

## NOTICE OF AWARD

April 26, 2022

**MR. RENZ IVAN C. BARRIGA**  
Proprietor  
K-I Solutions General Merchandise  
Sobrecarey St., Magugpo South,  
Tagum City, Davao del Norte

Dear Mr. Barriga:

We are happy to notify you that your bid dated April 11, 2022 for the execution of the project **SUPPLY AND DELIVERY OF COMMON-USE SUPPLIES FOR C.Y. 2022** for the Contract Price equivalent to **ONE MILLION SEVEN HUNDRED FOURTEEN THOUSAND SEVEN HUNDRED SEVENTY-EIGHT PESOS ONLY (Php1,714,778.00)** as corrected and modified in accordance with the Instructions to Bidders is hereby accepted.

You are hereby required to provide within ten (10) calendar days upon receipt of this notice the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and enforcement of sanctions stipulated in the Bid Securing Declaration.

Very truly yours,



**RAMEL F. JAMEN**  
OIC - Regional Director

Conforme:



**RENZ IVAN C. BARRIGA**

*(Name & Signature of Representative of Bidder)*

*(Name of Bidder)*

Date: April 26, 2022

**NOTICE TO PROCEED**May 10, 2022**MR. RENZ IVAN C. BARRIGA**

Proprietor

K-I Solutions General Merchandise

Sobrecarey St., Magugpo South,

Tagum City, Davao del Norte

Dear Mr. Barriga:

The attached Contract Agreement having been approved, notice is hereby given to **K-I SOLUTIONS GENERAL MERCHANDISE** that work may commence on the **SUPPLY AND DELIVERY OF COMMON-USE SUPPLIES FOR C.Y. 2022**, for **DSWD Field Office Caraga**. Delivery shall commence as indicated in the schedule indicated in the contract.

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 Schedules.

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 Social Welfare and Development – Field Office Caraga.

Very truly yours,

  
**RAMEL F. JAMEN**

OIC-Regional Director

Conforme:

  
(Name & Signature of Representative of Bidder)

(Name of Bidder)

Date: 5/10/2022

**CONTRACT AGREEMENT**  
**No. 2022-014**

THIS AGREEMENT made the 6th day of May 2022 between:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**, a national agency of the Republic of the Philippines, with office address at Batasang Pambansa Complex, Diliman, Quezon City herein represented by **RAMEL F. JAMEN**, in his capacity as OIC - Regional Director of the **Field Office CARAGA**, hereinafter referred to as "**the Entity**";

---and---

**K-I SOLUTIONS GENERAL MERCHANDISE** of Sobrecarey St., Magugpo South, Tagum City, Davao del Norte, Philippines, hereinafter referred to as "**the Supplier**";

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **SUPPLY AND DELIVERY OF COMMON-USE SUPPLIES FOR C.Y. 2022** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **ONE MILLION SEVEN HUNDRED FOURTEEN THOUSAND SEVEN HUNDRED SEVENTY-EIGHT PESOS ONLY (Php1,714,778.00)**, (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, to wit:

No.	Unit/s	Item Description	Unit Cost	Quantity and Amount per Delivery				
				1st Delivery Quantity	Total Amount for 1st Delivery	2nd Delivery Quantity	Total Amount for 2nd Delivery	Total Amount
1	PC/S	Arch File Folder (portrait, Legal, blue)	210.00	5	1,050.00	5	1,050.00	2,100.00
2	PC/S	Arch File Folder Lever (landscape, Legal, blue)	210.00	25	5,250.00	25	5,250.00	10,500.00
3	PC/S	Arch File Folder Ring Binder (Long, blue)	210.00	60	12,600.00	60	12,600.00	25,200.00
4	BOX	Ballpoint Pen (black) - 50 pcs/box	300.00	31	9,300.00	30	9,000.00	18,300.00
5	BOX	Ballpoint Pen (blue) - 50 pcs/box	250.00	33	8,250.00	33	8,250.00	16,500.00
6	PACK/S	Battery (size AA, alkaline, 2pcs / packet)	80.00	81	6,480.00	81	6,480.00	12,960.00
7	REAM/S	Bond Paper (Substance 24 - 80GSM, A4)	210.00	87	18,270.00	87	18,270.00	36,540.00
8	PC/S	Calculator (12 Digits) Compact	450.00	45	20,250.00	45	20,250.00	40,500.00
9	PC/S	Clearbook (Legal Size)	55.00	21	1,155.00	20	1,100.00	2,255.00
10	BOX	Clip (Backfold, 19mm, 12 pcs per box)	22.00	93	2,046.00	94	2,068.00	4,114.00
11	BOX	Clip (Backfold, 25mm, 12 pcs per box)	25.00	92	2,300.00	91	2,275.00	4,575.00
12	BOX	Clip (Backfold, 32mm, 12 pcs per box)	45.00	5	225.00	5	225.00	450.00
13	BOX	Clip (Backfold, 50mm, 12 pcs per box)	55.00	5	275.00	5	275.00	550.00
14	REAM/S	Bond Paper Colored (Color Soft Green) - Long Size	280.00	25	7,000.00	25	7,000.00	14,000.00
15	REAM/S	Bond Paper Colored (Color Soft Blue) - Long Size	280.00	25	7,000.00	25	7,000.00	14,000.00
16	REAM/S	Bond Paper Colored (Color Soft Pink) - Long Size	280.00	70	19,600.00	70	19,600.00	39,200.00
17	REAM/S	Bond Paper Colored (Color Soft Yellow) - Long Size	280.00	25	7,000.00	25	7,000.00	14,000.00
18	PACK/S	Colored Paper (Long, Assorted Color)	85.00	4	340.00	4	340.00	680.00
19	PACK/S	Construction Paper (Assorted Color) - 100 sheets Legal size	380.00	13	4,940.00	12	4,560.00	9,500.00
20	PC/S	Correction Tape (8 meters)	38.00	5	190.00	5	190.00	380.00

No.	Unit/s	Item Description	Unit Cost	Quantity and Amount per Delivery				
				1st Delivery Quantity	Total Amount for 1st Delivery	2nd Delivery Quantity	Total Amount for 2nd Delivery	Total Amount
21	PC/S	Cutter Knife (heavy duty)	110.00	23	2,530.00	22	2,420.00	4,950.00
22	PC/S	Data File Box (Made of Chipboard, with Closed ends, Single, Red)	250.00	35	8,750.00	34	8,500.00	17,250.00
23	ROLL/S	Double Sided Tape (1 Inch)	80.00	56	4,480.00	59	4,720.00	9,200.00
24	ROLL/S	Duct Tape (48mm)	85.00	50	4,250.00	50	4,250.00	8,500.00
25	BOX	Mailing Envelope (White, Legal)	65.00	30	1,950.00	30	1,950.00	3,900.00
26	BOX	Envelope (Expanding, Kraftboard, Legal size)	550.00	20	11,000.00	20	11,000.00	22,000.00
27	PC/S	Eraser (Rubber) - Plastic/Rubber for pencil draft	9.00	25	225.00	25	225.00	450.00
28	PACK/S	Tagboard Folder (A4)	480.00	5	2,400.00	5	2,400.00	4,800.00
29	PACK/S	File Folder (Plain white, Legal size)	90.00	178	16,020.00	178	16,020.00	32,040.00
30	SET/S	Highlighter (3 colors per set)	110.00	5	550.00	5	550.00	1,100.00
31	PC/S	Marker (Permanent, Bullet type, black)	17.00	33	561.00	32	544.00	1,105.00
32	PC/S	Marker (Permanent, Bullet type, blue)	17.00	15	255.00	15	255.00	510.00
33	PC/S	Marker (for whiteboard, Black)	40.00	379	15,160.00	379	15,160.00	30,320.00
34	ROLL/S	Masking Tape (24 mm)	80.00	135	10,800.00	135	10,800.00	21,600.00
35	ROLL/S	Masking Tape (48mm, 50m length)	110.00	128	14,080.00	127	13,970.00	28,050.00
36	PC/S	Notebook (80 leaves)	16.00	48	768.00	48	768.00	1,536.00
37	ROLL/S	Packaging Tape (48 mm)	85.00	30	2,550.00	30	2,550.00	5,100.00
38	BOX	Paper Clip (32 mm)	35.00	143	5,005.00	143	5,005.00	10,010.00
39	BOX	Paper Clip (48 mm)	45.00	118	5,310.00	118	5,310.00	10,620.00
40	BOX	Paper Fastener (Plastic 50 sets per box)	53.00	411	21,783.00	411	21,783.00	43,566.00
41	BOX	Paper Fastener (Metal, 50 sets per box)	75.00	327	24,525.00	327	24,525.00	49,050.00
42	BOX	Pencil (Lead, w/ eraser, 12 pcs per box)	110.00	119	13,090.00	119	13,090.00	26,180.00
43	PACK/S	Photo Paper Glossy (A4 size)	60.00	5	300.00	5	300.00	600.00
44	PC/S	Puncher (Paper, Heavy duty with two hole guide)	210.00	36	7,560.00	35	7,350.00	14,910.00



No.	Unit/s	Item Description	Unit Cost	Quantity and Amount per Delivery				
				1st Delivery Quantity	Total Amount for 1st Delivery	2nd Delivery Quantity	Total Amount for 2nd Delivery	Total Amount
45	PC/S	Record Book (300 pages)	85.00	161	13,685.00	160	13,600.00	27,285.00
46	PC/S	Record Book (500pages, size: 214mm x 278mm minimum)	100.00	181	18,100.00	181	18,100.00	36,200.00
47	BOX	Rubber Band (70mm MinLay Flat Length (#18))	165.00	30	4,950.00	30	4,950.00	9,900.00
48	PC/S	Scissors Symmetrical (Blade Length: 65mm)	95.00	10	950.00	10	950.00	1,900.00
49	PC/S	Sign Pen (0.4 mm, Blue)	22.00	780	17,160.00	779	17,138.00	34,298.00
50	PC/S	Sign Pen ( 0.4 mm, Black)	22.00	792	17,424.00	792	17,424.00	34,848.00
51	PC/S	Sign Pen (0.5mm, Black)	22.00	665	14,630.00	664	14,608.00	29,238.00
52	PC/S	Sign Pen (0.5 mm, Blue)	22.00	678	14,916.00	677	14,894.00	29,810.00
53	PC/S	Sign Pen (Red, Liquid/Gel Ink, 0.5mm needle tip)	25.00	25	625.00	25	625.00	1,250.00
54	BOX	Sign Pen Refill Ink (Black, Liquid/Gel Ink, 0.5mm needle tip)	180.00	111	19,980.00	111	19,980.00	39,960.00
55	BOX	Sign Pen Refill Ink (Blue, Liquid/Gel Ink, 0.5mm needle tip)	180.00	105	18,900.00	105	18,900.00	37,800.00
56	PC/S	Stamp Pad (felt pad, min 60mm x 100mm)	65.00	101	6,565.00	100	6,500.00	13,065.00
57	BOTTLE/S	Stamp Pad (ink, violet)	45.00	78	3,510.00	78	3,510.00	7,020.00
58	PC/S	Staple Remover (Plier type)	75.00	145	10,875.00	145	10,875.00	21,750.00
59	BOX	Staple Wire (Standard 26-6)	100.00	36	3,600.00	35	3,500.00	7,100.00
60	BOX	Staple Wire (#35)	55.00	327	17,985.00	326	17,930.00	35,915.00
61	PC/S	Stapler (w/ Remover, standard type)	150.00	46	6,900.00	45	6,750.00	13,650.00
62	PAD/S	Sticky Note (3x3)	35.00	25	875.00	25	875.00	1,750.00
63	PAD/S	Sticky Note (3x4)	45.00	31	1,395.00	31	1,395.00	2,790.00
64	PC/S	Training box (120 liters)	755.00	34	25,670.00	34	25,670.00	51,340.00
65	ROLL/S	Transparent Tape (24mm, 50 meters)	150.00	155	23,250.00	154	23,100.00	46,350.00
66	ROLL/S	Transparent Tape (48mm x 50m)	180.00	10	1,800.00	10	1,800.00	3,600.00
67	BOX	Folder (Pressboard, White) - 100pcs/box	1,600.00	12	19,200.00	11	17,600.00	36,800.00
68	Jar/s	All-Purpose Glue	155.00	155	24,025.00	154	23,870.00	47,895.00

No.	Unit/s	Item Description	Unit Cost	Quantity and Amount per Delivery				
				1st Delivery Quantity	Total Amount for 1st Delivery	2nd Delivery Quantity	Total Amount for 2nd Delivery	Total Amount
		(300 grams)						
69	BOX	Staple Wire (Heavy Duty, 23/17)	80.00	22	1,760.00	21	1,680.00	3,440.00
70	BOX	Ballpoint Pen (red) - 50 pcs/box	350.00	25	8,750.00	25	8,750.00	17,500.00
71	PACK/S	Cartolina (Yellow) - 20pcs/pack 20 sheets per pack	240.00	2	480.00	2	480.00	960.00
72	BOX	Envelope (Documentary, 500 pcs per box, Legal size)	1,200.00	15	18,000.00	14	16,800.00	34,800.00
73	BOX	Mailing Envelope (White, Legal, with window)	458.00	8	3,664.00	8	3,664.00	7,328.00
74	PACK/S	Tagboard Folder (Brown, legal size)	70.00	57	3,990.00	57	3,990.00	7,980.00
75	PC/S	Arch File Folder (ring binder 2", A4 size, blue)	210.00	5	1,050.00	5	1,050.00	2,100.00
76	BOTTLE/S	Stamp Pad Ink (blue)	45.00	15	675.00	15	675.00	1,350.00
77	PC/S	Transparent Index Tabs	29.00	33	957.00	32	928.00	1,885.00
78	REAM/S	Bond Paper (Substance 24 - 80GSM, A3)	610.00	10	6,100.00	10	6,100.00	12,200.00
79	Bottle/s	All-Purpose Glue (200 Grams)	130.00	212	27,560.00	212	27,560.00	55,120.00
80	PC/S	Sign Pen (0.3mm, black)	30.00	50	1,500.00	50	1,500.00	3,000.00
81	PAD/S	Notepad (2X3)	30.00	11	330.00	11	330.00	660.00
82	PC/S	Arch File Folder (ring binder 1.5, A4 size, blue)	220.00	5	1,100.00	5	1,100.00	2,200.00
83	PC/S	Ring Binder (1.5" metal)	65.00	5	325.00	5	325.00	650.00
84	PC/S	Ring Binder (2" metal)	65.00	5	325.00	5	325.00	650.00
85	PACK/S	Fancy Folder (Assorted Color, Legal)	150.00	1	150.00	-	-	150.00
86	PACK/S	Cartolina Paper (Assorted Color)	100.00	3	300.00	3	300.00	600.00
87	PC/S	File Organizer (Expanding, Plastic, Legal size, Assorted Color, 12 packets)	480.00	4	1,920.00	4	1,920.00	3,840.00
88	SET	File Tab Divider (set)	120.00	4	480.00	4	480.00	960.00
89	PC/S	Stapler (Binder type, heavy duty, desktop)	85.00	1	85.00	-	-	85.00
90	PC/S	Magazine File Box (Vertical)	180.00	3	540.00	2	360.00	900.00

No.	Unit/s	Item Description	Unit Cost	Quantity and Amount per Delivery				
				1st Delivery Quantity	Total Amount for 1st Delivery	2nd Delivery Quantity	Total Amount for 2nd Delivery	Total Amount
91	REAM/S	Special Paper (200 gsm, color: off-white, letter size)	350.00	2	700.00	1	350.00	1,050.00
92	PC/S	Certificate Holder (Short)	65.00	85	5,525.00	85	5,525.00	11,050.00
93	PC/S	Notebook (6x8.5 inches, 50 sheets)	55.00	75	4,125.00	75	4,125.00	8,250.00
94	PC/S	Resealable Plastic (A4 Mesh zipper document bag)	55.00	60	3,300.00	60	3,300.00	6,600.00
95	BOX	Crayons (Double) - 24 colors	87.00	10	870.00	10	870.00	1,740.00
96	PC/S	Marker (for Whiteboard, blue)	30.00	5	150.00	5	150.00	300.00
97	REAM/S	Bond Paper (Substance 20 - 70gsm, Long)	230.00	3	690.00	2	460.00	1,150.00
98	REAM/S	Bond Paper Long substance 24 - 80GSM	225.00	709	159,525.00	708	159,300.00	318,825.00
99	PC/S	Clearbook (A4, black)	250.00	2	500.00	1	250.00	750.00
100	PC/S	Folder (Sliding, Legal, Blue, Plastic)	30.00	10	300.00	10	300.00	600.00
101	ROLL/S	Double Sided Tape (2-inch)	95.00	3	285.00	2	190.00	475.00
102	PACK/S	Folder (A4 size, white)	130.00	1	130.00	1	130.00	260.00
103	BOX	Clip Binder 2"	85.00	2	170.00	1	85.00	255.00
104	BOX	Clip Binder 1.25"	85.00	105	8,925.00	105	8,925.00	17,850.00
105	PC/S	Notebook (Stenographer's, 40 leaves, spiral)	35.00	30	1,050.00	30	1,050.00	2,100.00
					<b>860,679.00</b>		<b>854,099.00</b>	<b>1,714,778.00</b>

**Delivery Scheme:**

ITEMS	DELIVERY PERIOD
1 <sup>ST</sup> DELIVERY	MAY 2022
2 <sup>ND</sup> DELIVERY	AUGUST 2022


**Performance Security;**

- iii. Notice of Award of Contract; and the Bidder's conforme thereto; and
- iv. 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 SEVEN HUNDRED FOURTEEN THOUSAND SEVEN HUNDRED SEVENTY-EIGHT PESOS ONLY (Php1,714,778.00)**, or such other sums as may be ascertained, **K-I SOLUTIONS GENERAL MERCHANDISE** agrees to supply/deliver/perform for the **SUPPLY AND DELIVERY OF COMMON-USE SUPPLIES FOR C.Y. 2022** in accordance with its Bid.
4. The Department of Social Welfare and Development Field Office Caraga 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.

  
**RAMEL F. JAMEN**  
OIC - Regional Director

for:

*Department of Social Welfare and  
Development  
Field Office Caraga*

  
**RENZ IVAN C. BARRIGA**  
Proprietor

for:

*K-I Solutions General Merchandise*

Republic of the Philippines )  
City/Municipality of \_\_\_\_\_ ) S.S.

### ACKNOWLEDGEMENT

BEFORE ME, a Notary Public for and in the City/Municipality of \_\_\_\_\_, Philippines, this \_\_\_\_\_ day of May, 2022 personally appeared:

Name	I.D. No.	Date / Place Issued
RAMEL F. JAMEN	DSWD ID No.: 16-00034	Butuan City
RENZ IVAN C. BARRIGA	_____	_____

Both known to me to be the same person who executed the foregoing instrument and acknowledged to me that the same is voluntary act and deed.

This agreement consisting eight (8) pages signed by the parties and instrumental witness in all pages refer to an AGREEMENT for the project **PROCUREMENT OF SUPPLY AND DELIVERY OF COMMON-USE SUPPLIES FOR C.Y. 2022.**

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

Doc. No. 371  
Page No. 15  
Book No. nn  
Series of 2022



**ATTY. MARILOU S. TIMBOL**  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2022  
PTR No. 3130367, 01-04-22; T.C.  
Roll No. 43546 TIN. 918-139-246  
ISP OR No. 171238; 12-22-2021; MANILA  
MCLE COMPLIANCE NO. VI-001234; 11-21-16