



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 12586026
Procuring Entity ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-
Title SUPPLY AND DELIVERY OF BARIOUS OFFICE SUPPLIES AND CONSUMABLES-EARLY PROCUREMENT ACTIVITY (EPA)
Area of Delivery Iloilo

Solicitation Number:	ITB NO. GOODS - EPA 25-003	Status	Closed
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	5
Category:	Office Equipment Supplies and Consumables	Date Published	15/11/2025
Approved Budget for the Contract:	PHP 240,000.00	Last Updated / Time	24/11/2025 09:00 AM
Delivery Period:	15 Day/s	Closing Date / Time	04/12/2025 09:00 AM
Client Agency:			
Contact Person:	Ma. Annalyn Darroca Soubiron BAC Secretariat San Matias Dingle Iloilo Philippines 5035 63-033-3371591 iscofdingle@yahoo.com		

Description

Republic of the Philippines
ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY
Bids and Awards Committee-Procurement Office
Dingle, Iloilo | email: iscofdingle@yahoo.com/dinglebacprocurmentoffice@gmail.com
website: iscof.edu.ph | Contact No: 09488865995

INVITATION TO BID
ITB NO. GOODS-EPA 25-003

1. The Iloilo State University of Fisheries Science and Technology-Dingle Campus, its Bids and Awards Committee through its Fund 101 intends to apply the sum of TWO HUNDRED FORTY THOUSAND PESOS ONLY (PHP 240,000.00) being the Approved Budget for the Contract (ABC) to payments under the project SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES EARLY PROCUREMENT ACTIVITY (EPA). Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. Bidders should have completed a contract similar to the project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction to Bidders.

The Iloilo State University of Fisheries Science and Technology-Dingle Campus now invites contractors for the hereunder contract:

Name of Contract : SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES
EARLY PROCUREMENT ACTIVITY (EPA)

Location: Iloilo State University of Fisheries Science and Technology
Dingle Campus, Bgy. San Matias, Dingle, Iloilo

Contract Price : Php 240,000.00

Bidding is restricted to Filipino citizens/sole proprietorships, cooperative and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Interested bidders may obtain further information from ISUFST-Dingle Campus and inspect the Bidding Documents at the address below from 8:00 am to 5:00 pm.

5. A complete set of Bidding Documents may be acquired by interested Bidders from November 21, 2025 up to December 3, 2025 at the address below and upon payment of a non-refundable of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos Only (Php 500.00).

6. The Iloilo State University of Fisheries Science and Technology-Dingle Campus-Bids and Awards Committee will hold a Pre-Bid Conference on November 21, 2025 at exactly 9:00 o'clock in the morning at the Conference Room, 2nd Floor Administration Building which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat at the address below on or before December 4, 2025. All bids must be accompanied by a Bid Security and or Bid Securing Declaration in any of the acceptable forms in the amount stated in Section 56 of RA12009.

Bid opening shall be on December 4, 2025 at exactly 9:00 o'clock in the morning at the Conference Room, 2nd Floor Administration Building. Bids will be opened in the presence of the bidder's representatives who choose to attend at the address below. LATE BIDS SHALL NOT BE ACCEPTED.

8. The Iloilo State University of Fisheries Science and Technology-Dingle Campus reserves the right to reject any and all bids declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of RA 12009 and its IRR, without incurring any liability to the affected bidder or bidders.

9. For inquiries and further information please contact:

MA. ANNALYN D. SOUBIRON
BAC Head Secretariat
ISUFST- Dingle Campus
San Matias, Dingle, Iloilo
Tel. No. (033) 33-1591/09488865995
Email: iscofdingle@yahoo.com
dinglebacprocurementoffice@gmail.com

(SGD) NOLI L. GERONA, Ph.D.
Chairperson, Bids and Awards Committee

No. Qty Unit Particular

Office Supplies

1. 50 pcs Ball Pen, Black
2. 50 pcs Ball Pen, Blue
3. 10 pcs Ballpen, Red
4. 20 reams Bookpaper, short, s.20
5. 270 reams Bookpaper, A4, s.20
6. 230 reams Bookpaper, Long, s.20
7. 3 pcs Calculator, 12 digits
8. 10 boxes Clip, backfold, metal, 50mm
9. 10 boxes Clip, backfold, metal, 32mm
10. 15 boxes Clip, backfold, metal, 25mm
11. 20 boxes Clip, backfold, metal, 19mm
12. 1 pc Cork Board, 2x3
13. 30 pcs Correction Tape
14. 2 pcs Dater
15. 150 pcs Envelope, Brown, Long
16. 50 pcs Envelope, Brown, Short
17. 10 packs Envelope, Mailing, short
18. 20 packs Envelope, Mailing, long
19. 1000pcs File Folder, white, Ordinary, Long
20. 75 pcs Filing Box
21. 5 pcs Highlighter
22. 3 boxes Letter Tabblings
23. 5 pad Note Pad, stick-on, 2x3
24. 5 pad Note Pad, stick-on, 3x3
25. 5 pad Note Pad, stick-on, 3x4
26. 20 boxes Paper Clips (Big)
27. 20 boxes Paper Clips (Small)
28. 5 boxes Paper Fastener, plastic
29. 15 boxes Paper Fastener, non-rust metal
30. 15 pcs Pencil, lead w/ eraser
31. 1 pcs Pencil Sharpener, manual
32. 600 pcs Pressboard Folder, long
33. 2 pcs Puncher (Heavy Duty)
34. 3 boxes Push Pins
35. 1 box PVC Film Cover, clear, long
36. 1 box PVC Film Cover, clear, A4
37. 5 pcs Record Book, 300 pages
38. 10 pcs Ring Binder 1/2"

46. 5 pcs Scissors
 47. 15 pcs Sign Pen, Black, .4
 48. 15 pcs Sign Pen, Blue, .4
 49. 15 pcs Sign Pen, Black, .5
 50. 15 pcs Sign Pen, Blue, .5
 51. 10 pcs Sign Pen Refill, Black, .4
 52. 10 pcs Sign Pen Refill, Blue, .4
 53. 15 pcs Sign Pen, Black, retractable
 54. 15 pcs Sign Pen, Blue, retractable
 55. 10 packs Special Paper, A4
 56. 10 packs Special Paper, long
 57. 1 pcs Stamp Pad, felt
 58. 1 bot Stamping Pad Ink
 59. 3 boxes Staple Wire No. 10
 60. 15 boxes Staple Wire No. 35
 61. 2 pcs Staple Wire Remover, plier type
 62. 2 pcs Stapler, #35, heavy duty
 63. 1 pcs Stapler, long range
 64. 5 packs Sticker Paper, glossy
 65. 5 packs Sticker Paper, matte
 66. 5 pcs Tape Dispenser
 67. 15 rolls Tape, double-sided, 1"
 68. 5 rolls Tape, duct, 2"
 69. 30 rolls Tape, transparent, 1"
 70. 10 rolls Tape, transparent, 2"
 71. 15 rolls Tape, Masking, 1"
 72. 6 rolls Tape, Masking, 2"
 73. 6 rolls Tape, Packing, 2"
 74. 6 boxes Thumbtacks
 75. 6 pcs Whiteboard Marker, Black, refillable
 76. 6 pcs Whiteboard Marker, Blue, refillable
 77. 3 pcs Whiteboard Marker Ink Refill, Black
 78. 3 pcs Whiteboard Marker Ink Refill, Blue
 Printing Supplies (Printer)
 79. 10 bot Ink Refill, Epson 003, Black
 80. 6 bot Ink Refill, Epson 003, Cyan
 81. 6 bot Ink Refill, Epson 003, Magenta
 82. 6 bot Ink Refill, Epson 003, Yellow
 83. 3 bot Ink Refill, Epson 664, Black
 84. 3 bot Ink Refill, Epson 664, Cyan
 85. 3 bot Ink Refill, Epson 664, Magenta
 86. 3 bot Ink Refill, Epson 664, Yellow
 87. 3 bot Ink Refill, Epson 001, Black
 88. 2 bot Ink Refill, Epson 001, Cyan
 89. 2 bot Ink Refill, Epson 001, Magenta
 90. 2 bot Ink Refill, Epson 001, Yellow
 91. 3 cart Ink, Refill, HP 680, black
 92. 3 cart Ink, Refill, HP 680, tri-color
 93. 3 cart Ink, Refill, Canon PIXMA 741 color

Pre-bid Conference

Date	Time	Venue
21/11/2025	9:00:00 AM	ISUFST Dingle Campus Conference Room, 2nd Floor Administration Building

Created by Ma. Annalyn Darroca Soubiron

Date Created 14/11/2025

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Standard Form Number: SF-Goods-48
 Revised on: August 11, 2004

Reference Number: ITB No Infra- 25-003 (Philgeps Ref. No. 12636435)
 Name of project: Supply and Delivery of Various Office Supplies and Consumables (EPA)
 Location: ISUFST-Dingle Campus, Brgy. San Matias, Dingle, Iloilo

**BAC Resolution Declaring Lowest Calculated Responsive Bid (LCRB)
 and Recommending Approval of the Committee’s Finding**

**Resolution No. Goods-25-003
 Series of 2025**

WHEREAS, the ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-DINGLE CAMPUS advertised the Invitation to Apply for Eligibility and to Bid for the Supply and Delivery of Various Office Supplies and Consumables - Early Procurement Activity (EPA) with the Approved Budget for the Contract (ABC) in the amount of **Two Hundred Forty Thousand Pesos Only (Php 240,000.00)**, the same in the **Philippine Government Electronic Procurement System (PHILGEPs)** and conspicuous places at the premises of ISUFST Dingle Campus;

WHEREAS, a Pre-Bid Conference was held on November 21, 2025 at exactly 9:00 o’clock in the morning and as agreed that there will be a conduct of physical evaluation and inspection for the projects to ascertain that not only on documents bidder are complying but also on the project as well;

WHEREAS, in response to the said posting, three (3) bidders purchased the bidding documents but only two (2) submitted their bid proposal within the deadline set on December 4, 2025 for the project Supply and Delivery of Various Office Supplies and Consumables (EPA) namely;

1. New Iloilo Izeem Commercial Summit Inc.
2. Charles Office and School Supplies

WHEREAS, the “pass or fail” criteria were used as provided under Section 27 of the Implementing Rules and Regulations of the Republic Act 12009;

WHEREAS, two (2) bidders were declared “passed” during the opening of bids on December 4, 2025, at exactly 9:00 am., based on the preliminary examinations of bids;

BIDDERS	Bid Amount as Read	Remarks
1. New Iloilo Izeem Commercial Summit Inc.	Php 160,871.00	Passed
2. Charles Office and School Supplies	Php 217,125.00	Passed

WHEREAS, the detailed evaluation of bids conducted on December 4, 2025, at 4:00 pm., resulted in the following:

BIDDERS	Bid Price	Rank
1. New Iloilo Izeem Commercial Summit Inc.	Php 160,871.00	Rank 1 st - LCRB
2. Charles Office and School Supplies	Php 217,125.00	RANK 2 ND

WHEREAS, the Bids and Awards Committee, its Secretariats and Technical Working Group-Goods conducted a post-qualification on December 10, 2025, at 4:00 p.m., and upon careful examination, validation and verification of all the eligibility, technical and financial requirements submitted by the “**Lowest Calculated Responsive Bid**” bidder **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.**, its bid has been found responsive;

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

- a.) To declare **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.** as the **Lowest Calculated Responsive Bid (LCRB)** for the project **Supply and Delivery of Various Office Supplies and Consumables - Early**





Standard Form Number: SF-GOOD-49
 Revised on May 24, 2004

Project Reference Number:
 Contract Name :
 Location :

ITB Goods No. 25-003 (Philgeps Ref. No. 12586026)
 Supply and Delivery of Various Office Supplies and Consumables (EPA)
 ISUFST-Dingle Campus, Bgy. San Matias, Dingle, Iloilo

NOTICE OF AWARD

JAN 07 2026

Date

The Manager
 NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.
 Mabini St., Iloilo City

Dear Sir/Madame:

We hereby accept your bid for the project **Supply and Delivery of Various Office Supplies and Consumables (EPA)** and therefore, award the Contract to you, as the Bidder with the Lowest Calculated Responsive Bid (LCRB) at a total Contract Price equivalent to **One Hundred Sixty Thousand Eight Hundred Seventy-One PESOS ONLY (PHP 160,871.00)**.

You are therefore required, within ten (10) days from the receipt of this Notice of Award, to submit to us the following:

a. This Notice with your signed "conforme" thereon,	
Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
b. Cash or cashier's/manager's check issued by a Universal or Commercial Bank c. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Five percent (5%)
d. Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Thirty Percent (30%)
e. Any combination of the foregoing	Proportionate to share of form with respect to total amount of security

Your failure to comply with these requirements shall constitute a sufficient ground for the cancellation of this award and the forfeiture of your Bid Security.

Very truly yours,

DINGRAS E. BALBONA, DDM-LG
 Campus Administrator

Conforme:

Contractor/Representative

Date received: JAN 07 2026

The Head of the Procuring Entity, through the Procurement Unit/Office, immediately upon approval of the recommendation for award, shall issue the Notice of Award to the bidder with the LCRB.

Standard Form Number: SF-GOOD-56
 Revised on May 24, 2004

Project Reference Number:
 Contract Name :
 Location :

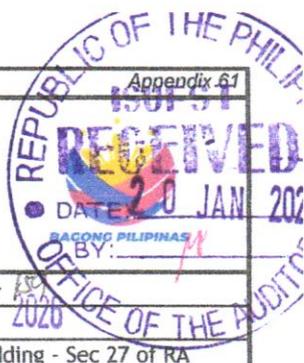
IITB Goods No. 25-003 (Philgeps Ref. No. 12586026)
 Supply and Delivery of Various Office Supplies and Consumables (EPA)
 ISUFST-Dingle Campus, Bgy. San Matias, Dingle, Iloilo





PURCHASE ORDER

ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY
Dingle, Iloilo



Supplier: **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.** P.O. No. : _____
 Address: **Mabini St., Iloilo City** Date : **15 JAN 2020**
 TIN: **737-452-086-00000** Mode of Procurement : Competitive Bidding - Sec 27 of RA

Gentlemen
Please furnish this office the following articles subject to the terms and condition contained herein:

Place of Delivery: **ISUFST- Dingle Campus** Delivery Term : **15 Calendar Days**
 Date of Delivery: **2/2/26** Payment Term: **Charged**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	Ball Pen, Black, <i>Flexstick</i>	50	5.00	250.00
	pcs	Ball Pen, Blue, <i>Flexstick</i>	50	5.00	250.00
	pcs	Ball Pen, Red, <i>Flexstick</i>	10	5.00	50.00
	reams	Bookpaper, Short, s.20, <i>Perfect Print</i>	20	167.00	3,340.00
	reams	Bookpaper, A4, s.20, <i>Perfect Print</i>	270	178.00	48,060.00
	reams	Bookpaper, long, s.20, <i>Perfect Print</i>	230	199.00	45,770.00
	pcs	Calculator, 12 digits, Two way power, <i>Casio</i>	3	278.00	834.00
	boxes	Clip, backfold, metal, 50mm, 12pcs per box, <i>TM</i>	10	58.00	580.00
	boxes	Clip, backfold, metal, 32mm, 12pcs per box, <i>TM</i>	10	24.00	240.00
	boxes	Clip, backfold, metal, 25mm, 12pcs per box, <i>TM</i>	15	17.00	255.00
	boxes	Clip,backfold, metal, 19mm, 12pcs per box, <i>TM</i>	20	12.00	240.00
	pc	Cork Board, 2x3, 2x3ft, <i>Local</i>	1	756.00	756.00
	pcs	Correction Tape, <i>TM</i>	30	16.00	480.00
	pcs	Dater, <i>HBW</i>	2	60.00	120.00
	pcs	Envelope, Brown, Long, <i>Kraft</i>	150	2.00	300.00
	pcs	Envelope, Brown, Short, <i>Kraft</i>	50	1.50	75.00
	packs	Envelope, Mailing, short, 50 per pack, <i>Classic</i>	10	28.00	280.00
	packs	Envelope, Mailing, long, 50 per pack, <i>Classic</i>	20	42.00	840.00
	pcs	File Folder, white, Ordinary, long, <i>Local System</i>	1000	4.00	4,000.00
	pcs	Filing Box, standard for 8.5x13", <i>System</i>	75	95.00	7,125.00
	pcs	Highlighter, assorted colors, <i>GT</i>	5	10.00	50.00
	boxes	Letter Tabblings, 5 sets per box, <i>Speed</i>	3	94.00	282.00
	pad	Note Pad, stick-on, 2x3, <i>DL</i>	5	10.00	50.00
	pad	Note Pad, stick-on, 3x3, <i>DL</i>	5	16.00	80.00
	pad	Note Pad, stcik-on, 3x4, <i>DL</i>	5	17.00	85.00
	boxes	Paper Clips (Big), plastic coated, <i>TM</i>	20	19.00	380.00
	boxes	Paper Clips (Small), plastic coated, <i>TM</i>	20	8.00	160.00
	boxes	Paper Fastener, plastic, <i>TM</i>	5	28.00	140.00
	boxes	Paper Fastener, non-rust metal, <i>Parro</i>	15	50.00	750.00
	pcs	Pencil, lead w/eraser, #2, <i>T-Pencil</i>	15	6.00	90.00
	pcs	Pencil Sharpener, manual, <i>TM</i>	1	278.00	278.00
	pcs	Pressboard Folder, long, expanded, color green, <i>Pr</i>	600	10.00	6,000.00

Balance forward... **122,190.00**

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:
 Signature over Printed Name of Supplier
RODOLFO ENDENCIO
 Date: **15 JAN 2020**

Very truly yours,

DINGRAS E. BALBONA, DDM-LG
 Campus Administrator
 Date: **15 JAN 2020**

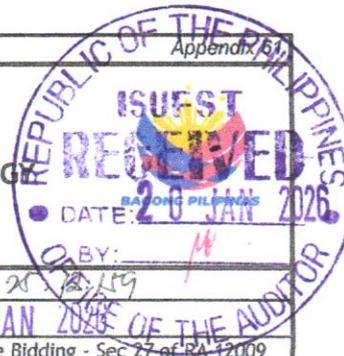
Fund Cluster: **101**
 Fund Available: **₱ 160,871**
JO ANN O. SORSANO, CPA
 Accountant II

ORS/BURS No. **02- 0110 11 - 2020 - 01 - 016**
 Date of the ORS/BURS: **19 JAN 2020**
 Amount: **160,871.00**



PURCHASE ORDER

ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY
Dingle, Iloilo



Supplier: **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.** P.O. No. : _____
 Address: **Mabini St., Iloilo City** Date : **15 JAN 2026**
 TIN: **737-452-086-00000** Mode of Procurement : Competitive Bidding - Sec 27 of RA 7209

Gentlemen
 Please furnish this office the following articles subject to the terms and condition contained herein:

Place of Delivery: **ISUFST- Dingle Campus** Delivery Term : **15 Calendar Days**
 Date of Delivery: **2/2/26** Payment Term: **Charged**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Balance forward...					122,190.00
	pcs	Puncher (Heavy Duty), <i>TM</i>	2	156.00	312.00
	boxes	Push Pins, 100 pc, Pbox, <i>TM</i>	3	28.00	84.00
	box	PVC Film Cover, clear, long, 100pcs per box, <i>TM</i>	1	467.00	467.00
	box	PVC Film Cover, clear, A4, 100pcs per box, <i>TM</i>	1	389.00	389.00
	pcs	Record Book, 300 pages, <i>Valiant</i>	5	50.00	250.00
	pcs	Ring Binder 1/2", color black, <i>Local</i>	10	12.00	120.00
	pcs	Ring Binder 3/4", color black, <i>Local</i>	10	20.00	200.00
	pcs	Ring Binder 1", color black, <i>Local</i>	10	33.00	330.00
	pcs	Ring Binder 1 1/2", color black, <i>Local</i>	10	46.00	460.00
	pcs	Ring Binder 2", color black, <i>Local</i>	10	54.00	540.00
	pcs	Ring Binder 3", color black, <i>Local</i>	5	54.00	270.00
	boxes	Rubber Band, #18, 100pcs per box, <i>Brite</i>	2	134.00	268.00
	pcs	Ruler 12", <i>Plastic Joy</i>	2	5.00	10.00
	pcs	Scissors, length 6 inches, plastic handle, <i>TM</i>	5	27.00	135.00
	pcs	Sign Pen, Black, 0.4, <i>Dong-A</i>	15	29.00	435.00
	pcs	Sign Pen, Blue, 0.4, <i>Dong-A</i>	15	29.00	435.00
	pcs	Sign Pen, Black, 0.5, <i>Panda</i>	15	10.00	150.00
	pcs	Sign Pen, Blue, 0.5, <i>Panda</i>	15	10.00	150.00
	pcs	Sign Pen, Refill, Black, 0.4, <i>Dong-A</i>	10	19.00	190.00
	pcs	Sign Pen, Refill, Blue, 0.4, <i>Dong-A</i>	10	19.00	190.00
	pcs	Sign Pen, Black, retractable, <i>Pilot</i>	15	52.00	780.00
	pcs	Sign Pen, Blue, retractable, <i>Pilot</i>	15	52.00	780.00
	packs	Special Paper, A4, 10pcs per pack, <i>Worx</i>	10	27.00	270.00
	packs	Special Paper, long, 10pcs per pack, <i>Worx</i>	10	27.00	270.00
	pcs	Stamp Pad, felt, color violet, <i>Joy HI</i>	1	46.00	46.00
	bot	Stamping Pad Ink, color violet, <i>Joy</i>	1	14.00	14.00
	boxes	Staple Wire No. 10, <i>Prince</i>	3	6.00	18.00
	boxes	Staple Wire No. 35, <i>MGK</i>	15	23.00	345.00
	pcs	Staple Wire Remover, plier type, steel, <i>Joy</i>	2	48.00	96.00
	pcs	Stapler, #35, heavy duty, <i>TM</i>	2	89.00	178.00
Balance forward...					130,372.00

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: _____
 Signature over Printed Name of Supplier

 Date

Very truly yours, _____
DINGRAS E. BALBONA, DDM-LG
 Campus Administrator
 15 JAN 2026

Fund Cluster: 101
 Fund Available: ₱ 160,871
JO ANN O. SORSANO, CPA
 Accountant II

ORS/BURS No. 02-011011-2024-01-010
 Date of the ORS/BURS 9
 Amount: 160,871.00



PURCHASE ORDER

ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY
Dingle, Iloilo



Supplier: NEW ILOILO IZEEM COMMERCIAL SUMMIT INC. P.O. No. : 20.12
 Address: Mabini St., Iloilo City Date : 15 JAN 2026
 TIN: 737-452-086-00000 Mode of Procurement : Competitive Bidding - Sec 27 of RA 12009

Gentlemen
Please furnish this office the following articles subject to the terms and condition contained herein:

Place of Delivery: ISUFST- Dingle Campus Delivery Term : 15 Calendar Days
 Date of Delivery: 2/2/26 Payment Term: Charged

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<i>Balance forward...</i>					130,372.00
	pcs	Stapler, long range, long arm/long reach, 12 inches, <i>Joy</i>	1	268.00	268.00
	packs	Sticker Paper, glossy, 10pcs per pack, <i>Local</i>	5	36.00	180.00
	packs	Sticker Paper, matte, 10pcs per pack, <i>MGK</i>	5	50.00	250.00
	pcs	Tape Dispenser, <i>TM</i>	5	107.00	535.00
	rolls	Tape, double-sided, 1", <i>Olympic</i>	15	22.00	330.00
	rolls	Tape, duct, 2", <i>Armak</i>	5	100.00	500.00
	rolls	Tape, transparent, 1", <i>Armak</i>	30	18.00	540.00
	rolls	Tape, transparent, 2", <i>Armak</i>	10	28.00	280.00
	rolls	Tape, masking, 1", <i>Olympic</i>	15	13.00	195.00
	rolls	Tape, masking, 2", <i>Olympic</i>	6	25.00	150.00
	rolls	Tape, packing 2", <i>Armak</i>	6	28.00	168.00
	boxes	Thumbtacks, <i>Mitsuya</i>	6	12.00	72.00
	pcs	Whiteboard Marker, Black, refillable, <i>HBW</i>	6	25.00	150.00
	pcs	Whiteboard Marker, Blue, refillable, <i>HBW</i>	6	25.00	150.00
	pcs	Whiteboard Marker Ink Refill, Black, <i>Pilot</i>	3	119.00	357.00
	pcs	Whiteboard Marker Ink Refill, Blue, <i>Pilot</i>	3	119.00	357.00
Printing Supplies (Printer)					
	bot	Ink Refill, Epson 003, Black, <i>Epson</i>	10	328.00	3,280.00
	bot	Ink Refill, Epson 003, Cyan, <i>Epson</i>	6	359.00	2,154.00
	bot	Ink Refill, Epson 003, Magenta, <i>Epson</i>	6	359.00	2,154.00
	bot	Ink Refill, Epson 003, Yellow, <i>Epson</i>	6	359.00	2,154.00
	bot	Ink Refill, Epson 664, Black, <i>Epson</i>	3	348.00	1,044.00
	bot	Ink Refill, Epson 664, Cyan, <i>Epson</i>	3	359.00	1,077.00
	bot	Ink Refill, Epson 664, Magenta, <i>Epson</i>	3	359.00	1,077.00
	bot	Ink Refill, Epson 664, Yellow, <i>Epson</i>	3	359.00	1,077.00
	bot	Ink Refill, Epson 001, Black, <i>Epson</i>	3	534.00	1,602.00
	bot	Ink Refill, Epson 001, Blue, <i>Epson</i>	2	350.00	700.00
	bot	Ink Refill, Epson 001, Magenta, <i>Epson</i>	2	350.00	700.00
	bot	Ink Refill, Epson 001, Yellow, <i>Epson</i>	2	350.00	700.00
	cart	Ink Refill, HP 680, black, <i>HP</i>	3	667.00	2,001.00
	cart	Ink Refill, HP 680, tri-color, <i>HP</i>	3	667.00	2,001.00
	cart	Ink Refill, Canon PIXMA 741 color, <i>Canon</i>	3	1,432.00	4,296.00

Amount in Words: ONE HUNDRED SIXTY THOUSAND EIGHT HUNDRED SEVENTY-ONE PESOS ONLY **160,871.00**

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: *[Signature]*
RODWIN ENDRAN
 Signature over Printed Name of Supplier

 Date

Very truly yours, *[Signature]*
DINGRAS E. BALBONA, DDM-LG
 Campus Administrator
15 JAN 2026

Fund Cluster 101
 Fund Available ₱ 160,871
JO ANN O. SORSANO, CPA
 Accountant II

ORS/BURS No. 02-011611-2026-01-010
 Date of the ORS/BURS 19 JAN 2026
 Amount: 160,871.00





CONTRACT AND AGREEMENT
FOR THE PROJECT: ITB Goods NO.25-003 (EPA)
(Philgeps Reference No. 12586026)

SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES
EARLY PROCUREMENT ACTIVITY (EPA)

KNOW ALL MEN BY THESE PRESENTS:

This Contract/Agreement made and entered into this 15 JAN 2026 at ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-Dingle Campus, Iloilo Philippines, herein called the "ENTITY" of the one part and NEW ILOILO IZEEM COMMERCIAL SUMMIT INC. of Mabini St., Iloilo City herein called as the "SUPPLIER" of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly of the project SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES (EPA) and has accepted a Bid by the Supplier for the supply of those good and services in the sum of One Hundred Sixty Thousand Eight Hundred Seventy-One Pesos Only (Php 160,871.00) herein called the 'Contract Price'.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expression shall have the same meanings as are respectively assigned in the Condition of Contract referred to;
2. The following documents are required by the 2025 Implementing Rules and Regulations of the Republic Act 12009 shall deemed to form and to be read and construed as integral part of this Agreement, viz:
 - I. Philippine Bidding Documents (PDS);
 - i.) Schedule of Requirement;
 - ii.) Technical Specifications;
 - iii.) General and Special Conditions of the 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 statement 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 Order and Warranty Security, shall likewise form of the Contract.

MARY GLOW DIDELES
Authorized Representative/ New Iloilo
Izeem Commercial Summit Inc.

AURELIO D. ESMEDIANA, JR., D.R. DEVS.
BAC Vice Chairperson

NOLI L. GERONA, Ph.D.
BAC Chairperson

JO ANN O. SORSANO, CPA
Accountant II

DINGRAS E. BALBONA, DDM.-LG
Campus Administrator





3. In consideration for the sum of **One Hundred Sixty Thousand Eight Hundred Seventy-One Pesos Only (Php 160,871.00)** or such other sums as by ascertained **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.** agrees to provide the items for the project **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMBLES (EPA)** in accordance with his/her its Bid.

4. The **ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-DINGLE CAMPUS** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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.

GOVERNMENT OF THE REPUBLIC OF
THE PHILIPPINES
ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE
AND TECHNOLOGY-DINGLE CAMPUS DINGLE, ILOILO

NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.

(Party of the First Part)
By

(Party of the Second Part)
By


DINGRAS E. BALBONA, DDM-LG
Campus Administrator


MARY GLOW DIDELES
Authorized Representative

WITNESS:


NOLI L. GERONA, Ph.D.
BAC Chairperson


AURELIO D. ESMEDIANA, JR., D.R. DEVS.
BAC Vice Chairperson

FUNDS AVAILABLE:


JO ANN O. SORSANO, CPA
Accountant II

APPROVED this 15 day of JAN 2026 in ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-DINGLE CAMPUS, DINGLE, ILOILO





MARY GLOW DIDELES
 Authorized Representative/ New Iloilo
 Izeem Commercial Summit Inc.

REPUBLIC OF THE PHILIPPINES)
 PROVINCE OF ILOILO)ss

ACKNOWLEDGEMENT

BEFORE ME, a Notary Public for and in the above jurisdiction, this 15 JAN 2026 Personally appeared the following persons presenting and exhibiting their respective identifications (IDs) bearing their respective photos and specimen signature as indicated below:

NAMES	TYPES OF IDENTIFICATION	ID No.	PLACE OF ISSUE	DATE OF ISSUE
DR. DINGRAS E. BALBONA	Phil. Identification Card	5700-0318-7448-2474	Dingle, Iloilo	Nov. 24, 2025
MARY GLOW DIDELES	TID	395-768-052-0977	Iloilo City	Jan. 11, 2021

Know to me and to known the same persons who executed the foregoing Agreement with which they acknowledge before me to be their free, voluntary act and deed consisting of 3 (three) pages including the page on which this Acknowledgement is written, signed by the Parties and their instrumental witnesses and every page hereof and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date and place first above written.

Doc No.: 336
 Book No.: 69
 Page No.: 14
 Series of 2025

ATTY. EDUARDO A. DURO
 NOTARY PUBLIC CITY AND PROVINCE OF ILOILO
 LACSON BUILDING, CALASANZ STREET,
 PLAZA LIBERTAD, ILOILO CITY
 NOTARIAL COMMISSION REG. NO. 284
 UNTIL DECEMBER 31, 2026
 ROLL OF ATTORNEY NO. 67032
 PTR NO. 9155036 / 01-05-2025 : ILOILO CITY
 IBPR NO. INV 543924 / 05-21-2025 : ILOILO CITY
 MCLE EXEMPTION NO. VII-BEP 003807 / PASIG CITY

AURELIO D. ESMEDIANA, JR., D.R. DEVS.
 BAC Vice Chairperson

MOLIE GERONA, Ph.D.
 BAC Chairperson

JO ANN O. SORSANO, CPA
 Accountant II

DINGRAS E. BALBONA, DDM-LG
 Campus Administrator





NOTICE TO PROCEED

JAN 19 2026
Date

The Manager
NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.
Mabini St., Iloilo City

Dear Sir/Madame:

The attached Contract Agreement/Purchase Order having been approved, notice is hereby given **NEW ILOILO IZEEM COMMERCIAL SUMMIT INC.** on the procurement project **Supply and Delivery of Various Office Supplies and Consumables (EPA)**, you are now hereby notified to complete the contract within **Fifteen (15) Calendar Days** which shall commence effectively from the date of signing of "Notice to Proceed".

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 Iloilo State University of Fisheries Science and Technology-Dingle Campus.

Very truly yours,

DINGRAS E. BALBONA, DDM-LG
Campus Administrator

I acknowledge receipt of this Notice on: JAN 19 2026

Name of Representative of the Bidder: RODGEN ENDENIA

Authorized Signature:

The Head of the Procuring Entity, through the Procurement Unit/Office, immediately upon approval of the recommendation for award, shall issue the Notice to Proceed to the bidder with the LCRB.





PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Award Notice Abstract (Ref No.: 5960972)

Status: In-Preparation

<p>Reference Number: 12586026</p> <p>Control Number: ITB NO. GOODS - EPA 25-003</p> <p>Bid Notice Title: SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES-EARLY PROCUREMENT ACTIVITY (EPA)</p> <p>Approved Budget: Php240,000.00</p> <p>Procurement Mode: Public Bidding</p> <p>Classification: Goods</p> <p>Category: Office Equipment Supplies and Consumables</p> <p>Applicable Procurement Rules: Implementing Rules and Regulations</p> <p>Funding Source: Government of the Philippines (GOP)</p> <p>Funding Instrument: General Appropriations Act</p> <p>Area of Delivery: Iloilo</p> <p>Delivery Period: 15 Day/s</p> <p>Contact Person: Ma. Annalyn Soubiron</p> <p>Created By: Ma. Annalyn Soubiron</p>	<p>ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY- DINGLE CAMPUS San Matias Dingle Iloilo, Region VI, Philippines Office Supplies and Materials</p> <p>Awardee : NEW ILOILO IZEEM COMMERCIAL SUMMIT INC. Address : MABINI STREET, ILOILO CITY Iloilo City Iloilo, Region VI, Philippines</p> <p>Contact Person : REGINNE DEMAULO AWYONG</p> <p>Designation : CHIEF FINANCE OFFICER</p>	<p>Award Type: Award Notice</p> <p>Contract Amount: Php160,871.00</p> <p>Award Date: 07-Jan-2026</p> <p>Publish Date:</p> <p>Date Last Updated: 28-Jan-2026</p> <p>Created By: Ma. Annalyn Darroca Soubiron</p> <p>Date Created: 28-Jan-2026</p> <p>Approver:</p> <p>View Documents: 0</p>						
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<p>Reason for Award : LCRB</p>								



PhilGEPS

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Award Notice Abstract (Ref No.: 5960972)

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Procurement Opportunities

Award Notice Abstract (Ref No.: 5960972)

Status: Updated

<p>Reference Number: 12586026</p> <p>Control Number: ITB NO. GOODS - EPA 25-003</p> <p>Bid Notice Title: SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES AND CONSUMABLES-EARLY PROCUREMENT ACTIVITY (EPA)</p> <p>Approved Budget: Php240,000.00</p> <p>Procurement Mode: Public Bidding</p> <p>Classification: Goods</p> <p>Category: Office Equipment Supplies and Consumables</p> <p>Applicable Procurement Rules: Implementing Rules and Regulations</p> <p>Funding Source: Government of the Philippines (GOP)</p> <p>Funding Instrument: General Appropriations Act</p> <p>Area of Delivery: Iloilo</p> <p>Delivery Period: 15 Day/s</p> <p>Contact Person: Ma. Annalyn Soubiron</p> <p>Created By: Ma. Annalyn Soubiron</p>	<p>ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY- DINGLE CAMPUS San Matias Dingle Iloilo, Region VI, Philippines Office Supplies and Materials</p> <p>Awardee : NEW ILOILO IZEEM COMMERCIAL SUMMIT INC. Address : MABINI STREET, ILOILO CITY Iloilo City Iloilo, Region VI, Philippines</p> <p>Contact Person : REGINNE DEMAULO AWYONG</p> <p>Designation : CHIEF FINANCE OFFICER</p>	<p>Award Type: Award Notice</p> <p>Contract Amount: Php160,871.00</p> <p>Award Date: 07-Jan-2026</p> <p>Publish Date: 28-Jan-2026</p> <p>Date Last Updated: 28-Jan-2026</p> <p>Contract Number: ITB GOODS NO. 25-003</p> <p>Proceed Date: 19-Jan-2026</p> <p>Contract Effectivity Date: 19-Jan-2026</p> <p>Contract End Date: 02-Feb-2026</p> <p>Created By: Ma. Annalyn Darroca Soubiron</p> <p>Date Created: 28-Jan-2026</p> <p>Approver:</p> <p>View Documents: 5</p>						
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