



## Contract Agreement Form for the Procurement of Goods (Revised)

### CONTRACT AGREEMENT

This AGREEMENT is made and entered into as of this 21<sup>st</sup> day of June 2024 in the City of QUEZON CITY by and between APO Production Unit, Inc. (hereinafter referred to as the "Entity") and Copylandia Office Systems Corporation (hereinafter referred to as the "Supplier");

**WHEREAS**, the Entity invited Bids for certain goods and ancillary services, particularly the *Supply and Delivery of High-Speed Heavy-Duty Monochrome Variable Data Printer Including Ink Cartridges (PB-16-24)* and has accepted a Bid by the Supplier for the supply of the said goods and services in the sum of *Four Million Four Hundred Fifteen Thousand Pesos (PhP4,415,000.00)* (hereinafter called "the Contract Price").

**NOW THEREFORE**, for and consideration of the foregoing premises, the Entity and the Supplier hereby agree 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 Regulations of Republic Act No. 9184, shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
  - i. Philippine Bidding Documents (PBDs);
  - i. Schedule of 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 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 Entity concerned in the PBDs. **The 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 Security, shall likewise form part of this Agreement.**

3. In consideration of the sum of *Four Million Four Hundred Fifteen Thousand Pesos (Php4,415,000.00)* or such other sums as may be ascertained, *Copylandia Office Systems Corporation* agrees to *Supply and Deliver the Two (2) Units of High-Speed Heavy-Duty Monochrome Variable Data Printer Including Ink Cartridges to APO Production Unit, Inc.* in accordance with its bid.
4. The Supplier shall pay the Entity liquidated damages when it fails or delays to deliver the goods or services. The liquidated damages shall be at least equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods or services scheduled for delivery or performance for each day of delay. The liquidated damages will be imposed until such goods or services are finally delivered or performed and accepted by the Entity. Such amount shall be deducted from any money due or which may become due to the supplier, or collected from any securities or warranties posted by the supplier, whichever is convenient to the Entity.

In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Entity may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

5. The Entity agrees to pay the above-mentioned sum in accordance with the terms of the bidding.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement in accordance with the laws of the Republic of the Philippines on the date and place above-written.

  
**ATTY. GIL CARLOS R. PUYAT**  
*Head of Procuring Entity (HoPE)*

  
**MICHELLE S. SICAT**  
*Authorized Representative*

*for:*

*for:*

*APO Production Unit, Inc.*

*Copylandia Office Systems Corporation*

**ACKNOWLEDGMENT**

**SUBSCRIBED AND SWORN TO** before me this 28 day of JUN 2024, 2024 at QUEZON CITY, Metro Manila, Philippines, affiants exhibiting to me competent proof of their identities, to wit:

Name	Government Issued I.D.	Date and Place of Issue
Gil Carlos R. Puyat	Philippine Passport P2491155C	25 November 2022, DFA Manila
Michelle S. Sicat	Driver's License N26-02-009635	-