



CONTRACT AGREEMENT

THIS AGREEMENT made this _____ day of DEC 31 2021 20____ between CATANDUANES STATE UNIVERSITY of Calatagan, Virac, Catanduanes represented by Dr. Patrick Alain T. Azanza, (hereinafter called "the Entity") and PACIFIC OFFICE SOLUTIONS, INC. of Pacific Office Machines Bldg., 28 EDSA, Greenhills, San Juan City, Metro Manila represented by Ms. Sabrina Isabel S. Moralde (hereinafter called "the Supplier").

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly Procurement of Stenograph Shorthand Machine (Project Reference No. 8159110) and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of Three Million One Hundred Ninety Eight Thousand Nine Hundred Ninety Eight Pesos (Php3,198,998.00) (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 Regulation of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule 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;
 - iii. Performance Security;
 - iv. Notice of Award of Contract and the Bidder's conforme thereto; and
 - v. 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

C. Lachica
 Witness
 Ma. Cristina C. Lachica

S. Moralde
 SABRINA ISABEL S. MORALDE
 Authorized Representative

L. Custodio
 LILY P. CUSTODIO, Ph.D.
 Witness

P. Azanza
 PATRICK ALAIN T. AZANZA, Ph.D.
 SUC President III



Security, shall likewise form part of the Contract.

3. In consideration for the sum of **Three Million One Hundred Ninety Eight Thousand Nine Hundred Ninety Eight Pesos (Php3,198,998.00)** or such other sums as may be ascertained, **PACIFIC OFFICE SOLUTIONS, INC.** agrees to provide the goods and services and to remedy defects therein in conformity with all respects of the provisions of the Contract in accordance with his/her/its Bid.
4. The **CATANDUANES STATE UNIVERSITY** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed with the laws of the Republic of the Philippines on the day and year first above written.

PATRICK ALAIN T. AZANZA, Ph.D.
 SUC President III

For:

CATANDUANES STATE UNIVERSITY

SABRINA ISABEL S. MORALDE
 Authorized Representative

For:

PACIFIC OFFICE SOLUTIONS, INC.

Signed in the presence of :

LILY P. CUSTODIO, Ph.D.
 (Witness)

MA. CRISTINA C. AZANZA
 (Witness)



REPUBLIC OF THE PHILIPPINES)
 PROVINCE OF CATANDUANES) S.S.
 MUNICIPALITY OF **VIRAC, CATANDUANES**

ACKNOWLEDGEMENT

BEFORE ME, As Notary Public for and within the Province of Catanduanes personally appeared **Dr. Patrick Alain T. Azanza**, SUC President III, representing the **CATANDUANES STATE UNIVERSITY (CatSU)** as the **ENTITY** with Postal Identity Card No. E35210026804 valid until January 18, 2024 and **Ms. Sabrina Isabel S. Moralde**, representing **PACIFIC OFFICE SOLUTIONS, INC.** with Passport ID no. P3137705A issued on May 22, 2017 at DFA NCR Northeast, known to me that the same being, free and voluntary act and deed.

Witness my hand and Official Seal this DEC 31, 2021 day of 2021 at **VIRAC, CATANDUANES**

Doc. No. : 2276
 Page No. : 246
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 Series of : 2021

Rizalina M. Velasco-Tañon
 RIZALINA M. VELASCO-TAÑON
 Notary Public
 210 Gogon Trad. Virac, Catanduanes
 PTR No. 4414640-01/04/2021, Virac, Catanduanes
 IBP Lifetime No. 016324
 MCLE Compliances No. VI-0002790 until 04/14/2022
 SC Roll No. 36845

Patrick Azanza

Sabrina Moralde