



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



## NOTICE TO PROCEED

June 28, 2022

**MA. RAYLI D. CORPUZ**

Proprietor  
Rayzen Office and School Supplies Trading  
Madapo Hills, Brokenshire Hgts., Brgy 8A,  
Davao City

**Madame:**


The Attached Agreement having been approved, notice is hereby given to **Rayzen Office and School Supplies Trading** that work may proceed on the **Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023- Lot 3**, effective on **Start Date**, or the date of receipt of this notice as acknowledged below, and that fully complete all of the works **within fifteen (15) calendar days from receipt date of this notice**.

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 DepEd-Schools Division of Zamboanga del Norte, Estaka, Dipolog City.

Very truly yours,

  
**VIRGILIO P. BATAN, JR., CESO VI**  
Schools Division Superintendent

**Conforme:**

I acknowledged receipt of this Notice on: JUNE 30, 2022  
Name of Bidder: RAYZEN OFFICE AND SCHOOL SUPPLIES TRADING  
Name of Representative of Bidder: MA. RAYLI D. CORPUZ / DENNIS REY A. CORPUZ  
Authorized Signature: 

JEE/BACSECRETARIAT/BAC-NTP-2022-007

N-avigating  
O-pportunities to  
R-eengineer for  
T-ransformation &  
E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100  
Tel No.: (065) 212-5843  
e-mail address: zn.division@depd.gov.ph



"Be and Do Much Better Each Day  
with a  
Sense of Urgency"



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Department of Education  
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**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Capitol Drive, Estaka, Dipolog City 7100



Tel No.: (065) 212-5843

e-mail address:

## CONTRACT AGREEMENT

THIS AGREEMENT, made this JUN 20 2022 day of \_\_\_\_\_, 2022 between **DepEd- SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**, Capitol Drive, Estaka, Dipolog City, Philippines (hereinafter called the "Entity") and **RAYZEN OFFICE AND SCHOOL SUPPLIES TRADING**, Madapo Hills, Brokenshire Hgts., Brgy. 8A, Davao City (hereinafter called the "Supplier").

WHEREAS, the Entity is desirous that the Contractor executes the **"SUPPLY AND DELIVERY OF LEARNING SUPPORT MATERIALS FOR THE RADIO-BASED INSTRUCTION LESSONS, S.Y. 2022-2023-LOT 3"** (hereinafter called "The Project") with **Contract No. CB-2022-007** and the Entity has accepted the bid for **THREE MILLION, SEVEN THOUSAND, TWO HUNDRED PESOS & 00/100 (Php 3,007,200.00)** by the Supplier for the execution and completion of such Project **within fifteen (15) calendar days from the date of receipt of the Notice to Proceed** and the remedying of any defects therein.

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 shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
  - (a) General and Special Conditions of Contract;
  - (b) Specifications;
  - (c) Invitation to Bid;
  - (d) Instructions to Bidders;
  - (e) Bid Data Sheet;
  - (f) Addenda and/or Supplemental/Bid Bulletins, if any;
  - (g) 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;
  - (h) Eligibility requirements, documents and/or statements;
  - (i) Performance Security;
  - (j) Notice of Award of Contract and the Bidder's conforme thereto;
  - (k) Other contract documents that may be required by existing laws and/or the Entity.
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 execute and complete the Project and remedy any defects therein in conformity with the provisions of this Contract in all respects.
4. The Entity hereby covenants to pay the Supplier in consideration of the execution and completion of the Project and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

VIRGILIO P. BATAN, JR.

MA. RAYLID CORPUZ

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Signed, sealed, delivered by **VIRGILIO P. BATAN, JR., CESO VI**, the Schools Division Superintendent, DepEd-Schools Division of Zamboanga Del Norte.

Signed, sealed, delivered by **MA. RAYLI D. CORPUZ**, Proprietor, **RAYZEN OFFICE AND SCHOOL SUPPLIES TRADING**, Madapo Hills, Brokenshire Hgts., Brgy. 8A, Davao City.

Binding Signature of Procuring Entity

  
**VIRGILIO P. BATAN, JR., CESO VI**

Binding Signature of Supplier

  
**MA. RAYLI D. CORPUZ**

### WITNESSES :

For Entity:

  
**EVELYN C. LABAD**

**UMID CRN- 006-0110-8121-6**


Issued on: \_\_\_\_\_  
Issued at: Dipolog City

  
**EDWIN O. CURAM**

**CSC E-CARD: 2009151001491801**

Issued on: November 26, 2015  
Issued at : Zamboanga City

For Company/Supplier

  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ ID No/CTC no.: \_\_\_\_\_

Issued on: \_\_\_\_\_  
Issued at : \_\_\_\_\_

\_\_\_\_ ID No/CTC no.: \_\_\_\_\_

Issued on: \_\_\_\_\_  
Issued at : \_\_\_\_\_



## ACKNOWLEDGEMENT

At the above-mentioned place this \_\_\_\_\_ personally appeared before me:

**VIRGILIO P. BATAN, JR., CESO VI**  
Head of the Procuring Entity

**UMID CRN: 006-0089-7288-8**

**MA. RAYLI D. CORPUZ**  
Bidder's Representative

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

The foregoing instrument is a Contract Agreement, consisting of three (3) pages, including this page on which this Acknowledgement is written and signed by the parties hereto and their instrument witnesses on the left margin of each and every page hereof.

JUN 28 2022

**WITNESS MY HAND AND SEAL** on the \_\_\_\_\_ day of \_\_\_\_\_, 2022 at \_\_\_\_\_, Philippines.

**NOTARY PUBLIC**

Until December 31, \_\_\_\_\_

Page No. 424;

Doc. No. 87;

Book No. I;

Series No. 2022;

**ATTY. GIL ALDRICK S. FERNANDEZ**



Notary Public for Davao City  
Comm. Serial no. 2022-066-2023  
Until 31 December 2023  
Roll of Attorneys No. 73720  
IBP No. 178561-01/03/2022

PTR No. 6504461-01/29/2022-DC  
MCLE Compliance No. VII-0015934  
2/F Merco Bldg. Corner Rizal & Bolton Sts., DC



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**

**NOTICE OF AWARD**

June 13, 2022

**MA. RAYLI D. CORPUZ**

General Manager  
Rayzen Office and School Supplies Trading  
Madapo Hills, Brokenshire Hgts., Brgy 8A,  
Davao City

Madame:

We are happy to notify you that the Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023- **Lot 3**, is hereby awarded to you as the **Lowest Calculated Responsive Bidder**, at a Contract Price of **Three Million, Seven Thousand, Two Hundred Pesos & 00/100 (P 3,007,200.00)**.

You are therefore required, within ten (10) calendar days from the receipt of this Notice of Award, to formally enter into a contract with us and to submit the **Performance Security in the form of an Unconditional Bank Guarantee or Cashier's Check or Manager's Check or Irrevocable Letter of Credit, equivalent to ten percent (10%) of the Contract Price or Surety bond equivalent to thirty (30%) of the Contract Price.**

Failure to enter into the said contract or provide the Performance Security shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security. Thank You.

Very truly yours,

  
**VIRGILIO P. BATAN, JR., CESO VI**  
Schools Division Superintendent

**Conforme:**

I acknowledged receipt of this Notice on: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_ **DENNIS REY A. CORPUZ**

Name of Representative of Bidder: \_\_\_\_\_ **MANAGER**

Authorized Signature: \_\_\_\_\_ **09060171798**

  
**MA. RAYLI D. CORPUZ**  
PROPRIETOR  
6/16/2022

**BACSECRETARIAT/BAC-NOA-2022-007**

N-avigating  
O-pportunities to  
R-eengineer for  
T-ransformation &  
E-mpowerment



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***BAC Resolution Declaring RAYZEN OFFICE AND SCHOOL SUPPLIES TRADING as LCRB for the Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023, Lot 3 and Recommending Award of Contract Therefor***

**RESOLUTION NO. 006-CB s. 2022**  
**June 9, 2022**

**WHEREAS**, on **May 5, 2022 @ 3:00 P.M.**, the BAC conducted an on-site **Pre-Procurement Conference** for the procurement project **Supply and Delivery of learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023**;

**WHEREAS**, the DepEd, Division of Zamboanga del Norte, Estaka, Dipolog City advertised the Invitation to Apply for Eligibility and to Bid for the **Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023**, published in PHILGEPS and posted within the premises of the Schools Division Office of the Schools Division of Zamboanga del Norte continuously from **May 6, 2022** up to the scheduled opening of Bids on **May 27, 2022**;

**WHEREAS**, on **May 16, 2022 @ 3:00 PM** the BAC conducted **Pre-Bid Conference** with the presence of three (3) interested bidders;

**WHEREAS**, in response to the said advertisements, four (4) prospective bidders submitted its intent to participate in the bidding and, went on to purchase the bid documents for the project;

**WHEREAS**, only four (4) bidders timely submitted its proposal, and on **May 27, 2022**, the **bid opening** was conducted, which reveals;

Bidder Identification/Name	Bid as Read Amount (P)	Remarks
<b>LOT 3: ABC: ₱ 5,728,000.00</b>		
<b>JOZETH TRADING</b>	<b>5,269,760.00</b>	<b>PQE</b>
<b>FORGEMS MARKETING CO., INC.</b>	<b>-</b>	<b>DISQUALIFIED</b>
<b>RAYZEN OFFICE &amp; SCHOOL SUPPLIES TRADING</b>	<b>3,007,200.00</b>	<b>PQE</b>
<b>GSM BUILDER AND ENTERPRISES</b>	<b>3,058,752.00</b>	<b>PQE</b>

**WHEREAS**, the detailed evaluation of bids conducted on **May 27, 2022**, resulted in the following:

Bidder Identification/Name	Bid as Calculated Amount (P)	Remarks
<b>LOT 3: ABC: ₱ 5,728,000.00</b>		
<b>RAYZEN OFFICE &amp; SCHOOL SUPPLIES TRADING</b>	<b>3,007,200.00</b>	<b>PQE</b>
<b>GSM BUILDER AND ENTERPRISES</b>	<b>3,058,752.00</b>	<b>PQE</b>
<b>JOZETH TRADING</b>	<b>5,269,760.00</b>	<b>PQE</b>
<b>FORGEMS MARKETING CO., INC.</b>	<b>-</b>	<b>DISQUALIFIED</b>







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**WHEREAS**, upon examination, validation and verification of all the eligibility, technical and financial requirements submitted by the bidder, for the project, and after the conduct of post-qualification inspection and interview, the following were established from the post-qualification report:

Requirement	Eligibility/legal	Technical	Financial	RESULT
<b>RAYZEN OFFICE &amp; SCHOOL SUPPLIES TRADING</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Responsive</b>	<b>Passed/ LCRB</b>

**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

- To declare **RAYZEN OFFICE & SCHOOL SUPPLIES TRADING** as the **Lowest Calculated and Responsive Bidder** for the Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023- Lot 3, in the amounts as accordingly bid;
- To recommend to the Head of the Procuring Entity of the DepEd, Division of Zamboanga del Norte, the award of contract in favor of **RAYZEN OFFICE & SCHOOL SUPPLIES TRADING**, for the Supply and Delivery of Learning Support Materials for the Radio-Based Instruction Lessons, S.Y. 2022-2023- Lot 3 at a Contract Price of **Three Million, Seven Thousand, Two Hundred Pesos & 00/100 (P 3,007,200.00)**;

**RESOLVED**, at the DepED, Division of Zamboanga del Norte, Estaka, Dipolog City this **9<sup>th</sup> day of June 2022**.

.....  
*I hereby certify to the truthfulness of the foregoing resolution.*

Conforme:

**JESSIE E. ELACAN**  
Head, BAC Secretariat

**JULIUS O. BELAGANTOL**  
Provisional Member (End-User Representative)

**EVELYN C. LABAD**  
Provisional BAC Member (Proponent)

**SONIA Y. UY**  
BAC Member

**GRACE T. DELA CRUZ**  
BAC Member

**GIPAREL B. ELUMBA**  
BAC Member

**WILSON M. ANDING**  
Vice-Chairperson, BAC

**JUDITH V. ROMAGUERA, CESO VI**  
Chairperson, BAC - Goods and Services

Approved by:

**VIRGILIO P. BATAN, JR. CESO VI**  
Schools Division Superintendent/ H.O.P.E.

Date approved: JUN 10 2022

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