



Republic of the Philippines  
**Department of Education**  
REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

**NOTICE TO PROCEED**

18 JUN 2024

**BENJIE D. LIBRE**

Proprietor

THEA COMPUTER SALES SERVICES & ENTERPRISES

Purok 2, Kagatan Road, Bypass Sta. Isabel, Dipolog City

Sir:

The attached Agreement having been approved, notice is hereby given to **THEA COMPUTER SALES SERVICES & ENTERPRISES**, that delivery may proceed on the **Procurement of Desktop Computer Sets**, effective on the date of receipt of this notice as acknowledged below, and to fully complete the delivery within **fifteen (15) days thereafter**.

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,

  
**ROY C. TUBALLA EMD, JD, CESO V**  
Schools Division Superintendent

**Conforme:**

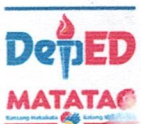
I acknowledged receipt of this Notice on: JUN 21 2024

Name of Bidder: Benjie D. Libre

Name of Representative of Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

BAC/njld/ Notice to Proceed/ 2024-027-CBZN/THEA COMPUTER SALES SERVICES & ENTERPRISES



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph)

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: [www.depedzn.net](http://www.depedzn.net)



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**CONTRACT AGREEMENT**

THIS AGREEMENT, made this **18<sup>th</sup> day of June, 2024** between **DepEd-SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**, Capitol Drive, Estaka, Dipolog City, Philippines (hereinafter called the "Entity") and **THEA COMPUTER SALES SERVICES & ENTERPRISES**, Purok 2, Kagatan Road, Bypass Sta. Isabel, Dipolog City (hereinafter called the "Supplier").

WHEREAS, the Entity is desirous that the Supplier executes the "**Procurement of Desktop Computer Sets**" (hereinafter called "The Project") with **Contract No. CB-2024-026** and the Entity has accepted the bid for **Seven Hundred Twenty-Five Thousand Nine Hundred Twenty-Five Pesos & 00/100 (Php 725,925.00)** by the Supplier for the execution and completion of such Project **within Fifteen (15) days upon receipt of 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. The Supplier shall
  - a. Deliver the following item/s:

Stock No.	Unit	Item Description	Quantity	Est. Unit Cost	Total Cost
1	Unit	DESKTOP COMPUTER SET	15		
		<b>Processor (CPU):</b>			
		Intel Core i5 12 <sup>th</sup> generation or equivalent			

JOMMAR D. LIBRE  
 Supplier's Witness

BENJIE D. LIBRE  
 Supplier

ARVIE M. OMPOY  
 SDO's Witness

ROY C. TUBALLA EMD, JD, CESO V  
 Schools Division Superintendent





Republic of the Philippines  
**Department of Education**

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 SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

*[Signature]*  
**JOMMAR D. LIBRE**  
 Supplying Witness

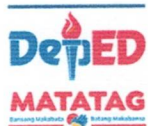
*[Signature]*  
**BENJIE D. LIBRE**  
 Supplier

*[Signature]*  
**ARVIE M. OMPOY**  
 SDO's Witness

*[Signature]*  
**ROY C. TURALLA EMD, JD, CESO V**  
 Schools Division Superintendent

	<b>Motherboard:</b>			
	B660 motherboard			
	<b>Memory:</b>			
	At least 16gb(2x8gb) 3200mhz			
	<b>Storage:</b>			
	500gb NVMe SSD			
	<b>Sustainability</b>			
	At least 600W Silver Rating			
	<b>Monitor/Display:</b>			
	24" LCD monitor with Solid Base			
	<b>UPS:</b>			
	At least 650VA/360W			
	<b>Other:</b>			
	Wired Mouse & Keyboard			
	With Windows 11 home/ pro license			
	With Microsoft Office 2019 or higher version			
	*PLACE OF DELIVERY: SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE			
	*DELIVERY AT ONCE: EXPECTED DELIVERY WITHIN FIFTEEN (15) CALENDAR DAYS FROM THE RECEIPT ORDER/NOTICE TO PROCEED			

4. 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.
5. LIQUIDATED DAMAGES
  - (a) Liquidated damages shall be charged against the **SUPPLIER** amounting to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay.
  - (b) Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
6. 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.





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

Signed, sealed, delivered by **ROY C. TUBALLA EMD, JD, CESO V**, the Schools Division Superintendent, **DepEd-Schools Division of Zamboanga Del Norte**, Capitol Drive, Estaka, Dipolog City.

Signed, sealed, delivered by **BENJIE D. LIBRE**, Proprietor, **THEA COMPUTER SALES SERVICES & ENTERPRISES**, Purok 2, Kagatan Road, Bypass Sta. Isabel, Dipolog City.

Binding Signature of Procuring Entity

  
**ROY C. TUBALLA EMD, JD, CESO V**

Binding Signature of Supplier

  
**BENJIE D. LIBRE**

**WITNESSES :**

For Entity:

  
**ARVIE M. OMPOY**

0098097 (PRC)

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

For Company/Supplier

  
**JOMMAR D. LIBRE**  
 Account Officer

**ID No/CTC no.:** \_\_\_\_\_  
 Issued on: \_\_\_\_\_  
 Issued at : \_\_\_\_\_





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**Department of Education**  
 REGION IX  
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Republic of the Philippines  
 Province of \_\_\_\_\_  
 City/Municipality of \_\_\_\_\_

**ACKNOWLEDGMENT**

At the above-mentioned place this 21 JUN 2024 personally appeared before me:

**ROY C. TUBALLA EMD, JD, CESO V**  
 Head of the Procuring Entity

**Driver's License:**  
 J01-99-028823

**BENJIE D. LIBRE**  
 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 four (4) 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.

**WITNESS MY HAND AND SEAL** on the 21 JUN 2024 day of \_\_\_\_\_, 2024 at DIPOLOG CITY Philippines.

Page No. 5684;  
 Doc. No. 88;  
 Book No. 71;  
 Series No. 2024;

NOTARY PUBLIC

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

**ATTY. EULOGIO LAUREL LAGUDAS, JR.**  
 Notary Public for Dipolog City, Dapitan City, and  
 Province of Zamboanga del Norte  
 Until December 31, 2024  
 Serial No. 034-2022  
 IBP No. 331088, 12-19-2023  
 PTR No. 0038217, 12-19-2023  
 ROLL OF ATTY. No. 56396  
 MCLE COMP. No. VII-0016529 04-14-25  
 Back Capitol Site, Estaka, Dipolog City

BAC/ Contract Agreement/ 2024-027-CBZN/





Republic of the Philippines  
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***Bids and Awards Committee (BAC) Resolution Declaring THEA COMPUTER SALES SERVICES & ENTERPRISES as Single Calculated and Responsive Bidder (SCRB) for the Procurement of Desktop Computer Sets, and Recommending Award of Contract Therefor***

**RESOLUTION NO. 028-CB s. 2024**

June 5, 2024

**WHEREAS**, on **May 2, 2024 @ 10:00 a.m.**, the BAC conducted an on-site Pre-Procurement Conference for the procurement project *Procurement of Desktop Computer Sets*;

**WHEREAS**, the DepEd, Division of Zamboanga del Norte, Estaka, Dipolog City advertised the Invitation to Apply for Eligibility and to Bid for *Procurement of Desktop Computer Sets*, published in PHILGEPS and posted within the premises of the Schools Division Office of the Schools Division of Zamboanga del Norte continuously from **May 3, 2024** up to the scheduled opening of Bids on **May 27, 2024**;

**WHEREAS**, on **May 13, 2024 @ 3:00 p.m.** the BAC conducted an on-site and online **Pre-Bid Conference** with the presence of two (2) interested bidders;

**WHEREAS**, in response to the said advertisements, two (2) prospective bidders submitted its intent to participate in the bidding and, went on to purchase the bid documents for the project;

**WHEREAS**, one (1) prospective bidder timely submitted its proposal, and on **May 27, 2024**, the **bid opening** was conducted, which reveals;

<b>Bidder Identification/Name</b>	<b>Approved Budget of Contract</b>	<b>Bid as Read Amount (₱)</b>	<b>Remarks</b>
THEA COMPUTER SALES SERVICES & ENTERPRISES	P 727,500.00	P 725,925.00	For PQE

**WHEREAS**, the detailed evaluation of bids conducted on **May 27, 2024**, resulted in the following:

<b>Bidder Identification/Name</b>	<b>Approved Budget of Contract</b>	<b>Bid as Calculated Amount (₱)</b>	<b>Remarks</b>
THEA COMPUTER SALES SERVICES & ENTERPRISES	P 727,500.00	P 725,925.00	For PQE





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

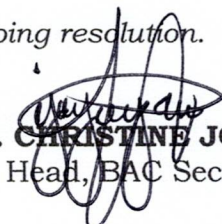
Requirement	Eligibility/legal	Technical	Financial	RESULT
THEA COMPUTER SALES SERVICES & ENTERPRISES	Responsive	Responsive	Responsive	Passed/ SCRB

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

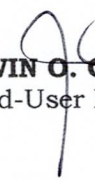
- a.) To declare **THEA COMPUTER SALES SERVICES & ENTERPRISES** as the **Single Calculated and Responsive Bidder** for the *Procurement of Desktop Computer Sets*, in the amount as accordingly bid;
- b.) To recommend to the Head of the Procuring Entity of the DepEd, Division of Zamboanga del Norte, the award of contract in favor of **THEA COMPUTER SALES SERVICES & ENTERPRISES** for the *Procurement of Desktop Computer Sets*, at a total Contract Price of **Seven Hundred Twenty-Five Thousand Nine Hundred Twenty-Five Pesos & 00/100 (P 725,925.00)**.

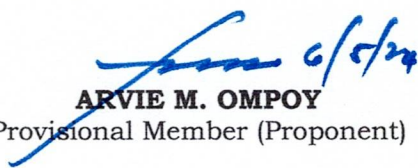
**RESOLVED**, at the DepED, Division of Zamboanga del Norte, Estaka, Dipolog City this **5<sup>th</sup> day of June 2024**.

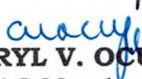
*I hereby certify to the truthfulness of the foregoing resolution.*

  
**ATTY. CHRISTINE JOYCE S. PACO**  
 Head, BAC Secretariat

Conforme:

  
**EDWIN O. CURAM**  
 Expert/ End-User Representative

  
**ARVIE M. OMPOY**  
 Provisional Member (Proponent)

  
**CHERYL V. OCUPE**  
 BAC Member

  
**GRACE T. DELA CRUZ**  
 BAC Member

  
**GIPAREL B. ELUMBA**  
 BAC Member

  
**WILSON H. INDING**  
 Vice-Chairperson

  
**ZYHRINE P. MAYORMITA**  
 BAC Chairperson-Goods and Services

Date approved: \_\_\_\_\_  
 BAC/BACRESO/2024-027-CBZN /THEA COMPUTER SALES SERVICES & ENTERPRISES





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**Office of the Schools Division Superintendent**

**NOTICE OF AWARD**

JUN 07 2024

**BENJIE D. LIBRE**

Proprietor

THEA COMPUTER SALES SERVICES & ENTERPRISES

Purok 2, Kagatan Road, Bypass Sta. Isabel, Dipolog City

Sir:

This is to inform you that the **Procurement of Desktop Computer Sets**, is hereby awarded to you as the **Single Calculated Responsive Bidder**, at a Contract Price of **Seven Hundred Twenty-Five Thousand Nine Hundred Twenty-Five Pesos & 00/100 (P 725,925.00)**.

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,

**ROY C. TUBALLA EMD, JD, CESO V**

Schools Division Superintendent *RT*

**Conforme:**

I acknowledged receipt of this Notice on: 6-10-2024

Name of Bidder: Benjie D. Libre

Name of Representative of Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

BAC/Notice of Award/2024-027-CBZN /THEA COMPUTER SALES SERVICES & ENTERPRISES



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212- 5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte