



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF JUSTICE  
**OFFICE OF THE GOVERNMENT CORPORATE COUNSEL**  
3rd Floor MWSS Administration Building, Katipunan Road  
Balara, Quezon City  
Tel. Nos. 927-0030 / 920-7477 • Fax No. 436-4405  
www.ogcc.gov.ph  
info@ogcc.gov.ph

## NOTICE OF AWARD

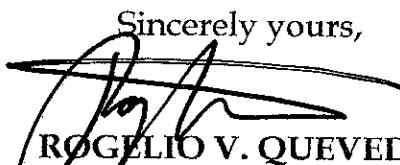
28 November 2023

**MS. MYLENE L. PALALAY**  
*Government Sales Supervisor Affiant*  
**Business Machines Corporation**  
Carson Bldg., 1888 Orense St.,  
Guadalupe, Nuevo,  
Makati City


Dear Ms. Palalay:

We are pleased to inform you that Business Machines Corporation's quotation for the **"ONE (1) LOT SUPPLY AND DELIVERY OF VARIOUS SEMI-EXPENDABLE OFFICE EQUIPMENT"** with a Total Contract Price of **Two Hundred Eighty-Six Thousand Eight Hundred Sixty Pesos (PhP286,860.00)** inclusive of appropriate taxes and fees has been determined as the lowest calculated and responsive quotation, and is hereby **ACCEPTED**.

Sincerely yours,

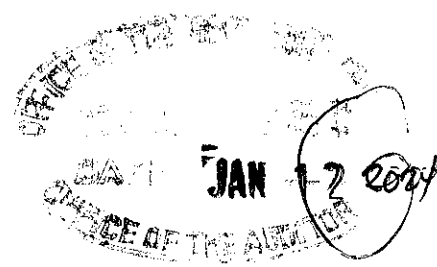
  
**ROGELIO V. QUEVEDO**  
Government Corporate Counsel  
*me*

Conforme:

  
**MS. MYLENE L. PALALAY**  
*Government Sales Supervisor Affiant*  
**Business Machines Corporation**  
Carson Bldg., 1888 Orense St.,  
Guadalupe, Nuevo,  
Makati City

Date Received: Dec. 20, 2023

..... committed to uphold justice  
under the rule of law



REPÚBLICA DE LAS FILIPINAS  
DEPARTAMENTO DE JUSTICIA  
**OFICE OF THE GOVERNMENT CORPORATE COUNSEL**  
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## CONTRACT

THIS CONTRACT made this 28<sup>th</sup> day of November 2023 between the **Office of the Government Corporate Counsel (OGCC)**, represented by the Head of the Procuring Entity, **Government Corporate Counsel Rogelio V. Quevedo** and **Business Machines Corporation**, represented by **Ms. Mylene L. Palalay**, duly authorized for this purpose;

**WHEREAS**, OGCC requested quotations for the **One (1) Lot Supply and Delivery of Various Semi-expendable Office Equipment** and has accepted the quotation of **Business Machines Corporation** for the performance of such service in the sum of **Two Hundred Eighty-Six Thousand Eight Hundred Sixty Pesos (PhP286,860.00)** (hereinafter called "the Contract Price").

**WHEREFORE**, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. In this Contract, words and expressions shall have the same meanings as are respectively assigned to them in the Terms of Reference (TOR) and the Request for Quotation (RFQ) referred to.
2. The following documents shall be deemed to form and be read and construed as an integral part of this Contract, *viz.*:
  - i. RFQ and TOR;
  - ii. Business Machines Corporation's quotation, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;
  - iii. Notice of Award of Contract and Business Machines Corporation's conforme thereto; and
  - iv. Other contract documents that may be required by existing laws and/or the OGCC. Business Machines Corporation 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 of the Contract Price, Business Machines Corporation agrees to perform the supply and delivery of one (1) lot various semi-expendable office equipment in accordance with its quotation and the TOR.
4. The OGCC agrees to pay the above-mentioned sum in accordance with the terms of the RFQ.

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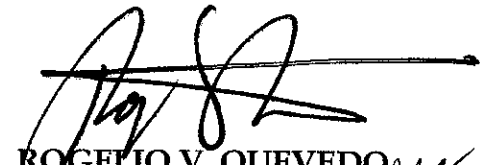
IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.


**OFFICE OF THE GOVERNMENT  
CORPORATE COUNSEL**

**BUSINESS MACHINES  
CORPORATION**

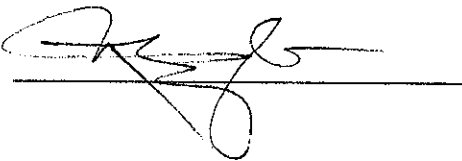
By:

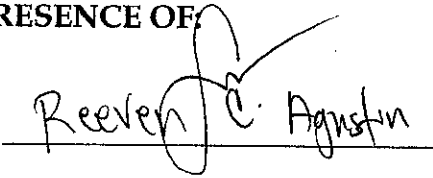
By:

  
**ROGELIO V. QUEVEDO**  
Government Corporate Counsel  
Head of the Procuring Entity

  
**MS. MYLENE L. PALALAY**  
Authorized Representative

**SIGNED IN THE PRESENCE OF**



  
Reeven C. Agustin

**ACKNOWLEDGMENT**

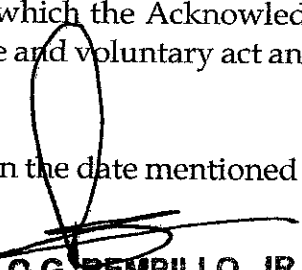
**BEFORE ME**, a Notary Public for and in **MAKATI CITY**, on this **JAN 09 2024** personally appeared:

Name	Competent Evidence of Identity	Date and Place of Issue
ROGELIO V. QUEVEDO	OGCC ID 001	
MYLENE L. PALALAY	Tax Payer Identification Card 296-549-310-000	30 July 2010, Lucena City

known to me and to me known to be the same persons who executed the foregoing Contract, consisting of three pages, including this page on which the Acknowledgment is written, and acknowledged to me that the same is their free and voluntary act and deed and that of the entities they each represent.

**WITNESS MY HAND AND SEAL** in the place and on the date mentioned above.

Doc. No.: 90  
Page No.: 18  
Book No.: 01  
Series of 2023.

  
**MARCELO G. REMPILO, JR.**  
Notary Public  
Until December 31, 2024  
PTR No. 9567733 - 01/04/2023  
IBP No. 273253 - 01/06/2023  
Roll No. 38677  
MCLE Compliance No. VII - 0019048 - 04/14/2025  
3rd Floor, D'Mets Building, 5004 P. Burgos Street,  
Poblacion, 1210 Makati City  
Appointment No. M-251 / Makati City  
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## NOTICE TO PROCEED

29 November 2023

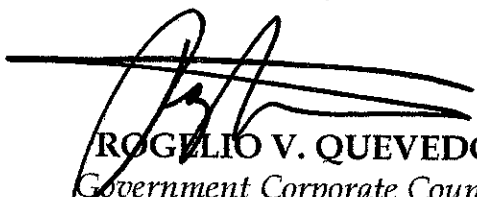
**MS. MYLENE L. PALALAY**  
*Government Sales Supervisor Affiant*  
**Business Machines Corporation**  
Carson Bldg., 1888 Orense St.,  
Guadalupe, Nuevo,  
Makati City

Dear Ms. Palalay:


Notice is hereby given to Business Machines Corporation to commence with the **"One (1) LOT SUPPLY AND DELIVERY OF VARIOUS SEMI-EXPENDABLE OFFICE EQUIPMENT"** according to the terms and conditions of the approved purchase order/ contract, within fifteen (15) calendar days upon receipt of this notice.

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 the **OFFICE OF THE GOVERNMENT CORPORATE COUNSEL**.

Sincerely yours,

  
**ROGELIO V. QUEVEDO**  
*Government Corporate Counsel*

I acknowledge receipt of this Notice on Dec. 20, 2023  
Name of the Representative of the Bidder: **MS. MYLENE L. PALALAY**

Authorized Signature: 

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under the rule of law