OF:

  
**FE M. GERONA**  
Chief – Accountant

  
**ELIZABETH E. CABOBOY**  
Supervising Administrative Officer  
End-User

Republic of the Philippines )  
Province of Leyte ) Ss.  
Tacloban City )

### ACKNOWLEDGMENT

22 SEP 2022

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_ 2022 personally appeared:

**EVELYN R. FETALVERO, CESO IV**

Res. Certificate No. : **Philhealth No.**

Issued on: 18-000027242-4

Issued at:

**MARIETA FABULA**

Res. Certificate No. : 01590408

Issued on: 6-8-2022

Issued at: TACLOBAN, LEYTE

Known to me to be the same persons who executed the foregoing instrument and who acknowledged to me the same is their free and voluntary act and deed and that of the Offices they respectively represent.

The foregoing instrument is an Entity-Supplier Contract Agreement consisting of three (3) pages including this page on which this Acknowledgment is written and signed by the parties hereof and their instrumental witnesses on the left margin of each and every page hereof.

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

Doc. No. 32  
Page No. 09  
Book No. I  
Series of 2022

**ATTY. ROMMEL V. DIAZ, C.P.A**

NOTARY PUBLIC until 12/31/2023  
within the jurisdiction of RTC Tacloban City  
Notarial Commission No. 2022-09-76

43 Juan Luna St., Tacloban City

Tel. No. (053) 832-3105

Roll of Attorneys No. 83127

IBP No. 229755 6/5/2022 Leyte

PTR No. 8277150 6/8/2022 Tacloban City

*Marieta Fabula*  
**MARIETA FABULA**  
(Authorized Representative)

*Evelyn R. Fetalvero*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director