

CONTRACT AGREEMENT

THIS AGREEMENT made the 4th day of January 2023 between **BUREAU OF THE TREASURY**, with office address at Ayuntamiento Building, Cabildo Street corner Andres Soriano Avenue, Intramuros, Manila 1002 (hereinafter called “the Entity”) of the one part and **OTUS COPY SYSTEMS, INC.**, with office address at 10F MG Tower 75 Shaw Blvd., Mandaluyong City (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids/Quotations for certain goods and ancillary services, particularly **Rental of Multi-Function Digital Photocopying Machines for FY 2023** and has accepted a Bid/Quotation/Proposal by the Supplier for the supply of those goods and services in the sum of **PHILIPPINE PESO: SEVEN HUNDRED NINETEEN THOUSAND ONE HUNDRED SIXTY PESOS (PHP719,160.00), INCLUSIVE OF APPLICABLE TAX** (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)¹;
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract²; 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 submitted³;

¹ For projects procured through public bidding

² For projects procured through alternative methods of procurement, General and Special Conditions of Contract shall apply and incorporated by reference to the procurement documents

³ For projects procured through alternative methods of procurement, the procurement documents that includes the Request for Quotation/Proposal, Project Terms of Reference/Scope of Work, Supplier/Contractor Quotation/Proposal, Service Level Agreement, and other documents such as abstract of quotations/proposals, evaluation of quotations/proposals, schedule of payments required in relation to the procurement shall form part of the Contract.

Contract Agreement Form for the Procurement of Goods (Revised)

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

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 conforme⁴ thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder⁵ 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 **PHILIPPINE PESO: SEVEN HUNDRED NINETEEN THOUSAND ONE HUNDRED SIXTY PESOS (PHP719,160.00), INCLUSIVE OF APPLICABLE TAX** or such other sums as may be ascertained, **OTUS COPY SYSTEMS, INC.** agrees to perform and deliver the "Rental of Multi-Function Digital Photocopying Machines for FY 2023" in accordance with his/her/its accepted Bid/Quotation/Proposal.
4. The **BUREAU OF THE TREASURY** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding/Accepted Quotation/Proposal and procurement documents.

⁴ For projects procured through alternative method of procurement, Supplier/Contractor's conforme shall be required

⁵ For projects procured through alternative method of procurement, this commitment shall apply to the winning Supplier/Contractor

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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.

ROSALIA V. DE LEON (Sgd.)
Treasurer of the Philippines
for:
BUREAU OF THE TREASURY

EDWIN C. MANARPIIS (Sgd.)
Authorized Representative
for:
OTUS COPY SYSTEMS, INC.

Signed in the presence of:

ROWENA R. GAMBA, CPA (Sgd.)
Chief Accountant

for:
BUREAU OF THE TREASURY

for:
OTUS COPY SYSTEMS, INC

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20_____.