



Central Mindanao University
BIDS AND AWARDS COMMITTEE
Musuan, Bukidnon

NOTICE OF AWARD

August 16, 2019

The Manager
COPYLANDIA OFFICE SYSTEMS CORPORATION
Talatala Bldg., Fortich St., Brgy.08
Malaybalay City, Bukidnon

Dear Sir:

This is to inform you that your bid proposal for the **PROCUREMENT OF PHOTOCOPIER** which shall be funded under **Special Trust Fund** 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/STF-PB-19-023**, and the same has been approved by the Central Mindanao University thru the undersigned at the amount of **Eight Hundred Sixty Five Thousand Pesos Only (Php865,000.00)**. 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:

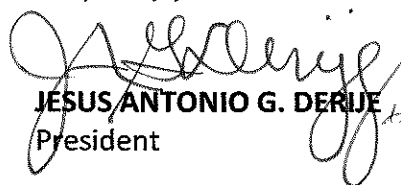
FORM OF PERFORMANCE SECURITY	AMOUNT OF PERFORMANCE SECURITY (EQUAL TO PERCENTAGE OF THE TOTAL CONTRACT PRICE)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, 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. DERJE
President

Received, Acknowledged and Accepted:

Name: WILMER LEAL DUCAS

Signature: 

Date: AUGUST 29, 2019

OFFICE OF THE BIDS AND AWARDS COMMITTEE

CONTRACT OF AGREEMENT

REF. NO. STF-PB-19-023

THIS AGREEMENT made this ___ day of *October, 2019* 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 Sixty Five Thousand Pesos Only (Php865,000.00)* with the items listed below:

ITEM	UNIT	QTY	DESCRIPTION	OFFER	UNIT PRICE	TOTAL AMOUNT
1	1	Unit	Multifunction B&W Copier/Printer Specifications: 3-in-1 (Copier-printer-scanner), at least 20 copies per minute, built-in ARDF (Auto Reverse Document Feeder) or equivalent, up to 256mb memory, up to A3 size, up to 350 sheets paper tray, at least 100 sheets bypass tray, duplex printing/ copying, at least 600 dpi resolution, lifetime free service /regular monthly check-up, free initial consumables, free machine cabinet/ pedestal		60,000.00	60,000.00
2	1	Unit	Multifunction Color Copier 3 in 1 (Copier-printer-scanner); Memory up to 2GB, HDD up to 320GB, ARDF capacity up to 100 sheets or equivalent, SPDF capacity up to 220 sheets, power source 220-240V 50/60HZ; Copier up to 999 copies multiple copying, up to 600 dpi resolution; Printer printing resolution up to 1,200 x 1,200 dpi, with LAN interface & USB port, runs in Windows environment; Scanner scanning resolution up to 1,200 dpi, scan file format JPEG, PDF, TIFF		160,000.00	160,000.00
3	1	unit	Automatic Reversing Document Feeder		45,000.00	45,000.00
4	1	unit	Multifunction Color Copier 3 in 1 (Copier-printer-scanner); Memory up to 2GB, HDD up to 320GB, ARDF capacity up to 100 sheets or equivalent, SPDF capacity up to 220 sheets, power source 220-240V 50/60HZ; Copier up to 999 copies multiple copying, up to 600 dpi resolution; Printer printing resolution up to 1,200 x 1,200 dpi, with LAN interface & USB port, runs in Windows environment;		160,000.00	160,000.00

			Scanner scanning resolution up to 1,200 dpi, scan file format JPEG,PDF,TIFF			
5	1	unit	Monochrome Photocopier with automatic data feeder; memory up to 1 GB;HDD up to 250GB,power source 220-240 V, 50/60 Hz, copying process laser beam scanning & electro photographic printing, resolution at least 600 dpi, multiple copying up to 999 copies, runs in window environment, resolution at least 600x600 dpi, original size A3,A4,A5, standard.		60,000.00	60,000.00
6	2	unit	Multifunction Color Copier 3 in 1 (Copier-printer-scanner); Memory up to 2GB, HDD up to 320GB, ARDF capacity up to 100 sheets or equivalent, SPDF capacity up to 220 sheets, power source 220-240V 50/60HZ; Copier up to 999 copies multiple copying, up to 600 dpi resolution; Printer printing resolution up to 1,200 x 1,200 dpi, with LAN interface & USB port, runs in Windows environment; Scanner scanning resolution up to 1,200 dpi, scan file format JPEG,PDF,TIFF		160,000.00	160,000.00
7	1	unit	Monochrome Photocopier with automatic data feeder; memory up to 1 GB;HDD up to 250GB,power source 220-240 V, 50/60 Hz, copying process laser beam scanning & electro photographic printing, resolution at least 600 dpi, multiple copying up to 999 copies, runs in window environment, resolution at least 600x600 dpi, original size A3,A4,A5, standard		60,000.00	60,000.00
					GRAND TOTAL	865,000.00

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

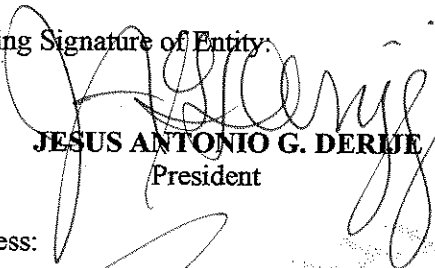
5. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
6. The following documents shall be deemed to form and be read and construed as part of this agreement, viz.:
 - (g) the Bid Form and the Price Schedule submitted by the Bidder;
 - (h) the Schedule of Requirements;
 - (i) the Technical Specifications;
 - (j) the General Conditions of Contract;
 - (k) the Special Conditions of Contract; and,
 - (l) the Entity's Notification of Award.
7. 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.
8. 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.

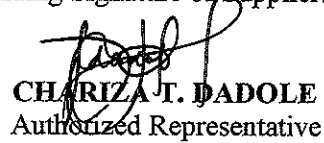
The Common Seal of CMU, Musuan, Bukidnon was herein affixed in the presence of **DR. JESUS ANTONIO G. DERIJE**

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) s.s.
MUNICIPALITY OF MARAMAG)


BEFORE ME, a Notary Public for in the above jurisdiction, on this _____ 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 _____ day of _____ in the Municipality of _____, Province of _____


ATTY. MAICHEL RICK A. MACARAYAN
NOTARY PUBLIC
UNTIL DECEMBER 31, 2020
IBP NO. 001256 - T-16 19 BUKIDNON
PTR NO. 276-005-1-16-19 BUKIDNON
ATTORNEY'S ROLL NO. 61863

DOC. NO. 987
SERIAL NO. 200
NO. 447
SERIES OF 2019



NOTICE TO PROCEED

MS. CHARIZA T. DADOLE

Sales Representative

COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)

PhilGEPS Certificate # 2021-83102

Copylandia Corporate Center, 718 Bumatay

St. Mandaluyong City, Metro Manila

Dear Madam/Sir:

The attached Agreement having been approved, notice is hereby given to **COPYLANDIA OFFICE SYSTEMS CORPORATION (COPYLANDIA)** FOR THE **PROCUREMENT OF PHOTOCOPIER**, may commence after receipt of this notice but not to exceed thirty (30) calendar days.

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 Bids and Awards Office.

Very truly yours,

A handwritten signature in black ink, appearing to read 'J. Derive', written over a horizontal line.

JESUS ANTONIO G. DERIVE
President

Conformed:

A handwritten signature in black ink, appearing to read 'Chariza T. Dadole', written over a horizontal line.

Printed Name of Representative Over Signature

10 - 23 - 19

Date



Central Mindanao University
BIDS AND AWARDS COMMITTEE
 Musuan, Bukidnon

NOTICE OF AWARD

August 16, 2019

The Manager
GAKKEN PHILIPPINES, INC.
130 GPI Bldg. Cor. A. Lake
St. Aurora Blvd, San Juan City,
Metro Manila

Dear Sir:

This is to inform you that your bid proposal for the **PROCUREMENT OF PHOTOCOPIER** which shall be funded under **General Fund** 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/STF-PB-19-023**, and the same has been approved by the Central Mindanao University thru the undersigned at the amount of **Two Hundred Ninety One Thousand Three Hundred Thirty Three Pesos and 31/100 (Php291,333.31)**. 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

OFFICE OF THE BIDS AND AWARDS COMMITTEE

CONTRACT OF AGREEMENT

REF. NO. GF/STF-PB-19-023

THIS AGREEMENT made this 31st day of September, 2019 between CENTRAL MINDANAO UNIVERSITY of the Philippines (hereinafter called "the Entity") of the one part and **GAKKEN PHILS., INC.** at 130 GPI Bldg., cor. A. Lake St. Aurora Blvd. San Juan 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 **Two Hundred Ninety One Thousand Three Hundred Thirty Three Pesos and 31/100 (Php291,333.31)** with the items listed below:

ITEM	UNIT	QTY	DESCRIPTION	OFFER	UNIT PRICE	TOTAL AMOUNT
1	2 ¹ CBM	Unit	Multifunction B&W Copier/Printer Specifications: 3-in-1 (Copier-printer-scanner), at least 20 copies per minute, built-in ARDF (Auto Reverse Document Feeder) or equivalent, up to 256mb memory, up to A3 size, up to 350 sheets paper tray, at least 100 sheets bypass tray, duplex printing/ copying, at least 600 dpi resolution, lifetime free service /regular monthly check- up, free initial consumables, free machine cabinet/ pedestal	HP LASERJET MFP Model:M4 36NDA with 1 unit Pedestal	48,777.77 ¹	97,555.54
2	1 ¹ GAD	Unit	Multifunction B&W Copier/Printer Specifications: 3-in-1 (Copier-printer-scanner), at least 20 copies per minute, built-in ARDF (Auto Reverse Document Feeder) or equivalent, up to 256mb memory, up to A3 size, up to 350 sheets paper tray, at least 100 sheets bypass tray, duplex printing/ copying, at least 600 dpi resolution, lifetime free service /regular monthly check- up, free initial consumables, free machine cabinet/ pedestal	HP LASERJET MFP Model:M4 36NDA	48,777.77 ¹	48,777.77
3	1 UPDO/DAL	Unit	Multifunction color copier copier/Printer/Facsimile/Scanner, Up to 2GB memory, up to 250 GB HDD, Multiple copying up to 999 copies, at least 600 dpi resolution; Print resolution up to 1200 x 1200 dpi, with SD slot, USD interface and LAN port and runs in Windows environment; Scanning resolution up to 1,200 dpi, Original size includes A3, A4.	EPSON WORKFOR CE model:WF-C869R	145,000.00 ¹	145,000.00
GRAND TOTAL						291,333.31 ¹⁶

[Handwritten Signature]

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 **GAKKEN PHILS., INC.** in the presence of **JANILLE M. NAQUILA**.

Binding Signature of Entity:

JESUS ANTONIO G. DERIJE
President

Witness:

RICO A. MARIN
BAC Chairman

Binding Signature of Supplier:

JANILLE M. NAQUILA
Authorized Representative

MARIA JAMELLAH CELESTE M. MAGALONA
Chief, Accounting Unit

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF BUKIDNON) s.s.
MUNICIPALITY OF MARAMAG)

27 NOV 2019

BEFORE ME, a Notary Public for in the above jurisdiction, on this _____ 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 _____ day of _____ in the Municipality of _____, Province of _____

DOC. NO. 767
PAGE NO. 102
BOOK NO. XXX
SERIES OF 2019

27 NOV 2019

ATTY. MAICHEL RICK A. MACARAYAN
NOTARY PUBLIC
UNTIL DECEMBER 31, 2020 - GF-025
IBP NO. 001699 - 1-16-19 BUKIDNON
PTR NO. 2764005-1-16-19 BUKIDNON
ATTORNEY'S ROLL NO. 61863



NOTICE TO PROCEED

MS. JANILLE M. NAQUILA
Sales Representative
GAKKEN PHILS., INC.
PhilGEPS Certificate # 2001-1790
130 gpi BLDG. COR.a Lake St. Aurora Blvd
San Juan City Metro Manila

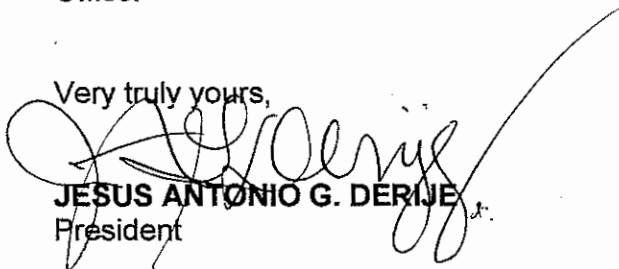
Dear Madam/Sir:

The attached Agreement having been approved, notice is hereby given to **GAKKEN PHILS., INC.** for the **PROCUREMENT OF PHOTOCOPIER**, may commence after receipt of this notice but not to exceed thirty (30) calendar days.

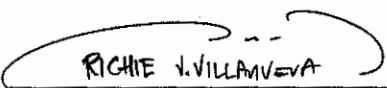
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 Bids and Awards Office.

Very truly yours,


JESUS ANTONIO G. DERJE
President

Conformed:


RICHE V. VILLAMVERA
Printed Name of Representative Over Signature

Date