



Central Mindanao University  
**BIDS AND AWARDS COMMITTEE**  
Musuan, Bukidnon

## NOTICE OF AWARD

June 22, 2020

**MS. CHARIZA T. DADOLE**

**Authorized Representative**

**COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)**

**Copylandia Corporate Center, 718 Bumatay St.**

**Mandaluyong City, Metro Manila**

Dear Sir:

This is to inform you that your bid proposal for the **PROCUREMENT OF PHOTOCOPIER** which shall be funded under **GF** after having been post-qualified and declared to have obtained the Lowest Calculated Responsive Bid, has been recommended for award by the Bids and Awards Committee (BAC) of Central Mindanao University by virtue of **BAC Resolution No. GF-PB-20-005**, and the same has been approved by the Central Mindanao University thru the undersigned at the amount of **Eight Hundred Thousand Pesos Only (Php800,000.00)**. You are hereby requested to manifest your acceptance of this Notice of Award.

Relative thereto, and in accordance with the provisions of the documents and Revised R.A. No. 9184, otherwise known as the Government Procurement Reform Act and its Implementing Rules and Regulations, you are hereby instructed to submit the following documents with ten (10) calendar days from the date of your receipt of this Notice of Award to within:

### A. PERFORMANCE SECURITY

This is to be posted in favor of the Central Mindanao University, in the form of cash, manager's check, cashier's check, bank draft/guarantee confirmed by local bank, irrevocable letter of credit issued by a reputable bank, surety bond callable upon demand, issued by the Government Service Insurance System or any reputable surety or insurance company duly accredited by the Office the Insurance Commissioners, or a combination thereof **IN ACCORDANCE** with the following schedule:

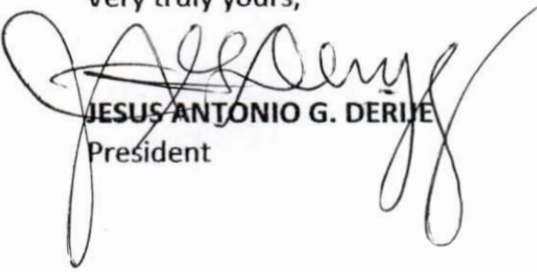
FORM OF PERFORMANCE SECURITY	AMOUNT OF PERFORMANCE SECURITY (EQUAL TO PERCENTAGE OF THE TOTAL CONTRACT PRICE)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Thirty percent (30%)
Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

Within the same period of ten (10) days as indicated above, you are directed to enter into and execute the Goods Contract with the University.

This Performance Security shall be forfeited in favor to Central Mindanao University in the event of default on your part in the performance of any of your obligations under the Contract.

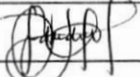
Finally, it must be noted that you shall not commence the work nor initiate the procurement of materials for the project prior to your receipt of the Notice to Proceed.

Very truly yours,



JESUS ANTONIO G. DERIVE  
President

Received, Acknowledged and Accepted:

Name: CHARIZA T. DADOLE  
Signature:   
Date: AUGUST 17, 2020

**OFFICE OF THE BIDS AND AWARDS COMMITTEE**

**CONTRACT OF AGREEMENT**

**REF. NO. GF-PB-20-005**

THIS AGREEMENT made this 05 AUG 2020 day of *June 2020* between CENTRAL MINDANAO UNIVERSITY of the Philippines (hereinafter called "the Entity") of the one part and **COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)** at Copylandia Corporate Center, 718 Bumatay St. Mandaluyong City, Metro Manila (hereinafter called "the Supplier") of the other part:

Whereas, the Entity invited Bids for certain goods and ancillary services, viz., **PROCUREMENT OF PHOTOCOPIER** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Eight Hundred Thousand Pesos Only (Php800,000.00)** with the items listed below:

ITEM	UNIT	QTY	DESCRIPTION	OFFER	UNIT PRICE	TOTAL AMOUNT
1	set	2	Multifunction Colored 3-in-1 Copier (Copier-Printer-Color Scanner); built in with duplex tray for automatic back to back copying; bundle with ARDF Automatic Reverse Document Feeder for easy handling of documents; built in with electronic sorter capability; can print up to 12" x 24" size by customized setting; up to 300 gsm paper thickness; print at 25 pages per minute; memory standard 2 GB; with free consumables	Develop INEO +250i	220,000.00	<b>440,000.00</b>
2	unit	2	Multifunction Black and White 3-in-1 Copier (Copier-Printer-Color Scanner); built in with duplex tray for automatic back to back copying; bundle with ARDF Automatic Reverse Document Feeder for easy handling of documents; built in with electronic sorter capability; can print up to 12" x 24" size by customized setting; up to 300 gsm paper thickness; print at 25 pages per minute; memory standard 2 GB; with free consumables	Develop INEO 287	130,000.00	<b>260,000.00</b>
3		1	Risograph Machine: Type; Digital Desktop, Printing Process: Fully -automatic one original sheet only); Original Size: Minimum: 90 x 140 mm, Maximum: 275 x 395 mm; Print Paper Size Minimum: 90 x 140 mm, Maximum 275 x 395 mm; Print Paper Weight: 35.0-127.9 g/m <sup>2</sup> , Print Area: Maximum 250mm x 355 mm, Print Speed: 60-90 sheets per minute (2 steps), First Print speed, Less than 40 seconds, Resolution: 300 x 300 dpi, Image Modes, Letter mode, photo mode, Photo/Letter mode, Image Position: vertical: +-10 mm, Horizontal +- 10mm, Reproduction ratios: Pre-Set enlargement: 115, 122, 141% Pre-Set reduction: 71, 82, 87, 93%, Zoom: no, Colour Printing: By replacing colour drum, Paper feed/delivery table capacity, 500 sheets (80 g/m <sup>2</sup> ), Power source: 220-240 V, 50-60 Hz, Power Consumption, Maximum: Master making: Less than 175W; Printing Less than 174 w (at 90 sheets per minute) Stand by; 35W, Dimension: (W x D x H); 1232 x 672 x 519 mm) Weight; 55kg.	RISO CV1200	100,000.00	<b>100,000.00</b>
<b>GRAND TOTAL</b>						<b>800,000.00</b>

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

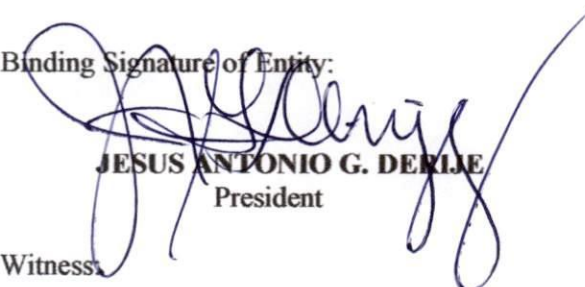
1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this agreement, viz.:
  - (a) the Bid Form and the Price Schedule submitted by the Bidder;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract; and,
  - (f) the Entity's Notification of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

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.

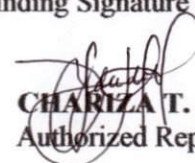
The Common Seal of CMU, Musuan, Bukidnon was herein affixed in the presence of **DR. JESUS ANTONIO G. DERIJE**

Signed, sealed, and delivered by **COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)** in the presence of **CHARIZA T. DADOLE**.

Binding Signature of Entity:

  
**JESUS ANTONIO G. DERIJE**  
 President

Binding Signature of Supplier:

  
**CHARIZA T. DADOLE**  
 Authorized Representative

Witness:

**RICO A. MARIN**  
 BAC Chairman

**MARIA JAMELLAH CELESTE M. MAGALONA**  
 Chief, Accounting Unit

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES)  
 PROVINCE OF BUKIDNON )  
 MUNICIPALITY OF MARAMBAO )

BEFORE ME, a Notary Public for in the above jurisdiction, on this AUG 17 2020 day of \_\_\_\_\_ at \_\_\_\_\_ personally appeared the following, exhibiting to me following described Competent Evidence of Identity (CEI) in accordance with the 20m Rules on Notarial Practice.

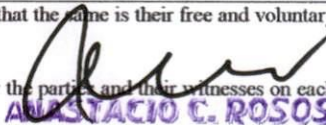
Name	Competent Evidence of Identity	Date/place Issued
JESUS ANTONIO G. DERIJE		
JANILLE M. NAQUILA		

Known to me to be the same person who executed the foregoing instrument and who acknowledge to me that the same is their free and voluntary act and deed.

This instrument refers to the Contract of Agreement consisting of (3) pages including this page, signed by the parties and their witnesses on each and every hereof and thereof, including this page whereon the acknowledgement is written.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed on every page hereof my notarial seal this AUG 17 2020 day of \_\_\_\_\_ in the Municipality of MARAMBAO Province of BUKIDNON

Doc. No. 179  
 PAGE No. 37  
 BOOK No. 1024  
 SERIES OF 2020

  
**ANASTACIO C. ROSOS, JR.**  
 NOTARY PUBLIC  
 FOR THE PROVINCE OF BUKIDNON &  
 CITIES OF MAMPALONGA & VALENCIA  
 UNTIL DECEMBER 31, 2021  
 ROSOS BLDG., MAMPALONGA ST,  
 MALAYBALAY CITY  
 NOTARIAL COMMISSION NO. 06-20  
 IEP LIFETIME NO. 2730  
 ROLL OF ATTORNEY NO. 27143  
 PTR NO. 0141416 ON JAN. 02, 2020  
 ISSUED AT MALAYBALAY CITY