



# Santa Maria WATER DISTRICT

August 18, 2023

PROC-BCR-2023-08-115 <sup>ok</sup>

**BAC RESOLUTION RECOMMENDING AWARD FOR THE PROJECT:  
PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER  
DISTRICT (SMWD)  
Reference No. SMWD-PB2023-G-07-010**

WHEREAS, the Santa Maria Water District BAC through the BAC secretariat has published In PhilGeps and SMWD's website an invitation to Bid for the above stated project for the period July 14-20, 2023. The same invitation was also sent to three (3) observers such as Commission on Audit (COA), Soroptomist International of Santa Maria, and Bulacan Chamber of Commerce and Industry. The invitation was also posted in the Digital Bulletin Board of the Santa Maria Water District's office on the same period;

WHEREAS, in response to the said invitation, only one (1) prospective bidder bought and submitted bidding documents. The bidding documents are properly sealed and marked as instructed in the Instruction to Bidders Section 15 of the Bidding Documents. The bidder submitted the documents prior to the closing date and time of submission;

WHEREAS, opening of bids was done as scheduled at 1:00PM of August 8, 2023. The eligibility and technical documents were thoroughly checked using the pass/failed criteria. The documents were found to be complete and in order so the bidder was proclaimed eligible and the BAC proceeded in opening the financial component envelope of the bidder. The bid price was read out as follows:

Bidder Identification/Name	Bid as Read Amount (₱)
TOYOTA MARILAO BULACAN, INC.	₱ 2,578,800.00
***nothing follows***	

WHEREAS, Bid Evaluation was conducted and the BAC found no discrepancy on the detailed bid against the total bid amount submitted by the bidder as shown in the price schedule;

WHEREAS, on August 16, 2023, being proclaimed as the single calculated bid, TOYOTA MARILAO BULACAN, INC. has undergone Post Qualification process. Careful examination, validation and verification of all the original eligibility, technical and financial documents were done by the BAC. The actual unit was checked and was proven to be compliant with technical specifications. The additional documents required in the bidding documents were also submitted by the bidders;

JWC

WHEREAS, TOYOTA MARILAO BULACAN, was declared to have passed the Post Qualification process and was certified to be legally, technically and financially capable to deliver the four (4) units brand new motor vehicles described in the Schedule of Requirements and on the date stated in the Delivery Schedule;

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

- a) To declare **TOYOTA MARILAO BULACAN** with business address at Lot 1505 Mc Arthur Highway, Abangan, Marilao, Bulacan as the Bidder whose bid is the Single Calculated and Responsive Bid

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# Santa Maria

WATER DISTRICT

for the project, PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD) and to recommend the contract award in the amount of **Two Million Five Hundred Seventy-Eight Thousand Eight Hundred Pesos (₱2,578,800.00)**.

- b) To recommend for approval by the General Manager of the Santa Maria Water District the foregoing findings.

RESOLVED, at the Santa Maria Water District's Office, Santa Maria, Bulacan, this 18th day of August 2023.

Sgd.  
Engr. Edgardo E. Dela Torre Jr.  
BAC Member-Technical

Sgd.  
Mary Diana S. Dela Cruz, CPA  
BAC Member-Financial

Sgd.  
Mark Lackie D.J. Porciuncula  
BAC Member-Legal

Sgd.  
Ginabelle G. Datolayta  
BAC Member-Technical

Sgd.  
**Maria Leonora S. Romarate**  
BAC Chairperson

Approved by:

Sgd.  
**Engr. Carlos N. Santos, Jr.**  
**General Manager**

Date approved: \_\_\_\_\_

page 2 of 2

/csf



# Santa Maria WATER DISTRICT

## NOTICE OF AWARD NOA-PB-2023-08-013

August 22, 2023

MR. GEMILLE R. CARREON  
Authorized Representative  
TOYOTA MARILAO BULACAN, **INC.**  
Lot 1505 Mc Arthur Highway  
Abangan, Marilao, Bulacan

**Re: PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD)**

Reference No. SMWD-PB2023-G-07-010

Dear Mr. Carreon,

We are happy to inform you of the award in favor of **TOYOTA MARILAO BULACAN**. for the project stated above per SMWD BOD Resolution No. 60, Series of 2023, dated August 22, 2023 in the amount of Pesos: **TWO MILLION FIVE HUNDRED SEVENTY EIGHT THOUSAND EIGHT HUNDRED PESOS (PhP2,578,800.00)**.

Accordingly, to guarantee your faithful performance under the contract, please submit to us within a maximum period of ten (10) calendar days from receipt of this Notice of Award (NOA), a performance security posted in favor of the Santa Maria Water District in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security
Cash or Cashier's/Manager's Check	5% of the Contract Price
Bank draft/guarantee or irrevocable letter of credit	5% of the Contract Price
Surety Bond	30% of the Contract Price

Within the same ten (10) calendar-day period from receipt of this NOA and upon submission of the performance security, you or your duly authorized representative (covered with such authority) is also to sign and date the attached contract and return it to the Santa Maria Water District Office. The posting of the performance security shall in no case later than the signing of the contract.

Failure to comply with the abovementioned requirement shall constitute sufficient ground for the annulment of this award and forfeiture of your bid security.

An official Notice to Proceed will be issued within seven (7) calendar days from signing of the Contract.

Very truly yours,

Sgd.

**ENGR. CARLOS N. SANTOS, JR.**  
General Manager

**Received By:**

Printed Name: MR. GEMILLE R. CARREON

Signature: \_\_\_\_\_ Sgd.

Date and Time: Aug. 24, 2023



# Santa Maria

WATER DISTRICT

## NOTICE TO PROCEED

NTP-PB-2023-08-012

August 29, 2023

MR. GEMILLE R. CARREON  
Authorized Representative  
TOYOTA MARILAO BULACAN, INC.  
Lot 1505 Mc Arthur Highway  
Abangan, Marilao, Bulacan

Dear Mr. Carreon,

The attached Contract Agreement having been approved, notice is hereby given to **TOYOTA MARILAO BULACAN, INC.** that the work may commence for the project, "**PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD)**" effective upon the receipt of this Notice.

Moreover, you shall be responsible for the execution and completion of the project under the terms and conditions of our Contract.

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 SMWD BAC.

Very truly yours,

Sgd.  
**ENGR. CARLOS N. SANTOS, JR.**  
General Manager

I acknowledge receipt of this Notice on:

Name of the Representative of the Bidder:

Authorized Signature:

08/29/23  
MR. GEMILLE R. CARREON  
Sgd.



# Santa Maria

WATER DISTRICT

## CONTRACT AGREEMENT

CA-2023-08-016

**PROJECT: PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD)**

THIS AGREEMENT, made this 24<sup>th</sup> day of August 2023 between **SANTA MARIA WATER DISTRICT** and **TOYOTA MARILAO BULACAN, INC.**

### KNOW ALL MEN BY THESE PRESENTS:

**SANTA MARIA WATER DISTRICT**, a Government Owned and Controlled Corporation (GOCC) duly organized and existing under and by virtue of Presidential Decree No. 198, as amended, with principal office address at No. 302 J.P Rizal St., Poblacion, Santa Maria, Bulacan, represented by its General Manager, **ENGR. CARLOS N. SANTOS, JR.**, duly authorized for this purpose, hereinafter called the **ENTITY**.

And -

**TOYOTA MARILAO BULACAN, INC.**, a duly organized and existing entity under and by virtue of the laws of the Republic of the Philippines, with principal office address at Lot 1505 Mc Arthur Highway, Abangan, Marilao, Bulacan, represented by its Authorized Representative, **GEMILLE R. CARREON**, hereinafter called the **SUPPLIER**.

### WITNESSETH:

WHEREAS, in response to the **ENTITY**'s Invitation to Bid, the **SUPPLIER** submitted its bid to the Procuring Entity to deliver **FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD)**;

WHEREAS, the bid of the **SUPPLIER** is the **Single Calculated and Responsive Bid**;

WHEREAS, the Entity is desirous that the Supplier execute the project, "**PROCUREMENT OF FOUR (4) UNITS BRAND NEW MOTOR VEHICLES FOR SANTA MARIA WATER DISTRICT (SMWD)**" (hereinafter called "the Goods") and the Entity has accepted the Bid and award the contract for **TWO MILLION FIVE HUNDRED SEVENTY-EIGHT THOUSAND EIGHT HUNDRED PESOS (₱2,578,800.00)** inclusive of taxes by the Supplier for the supply and delivery of such Goods and the remedying of any defects therein.

### 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 hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as 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





# Santa Maria

WATER DISTRICT

- 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 Two Million Five Hundred Seventy-Eight Thousand Eight Hundred Pesos (₱2,578,800.00) or such other sums as may be ascertained, TOYOTA MARILAO BULACAN, INC., agrees to provide the Four (4) units Brand New Motor Vehicles for Santa Maria Water District (SMWD) in accordance with his/her/its Bid.
4. The SANTA MARIA WATER DISTRICT agrees to pay the above-mentioned sum in accordance with the terms of the bidding.
5. This Contract Agreement shall take effect upon signing and sealed by both parties until the Issuance of Certificate of Completion by the Procuring Entity.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

PROCURING ENTITY

SUPPLIER

**SANTA MARIA WATER DISTRICT**

**TOYOTA MARILAO BULACAN, INC.**

By:

By:

Sgd.

Sgd.

**ENGR. CARLOS N. SANTOS, JR.**  
*General Manager*

**MR. GEMILLE R. CARREON**  
*Authorized Representative*

SIGNED IN THE PRESENCE OF:

Sgd.

Sgd.

**Ms. AMELIA S. DE JESUS**  
Chairperson, SMWD Board of Directors

**MS. MARIA LEONORA S. ROMARATE**  
Chairperson, SMWD Bids and Awards Committee



# Santa Maria

WATER DISTRICT

REPUBLIC OF THE PHILIPPINES)  
PROVINCE OF BULACAN ) S.S.  
MUNICIPALITY OF SANTA MARIA)

**AUG 29 2023**

BEFORE ME, this \_\_\_\_ day of August, 2023 personally appeared:

Name	ID
MR. GEMILLE R. CARREON	TIN NO. 008-269-460-000
ENGR. CARLOS N. SANTOS JR.	TIN NO. 163-672-791-000

Who made known to me that they are the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free and voluntary act and deed as well as that of the entities they respectively represent.

This instrument refers to a CONTRACT AGREEMENT, consisting of three (3) pages, each of which is duly signed by the parties to the instrument and those of the witnesses and sealed with the notarial seal

WITNESS MY HAND AND SEAL on the day, year and place first above written.

Doc. No. 401  
Page No. 82  
Book No. 10  
Series of 2023

*[Handwritten Signature]*

**ATTY. REYNALDO G. TANTI**  
 NOTARY PUBLIC  
 UNTIL DECEMBER 31, 2023  
 SRD UNIT 2ND FLOOR MAXFEL BLDG  
 J.C DE JESUS STREET, POBLACION  
 SANTA MARIA, BULACAN  
 PTR NO. 0001098005 01-03-2023  
 IBP NO. 155640 01-29-21  
 ROLL NO. 41600  
 ACFE COMPLIANCE VII NO. 0002641 02-29-21  
 DMC 64 - MR - 2021