Republic of the Philippines
(Republic Act No. 7611)
PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF

PCSD

NOTICE OF AWARD

JAN 1 5 2024.

JENCEL TRADING & TIRE CARE CENTER
Represented by its Owner
Mr. JAIME K. NADURATA
National Highway, Cost Plus Bldg., San Pedro
Puerto Princesa City, Palawan

Dear **Mr. Nadurata**:

The Palawan Council for Sustainable Development Staff (PCSDS) is hereby awarding the contract for the procurement item with details below inclusive of all applicable taxes:

a. Purchase Request No. :**PR No. 24-10-0004**
b. Procurement Title :**Repair and Maintenance - Motor Vehicle (Preventive Maintenance Service)**
c. Contract Amount :**Php 1,697,600.00**

You are therefore advised to post the required Performance Security (if applicable) and enter into contract with PCSDS within ten (10) calendar days from receipt of this notice. Failure to enter into contract shall constitute a sufficient ground for cancellation of this award.

Thank you.

Very truly yours,

TEODORO JOSE S. MATTA, Esq., MNSA
Executive Director and Head of the Procuring Entity

Conforme:

Mr. JAIME K. NADURATA
Date: JAN 1 5 2024

Vision: Palawan, an innovative and dynamic global center of sustainable development.
Mission: PCSDS as the driver of environmental conservation and inclusive development in Palawan, a biosphere reserve and science-for-sustainability site, guided by the Strategic Environmental Plan.

HEAD OFFICE:
PCSD Building, Sports Complex Road
Santa Monica Heights, Puerto Princesa City, 5300 Palawan, Philippines
☎ (+6348) 434-4235 Trunkline • (+6348) 434-4234 Telefax
Email: oed@pcsd.gov.ph • Website: www.pcsd.gov.ph | www.pkp.pcsd.gov.ph

CONTRACT AGREEMENT

THIS AGREEMENT made this JAN 16 2024 between Palawan Council for Sustainable Development Staff (PCSDS) (hereinafter called "the Entity") of the one part and Jencel Trading & Tire Care Center, National Highway, Cost Plus Bldg., Barangay San Pedro, Puerto Princesa City, Palawan (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly PR No. 24-10-0004: Repair and Maintenance Service – Motor Vehicle (Preventive Maintenance Service) and has accepted a Bid from the Supplier for the supply of those goods and services in the sum of One Million Six Hundred Ninety-Seven Thousand Six Hundred Pesos (Php1,697,600.00) (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 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 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 Security, shall likewise form part of the Contract.**

3. In consideration for the sum of One Million Six Hundred Ninety-Seven Thousand Six Hundred Pesos (Php1,697,600.00) or such other sums as may be ascertained, Jencel Trading & Tire Care Center represented by Mr. Jaime K. Nadurata agrees to supply PR No. 24-10-0004: Repair and Maintenance Service – Motor Vehicle (Preventive Maintenance Service) in accordance with his/her/its Bid.

4. Goods and services will be delivered and/or performed by the Supplier until 15 December 2024 as needed or in accordance with the scheduled agreed upon.

5. The Entity agrees to pay the Supplier the above-mentioned sum in accordance with the terms of the Bidding and based on the actual goods and services delivered and/or performed as billed.

TEODORO JOSE S. MATTA, Esq., MNSA

Mr. JAIME K. NADURATA

6. In case of breach, the Supplier shall be liable to pay liquidated damages at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

7. If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation. Any and all disputes arising from the implementation of a contract shall be submitted to arbitration in the Philippines according to the provisions of R.A. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004"

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.

TEODORO JOSE S. MATTA, Esq., MNSA
Executive Director and
Head of Procuring Entity

for:

Palawan Council for Sustainable Development Staff (PCSDS)

Mr. JAIME K. NADURATA
Owner

for:

Jencel Trading & Tire Care Center

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
Puerto Princesa City)

BEFORE ME, this JAN 16 2024 at PUERTO PRINCESA CITY personally appeared **TEODORO JOSE S. MATTA, Esq., MNSA** and **Mr. JAIME K. NADURATA** with their competent evidence of identity, all known to me and to me known to be the same persons who executed the foregoing instrument which they acknowledged to me to be their free and voluntary act and deed and that of the entities they respectively represent.

This instrument consisting of only two (2) page/s, including this page in which this Acknowledgement is written, duly signed by them and their instrumental witnesses.

WITNESS MY HAND AND SEAL.

ATTY. CRYSTAL LIZ P. BERNARDO
NOTARY PUBLIC
PPC.ABORLAN.NARRA.AGUTAYA.CUYO.MAGSAYSAY
NPL NO. 2023-061 UNTIL DEC 31, 2024
IBP NO. 841432/MAY 8, 2023
PTR NO. 7895455/01.02.2024
(ADMITTED TO THE BAR ON MAY 2, 2023)
STA. MONICA, PPC

Notary Public

Doc. No. 513;
Page No. 104;
Book No. II;
Series of 2024;

ATTY. CRYSTAL LIZ P. BERNARDO NOTARY PUBLIC ROLL NO. 64841 PUERTO PRINCESA PALAWAN PHILIPPINES

Republic of the Philippines
(Republic Act No. 7611)
PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF

PCSD

NOTICE TO PROCEED

JAN 17 2024

JENCEL TRADING & TIRE CARE CENTER
Represented by its Owner
Mr. JAIME K. NADURATA
National Highway, Cost Plus Bldg., San Pedro
Puerto Princesa City, Palawan

Dear **Mr. Nadurata**:

This refers to the Notice of Award of procurement item with details listed below:

a.	Winning Bidder	:**JENCEL TRADING & TIRE CARE CENTER**
b.	Purchase Request No.	:**PR No. 24-10-0004**
c.	Procurement Title	:**Repair and Maintenance - Motor Vehicle (Preventive Maintenance Service)**
d.	Delivery Period	:**Until 15 December 2024 (By Billing)**

In relation thereto, notice is hereby given to winning bidder that the implementation of the said project shall commence on the same day you have acknowledged the receipt of this Notice. You are expected to perform the terms and conditions stipulated in the attached Contract Agreement.

Please acknowledge receipt of this notice by signing at the portion provided below. Keep a copy and return the original copy to this Palawan Council for Sustainable Development Staff (PCSDS) at the soonest.

For further details, please contact the PCSDS-BAC Secretariat through the following contact details: (a) email: bacpcsd@gmail.com and (b) Tel. No. (+48) 434-4235.

Thank you.

Very truly yours,

TEODORO JOSE S. MATTA, Esq., MNSA
Executive Director and Head of the Procuring Entity

Conforme:

Mr. JAIME K. NADURATA
Date: JAN 17 2024

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Republic of the Philippines
Palawan Council for Sustainable Development Staff
BIDS AND AWARDS COMMITTEE
PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica,
Puerto Princesa City, Palawan

Appendix 61

PURCHASE ORDER

1 Supplier/Provider	**Mr. JAIME K. NADURATA**	2 P. O. No.	**24-01-04**
	JENCEL TRADING & TIRE CARE CENTER	Date:	JAN 18 2024
Address	Nat'l. Highway, Cost Plus Bldg. San Pedro, Puerto Princesa City, Palawan	P.R. No.	**24-10-0004**
TIN		Mode of Procurement	**Competitive Bidding**

Suppliers/Contractors/Consultant:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

3 Place of Delivery	Puerto Princesa City, Palawan	Delivery Term:	
Date of Delivery	Until 15 December 2024 (By Billing)	Payment Term:	

Item No.	Stock/ Property No.	Unit	Item Description	Cost		
				Quantity	Unit	Total
			MITSUBISHI			
1		unit	Double Cab Pick-up B1 - U341	12	₱13,000.00	**₱156,000.00**
2		unit	Station Wagon B1 - T651	8	₱9,500.00	**₱76,000.00**
3		unit	Double Cab Pick-up B3 - M371	12	₱13,000.00	**₱156,000.00**
4		unit	Double Cab Pick-up B1 - U342	8	₱9,800.00	**₱78,400.00**
5		unit	Station Wagon B1 - X052	4	₱9,500.00	**₱38,000.00**
6		unit	Double Cab Pick-up B2 - E123	12	₱13,000.00	**₱156,000.00**
7		unit	Double Cab Pick-up B1 - U343	8	₱9,800.00	**₱78,400.00**
8		unit	Double Cab Pick-up AAD 5076/NM 2300	8	₱9,800.00	**₱78,400.00**
9		unit	Double Cab Pick-up NM 2292/AAD 5077	8	₱9,800.00	**₱78,400.00**
10		unit	Double Cab Pick-up NM 2298/AAD 5067	8	₱9,800.00	**₱78,400.00**
11		unit	Double Cab Pick-up B1 - U339	12	₱13,000.00	**₱156,000.00**
			NISSAN			
12		unit	Passenger Van F3 - T714	8	₱9,500.00	**₱76,000.00**
13		unit	Double Cab Pick-up F3 - J324	8	₱9,500.00	**₱76,000.00**
14		unit	Double Cab Pick-up F3 - J340	12	₱11,300.00	**₱135,600.00**
			HYUNDAI			
15		unit	Passenger Van K1-B203	12	₱13,000.00	**₱156,000.00**
16		unit	Mini Bus K1-E925	4	₱12,000.00	**₱48,000.00**
			REPAIR AND MAINTENANCE (NON PMS)			
17		unit	Truck Cargo WJX 782	1	₱18,000.00	**₱18,000.00**
18		unit	Truck NKR WEZ 797	1	₱18,000.00	**₱18,000.00**
19		unit	Spare Parts	1	₱40,000.00	**₱40,000.00**
			-nothing follows-			

Total Amount in Words: **One Million, Six Hundred Ninety-Seven Thousand, Six Hundred Pesos**	Total:	**₱1,697,600.00**

4 In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Mr. JAIME K. NADURATA
Supplier signature over printed name
Date: JAN 18 2024

Very truly yours,

TEODORO JOSE S. MATTA, Esq., MNSA
Executive Director and
Head of the Procuring Entity

for accounting use only

Fund Cluster:		**ORS/BURS No. :**	
Funds Available:		**Date of the ORS/BURS:**	
		Amount:	

FAITH CLAUDINE U. HUSSIN
Accountant

"RECOMMENDING THE AWARD OF CONTRACT TO JENCEL TRADING & TIRE CARE CENTER FOR THE PROCUREMENT OF P.R. NO. 24-10-0004: REPAIR AND MAINTENANCE – MOTOR VEHICLE (PREVENTIVE MAINTENANCE SERVICE)"

Resolution No. 24-10-0004
Series of 2023

WHEREAS, P.R. No. 24-10-0004: Repair and Maintenance Service – Motor Vehicle (Preventive Maintenance Service) was ascertained by the Palawan Council for Sustainable Development Staff (PCSDS), Bids and Awards Committee (BAC) as included in the Indicative Annual Procurement Plan (APP) for the FY 2024 based on the National Expenditure Program (NEP) for FY 2024 with an Approved Budget for the Contract (ABC) amounting to Two Million Three Hundred Thousand Pesos (Php 2,300,000.00) with Public Bidding as the mode of procurement;

WHEREAS, 07 November 2023, the Pre-Procurement Conference for the subject procurement was conducted;

WHEREAS, on 10 November 2023, the Invitation to Bid (ITB) for the subject procurement was posted in the Philippine Government Electronic Procurement System (PhilGEPS) Website, PCSD Website and in a conspicuous place within the premises of PCSDS. The ITB was also sent to six (5) prospective bidders, namely: (1) Maximotors Corporation, (2) Master Garage Palawan, (3) Nem Auto Repair Shop, (4) F & E Enterprises, Inc, and (5) Jencel Trading & Tire Care Center;

WHEREAS, on 21 November 2023, during the Pre-Bid Conference for the subject procurement, representatives from Maximotors Corporation was present;

WHEREAS, before the prescribed deadline of submission of bids on 04 December 2023 at 5:00 in the afternoon, the following bidder submitted their respective bid envelope, namely:

Name of Bidder	Date and Time of Submission
Jencel Trading & Tire Care Center	04 December 2023; 3:14 PM
Maximotors Corporation	04 December 2023; 4:50 PM

WHEREAS, on 5 December 2023, the committee conducted an evaluation of the above-mentioned bid using a non-discretionary pass or fail criteria. The results of the bid opening are as follows:

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NO.	NAME OF BIDDER	ELIGIBILITY ENVELOPE	REMARKS	
1	Jencel Trading & Tire Care Center	Technical Envelope	PASSED	Lowest Calculated Bid (LCB)
		Financial Envelope (Php 1,697,600.00)	PASSED	
2	Maximotors Corporation	Technical Envelope	PASSED	Eligible
		Financial Envelope (Php 1,999,000.00)	PASSED	

WHEREAS, after deliberation, the Committee declared Jencel Trading & Tire Care Center as the Lowest Calculated Bid (LCB) and was deemed qualified for post-qualification;

WHEREAS, on 11 December 2023, the Committee conducted a post-qualification of the Technical and Financial documents submitted by the LCB, Jencel Trading & Tire Care Center;

WHEREAS, after review, evaluation, verification, the Committee determined that the technical and financial documents submitted by Jencel Trading & Tire Care Center passed all the criteria for post-qualification. Consequently, Jencel Trading & Tire Care Center as the LCB was declared as the Lowest Calculated and Responsive Bidder (LCRB);

WHEREAS, in today's meeting, the Committee decided to recommend the award of contract to the Head of Procuring Entity (HoPE);

NOW, THEREFORE, for in consideration of the foregoing, **WE**, the Members of the PCSDS-BAC, hereby **RESOLVE**, as it is hereby **RESOLVED**, to recommend to Executive Director and Head of the Procuring Entity (HoPE), Teodoro Jose S. Matta, Esq., MNSA, the awarding of contract for the procurement of P.R. No. 24-10-0004: Repair and Maintenance Service – Motor Vehicle (Preventive Maintenance Service) to Jencel Trading & Tire Care Center.

RESOLVED, that copies of this resolution be submitted to the PCSDS Executive Director for his appropriate action.

ADOPTED AND APPROVED by the PCSDS Bids and Awards Committee (BAC) this 11 December 2023 in Puerto Princesa City.

Prepared by:

Atty. MICHELLE ANDREA AUGUST F. SABUYA
BAC Secretariat, Head

Recommending Approval:

MA. CRISTINA C. RODRIGUEZ, MDM
Member

JOHN VINCENT B. FABELLO, RPF
Member

MARIANNE FAITH M. PEREZ, Ph.D., RCH
Member

ATTY. JOANNA SARAH T. DIVA
Member

JOHN FRANCISCO A. PONTILLAS, EnP
Vice-Chairperson

GLENDA M. CADIGAL, RPF
Chairperson