



## NOTICE TO PROCEED

14 October 2022

**MS. EVELYN D. ESPITA**

Manager/Owner

ATIPSE MARKETING AND GENERAL MERCHANDISE

Bulanao, Tabuk City, Kalinga

**Dear Ms. Espita:**

The attached Contract of Agreement having been approved, notice is hereby given to **Progress** that work may commence for the project, **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** under ITB 2022-DSWD-CAR-27.

Upon receipt of this notice, you shall be responsible for performing the services under the terms and conditions of the agreement and in accordance with the **Final Implementation and Delivery Schedule**.

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Keep one (1) copy and return the remaining copies to this office.

Very truly yours,



**LEO L. QUINTILLA**

Regional Director

I acknowledge receipt of this Notice on: 10-18-2022  
Date

Name or Authorized Representative: EVELYN D. ESPITA  
Name

Signature: 

PAGE 1 of 1

DSWD Field Office Cordillera Administrative Region, 40 North Drive, Baguio City, Philippines 2600  
 Website: [www.car.dswd.gov.ph](http://www.car.dswd.gov.ph) Tel Nos.: (074) 661 0430 | (02) 396 6580 | (0917) 871 9893 | (0917) 872 0256





## CONTRACT AGREEMENT

THIS AGREEMENT made on the 13<sup>th</sup> day of **October 2022** between **Department of Social Welfare and Development – Cordillera Administrative Region** represented by **LEO L. QUINTILLA, Regional Director** with office address at 40 North Drive, Baguio City, Philippines (hereinafter called “the Entity”) of the one part and **Atipse Marketing and General Merchandise** represented by **MS. EVELYN D. ESPITA, General Manager** with office address at Bulanao, Tabuk City, Kalinga, Philippines (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and services, particularly **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** under **ITB 2022-DSWD-CAR-27** and has accepted a Bid by the Supplier for the supply of those goods and services with contract amount of **One Million One Hundred Forty-One Thousand Seven Hundred Pesos (Php 1,141,700.00)**, (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 **One Million One Hundred Forty-One Thousand Seven Hundred Pesos (Php 1,141,700.00)** or such other sums as may be ascertained, **Atipse Marketing and General Merchandise** agrees to provide the goods and services for the **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** under **ITB 2022-DSWD-CAR-27** in accordance with his/her/its Bid.
  
4. The **Department of Social Welfare and Development – Cordillera Administrative Region** 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.

  
**LEO L. QUINTILLA**  
Regional Director

for:

**Department of Social Welfare and  
Development – Cordillera  
Administrative Region**

  
**EVELYN D. ESPITA**  
Manager

for:

**Atipse Marketing and General  
Merchandise**

  
**ELEONOR B. AYAN**  
SFP Focal Person

Signed in the presence of

  
CERTIFIED FUNDS AVAILABLE:

**WILBOURN B. BACOLONG**  
Accountant III



**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 )

BEFORE ME, a Notary Public for in Baguio City, Philippines,  
personally appeared this 18 day of **October 2022**.

Name	Community Tax Cert. No./ID No.	Date/Place Issued
<u>LEO L. QUINTILLA</u>	_____	_____
<u>EVELYN D. ESPITA</u>	<u>183-355-273</u> TIN #	<u>Tabute, Kalinga</u> <u>10-19-99</u>

Known to me to be the same persons, who executed the foregoing instruments and acknowledged that the same is free and voluntary act and deed.

This document refers to the Contract of Services consisting of three (3) pages including this page signed by the parties and witnesses.

**IN WITNESS WHEREOF**, I have hereunto set my hands and affixed my notarial seal at the place and date above written.

**WILSON M. ABATEN**  
Notary Public for and in Baguio City  
Until December 31, 2022  
No. 44-NEW-2020  
2F VMA Bldg., Post Office Loop, Session Rd., Baguio City  
PTR Rec. No. 6458807, January 20, 2022  
ISF Rec. No. 192023, Feb. 13, 2022  
Roll No. 74302, Jan. 14, 2020  
Notary Public  
wamez@yahoo.com

Doc. No.: 178  
Page No.: 56  
Book No.: 1  
Series of: COM



## CONTRACT AGREEMENT

THIS AGREEMENT made on the 13<sup>th</sup> day of **October 2022** between **Department of Social Welfare and Development – Cordillera Administrative Region** represented by **LEO L. QUINTILLA, Regional Director** with office address at 40 North Drive, Baguio City, Philippines (hereinafter called “the Entity”) of the one part and **Atipse Marketing and General Merchandise** represented by **MS. EVELYN D. ESPITA, General Manager** with office address at Bulanao, Tabuk City, Kalinga, Philippines (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and services, particularly **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** under **ITB 2022-DSWD-CAR-27** and has accepted a Bid by the Supplier for the supply of those goods and services with contract amount of **One Million One Hundred Forty-One Thousand Seven Hundred Pesos (Php 1,141,700.00)**, (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 **One Million One Hundred Forty-One Thousand Seven Hundred Pesos (Php 1,141,700.00)** or such other sums as may be ascertained, **Atipse Marketing and General Merchandise** agrees to provide the goods and services for the **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra under ITB 2022-DSWD-CAR-27** in accordance with his/her/its Bid.
  
4. The **Department of Social Welfare and Development – Cordillera Administrative Region** 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.

  
**LEO L. QUINTILLA**  
Regional Director

for:

**Department of Social Welfare and  
Development – Cordillera  
Administrative Region**

  
**EVELYN D. ESPITA**  
Manager

for:

**Atipse Marketing and General  
Merchandise**

  
**ELEONOR B. AYAN**  
SFP Focal Person

Signed in the presence of

CERTIFIED FUNDS AVAILABLE:

  
**WILBOURN B. BACOLONG**  
Accountant III



**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 )

BEFORE ME, a Notary Public for in Baguio City, Philippines,  
 personally appeared this 18 day of **October 2022**.

Name	Community Tax Cert. No./ID No.	Date/Place Issued
<u>LEO L. QUINTILLA</u>	_____	_____
<u>EVELYN D. ESPITA</u>	<u>183-355-273</u> TIN #	<u>Tabuk, Kalinga</u> <u>10-19-99</u>

Known to me to be the same persons, who executed the foregoing instruments and acknowledged that the same is free and voluntary act and deed.

This document refers to the Contract of Services consisting of three (3) pages including this page signed by the parties and witnesses.

**IN WITNESS WHEREOF**, I have hereunto set my hands and affixed my notarial seal at the place and date above written.

**WILSON M. ABATEN**  
 Notary Public for and in Baguio City  
 Until December 31, 2022  
 No. 44-NEW-2020  
 2F YVISA Bldg., Publ. Office Loop, Session Rd., Baguio City  
 PTR Rec. No. 5458807, January 20, 2022  
 IBP Rec. No. 193023, Feb. 18, 2022  
 Roll No. 74502, July 11, 2020  
**Notary Public**  
 wabaten@yahoo.com

Doc. No.: 178  
 Page No.: 56  
 Book No.: 5  
 Series of: 002

*(Handwritten signatures of witnesses and parties)*



## NOTICE OF AWARD

30 September 2022

### MS. EVELYN D. ESPITA

Manager/Owner  
ATIPSE MARKETING AND GENERAL MERCHANDISE  
Bulanao, Tabuk City, Kalinga

Dear Ms. Espita :

Warm greetings from DSWD-Field Office CAR!

We are happy to inform that your bid/proposal received and opened on **14 September 2022** for the project, **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** under ITB 2022-DSWD-CAR-27 as corrected and modified in accordance with the Instructions to Bidders is hereby accepted, as follows:

Quantity	Description	Contract Amount
1 Lot	<b>Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra</b>	<b>₱ 1,141,700.00</b>
<b>Total</b>	<i>One Million One Hundred Forty-One Thousand Seven Hundred Pesos</i>	

You are hereby required to provide within ten (10) calendar days from receipt of this notice to post the performance security in the form of cash, managers check or cashier's check or bank guarantee issued by a Universal or Commercial Bank in the amount of Five (5%) percent or Surety Bond issued by a surety or insurance company duly certified by insurance commission as authorized to issue such security amounting to Thirty Percent (30%) of the total contract price.

Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Thank you.

Very truly yours,

  
**LEO L. QUINTILLA**  
Regional Director

Conforme: \_\_\_\_\_

Date : 10-03-2022

PAGE 1 of 1





**BIDS AND AWARDS COMMITTEE  
RESOLUTION NO. 773 S. 2022**

**RESOLUTION DECLARING SINGLE CALCULATED RESPONSIVE BID  
AND RECOMMENDING AWARD OF CONTRACT**

**WHEREAS**, the Department of Social Welfare and Development - Cordillera Administrative Region (DSWD-CAR) through the Supplementary Feeding Program planned for the Procurement of the project, **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** with an Approved Budget for the Contract (ABC) amounting to **One Million One Hundred Sixty-Five Thousand Eighty Pesos (Php 1,165,080.00)**;

**WHEREAS**, Republic Act 9184, otherwise known as the Government Procurement Reform Act, in its Implementing Rules and Regulations under Section 10, provides that "all procurement shall be done through competitive bidding, except as provided in Rule XVI";

**WHEREAS**, in consonance with the Republic Act 9184 and its Implementing Rules and Regulations, a Project Procurement Management Plan (PPMP) for the project was incorporated in CY2022 Supplemental Annual Procurement Plan (APP) of the Field Office adopting Public Bidding as mode of Procurement;

**WHEREAS**, the Bids and Awards Committee (BAC) through the BAC Secretariat advertised the Invitation to Bid from **26 August 2022 to 14 September 2022** at DSWD-CAR website, Philippine Government Electronic Procurement System (PhilGEPS) and posted at DSWD-CAR Bulletin Board located at the main entrance of the Field Office;

**WHEREAS**, in reference to BAC Resolution No. 747 S.2022, the said bidder was declared as the **Single Calculated Bid** for passing the bid evaluation process which was presented on **16 September 2022** and the BAC directed the TWG for the conduct of post-qualification;

**WHEREAS**, a post-qualification was conducted to **Atipse Marketing and General Merchandise** and the TWG presented the result as follows:

- Has valid and authentic eligibility documents;
- Has complied with the Latest Income and Business Tax Returns through eFPS;
- Assured to adhere to the technical requirements and conditions of the project;
- Has enough contracting capacity to undertake the project;
- Concurred and Signed the Corrected Schedule of Requirements;
- **Atipse Marketing and General Merchandise** was compliant as to legal, technical and financial requirements, thus found **RESPONSIVE**;



**BIDS AND AWARDS COMMITTEE  
RESOLUTION NO. 773 S. 2022**

**RESOLUTION DECLARING SINGLE CALCULATED RESPONSIVE BID  
AND RECOMMENDING AWARD OF CONTRACT**

**WHEREAS**, the BAC deliberated the Post-Qualification Report and found merit to the findings of the TWG and unanimously declared **Atipse Marketing and General Merchandise** as **Single Calculated and Responsive Bid (SCRB)** upon determination that the bidder has passed all the criteria for post-qualification;

**NOW, THEREFORE**, we, members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED** to

- Declare the bid **Atipse Marketing and General Merchandise** as **Single Calculated and Responsive Bid (SCRB)** for the project, **Purchase and Delivery of Fresh Milk for SFP 12<sup>th</sup> Cycle in Various Municipalities of Abra** in the amount of **One Million One Hundred Forty-One Thousand Seven Pesos (Php 1,141,700.00)**
- Recommend to the Head of the Procuring Entity (HOPE) the award of contract to **Atipse Marketing and General Merchandise** for approval of the HOPE;

Resolved at DSWD-CAR, Baguio City, Philippines this 30<sup>th</sup> day of September 2022.

**BIDS AND AWARDS COMMITTEE**

*Not Present*

**ENGR. ENRIQUE H. GASCON, JR**  
Chairperson

  
**RINA CLAIRE L. REYES**  
Vice-Chairperson

  
**ATTY. MICHELLE GAYAGAY-LEE**  
Regular Member

  
**ANALYN MARTINEZ**  
Provisional Member – End-user

*Not Present*  
**MARY MELODEE ANNE W. ANIPEW**  
Provisional Member – Expert

  
**Approved/Disapproved:**

**LEO L. QUINTILLA**  
Regional Director

  
VUB/abx