



# Santa Maria WATER DISTRICT

## NOTICE TO PROCEED NTP-PB-2024-12-012

Date: January 3, 2025

Mr. Timothy Dexter A. Ocampo  
Authorized Representative  
CRL ENVIRONMENTAL CORPORATION  
Bldg. 2 Berthaphil Compound 1  
Jose Abad Santos Avenue  
Clark Freeport Zone, Pampanga

Dear Mr. Ocampo,

The attached Contract Agreement having been approved, notice is hereby given to **CRL ENVIRONMENTAL CORPORATION** that the work may commence on the project, "EARLY PROCUREMENT ACTIVITY FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025 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: 01-03-2025  
Name of the Representative of the Bidder: MR. TIMOTHY DEXTER A. OCAMPO  
Authorized Signature: Sgd.



# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD NOA-PB-2024-12-012

December 20, 2024

Mr. Timothy Dexter A. Ocampo  
Authorized Representative  
CRL ENVIRONMENTAL CORPORATION  
Bldg. 2 Berthaphil Compound 1  
Jose Abad Santos Avenue  
Clark Freeport Zone, Pampanga

**Re: Early Procurement Activity for the Procurement of Services for Microbiological Water Test and Physical/Chemical Analysis of Water Samples for the Year 2025**

Reference No. PB2024-SMWD-S-10-011

Dear Mr. Ocampo,

We are happy to inform you of the award in favor of **CRL ENVIRONMENTAL CORPORATION**. for the project stated above per SMWD BOD Resolution No. 2024-\_\_\_, Series of 2024, dated December 20, 2024 in the amount of Pesos: **NINE HUNDRED FIFTEEN THOUSAND PESOS (P915,000.00)**.

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. TIMOTHY DEXTER A. OCAMPO

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

Date and Time: 12-23-2024



# Santa Maria WATER DISTRICT

December 10, 2024  
PROC-BCR2024-12-20

**BAC RESOLUTION RECOMMENDING AWARD FOR THE PROJECT:  
EARLY PROCUREMENT ACTIVITY FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL  
WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025  
Reference No. PB2024-SMWD-S-10-011**

WHEREAS, the Santa Maria Water District BAC secretariat published an invitation to Bid for the bidding of the aforementioned project on Philgeps and the SMWD’s website for the duration of November 7-14, 2024. The same invitation was forwarded to three (3) observers including the Commission on Audit (COA), Soroptomist International of Santa Maria, and Bulacan Chamber of Commerce and Industry. The invitation was additionally displayed in a prominent location of the Santa Maria Water District’s office during the same timeframe

WHEREAS, in response to the said invitation, two (2) service providers/analytical laboratories purchased bidding documents and submitted them before the scheduled bid submission on November 27, 2024 at 12:00 PM. On that day at 1:00 PM the BAC opened the bidding documents of the prospective bidders, as listed below::

NAME OF THE PROSPECTIVE BIDDERS:	DATE AND TIME OF SUBMISSION
1. CRL Environmental Corporation	November 27, 2024 8:18 AM
2. MACH Union Laboratories, Inc.	November 27, 2024 10:45 AM
Nothing follows	

WHEREAS, the BAC checked and examined the technical envelope that holds the eligibility, technical and financial documents. Only the representative from the bidder, CRL Environmental Corporation, attended the bid opening, with no observers present despite the timely invitations sent to them. All necessary documents were all present and organized. Mach Union Industries submitted manager’s check as their bid security while the other bidder provided a duly notarized Bid Securing Declaration which is an acceptable form of bid security as specified in the bidding documents.

WHEREAS, after determining that all the bidders met the criteria and were all eligible, the BAC began the process of opening the financial component/bid, The financial bids did not exceed the approved budget for the contract, and the bid was read out, as follows:

Name of Bidder	Approved Budget for the Contract	Bid Amount (As Read)	Variance from ABC
1 <sup>ST</sup> Lowest Bidder – CRL ENVIRONMENTAL CORPORATION	P1,215,000.00	P 915,000.00	300,000.00
2 <sup>nd</sup> Lowest Bidder – MACH UNION LABORATORIES, INC.	1,215,000.00	1,117,500.00	97,500.00
***nothing follows***			

WHEREAS, Bid Evaluation was conducted on May 2, 2024 on the bids submitted by the bidders and found no discrepancy on the detailed bid against the total bid amount:

1 of 2

Name of Bidders	Bid Amount (As Calculated)
CRL ENVIRONMENTAL CORPORATION.	P 915,000.00
MACH Union Laboratories, Inc	1,117,500.00



# Santa Maria WATER DISTRICT

WHEREAS, the BAC members, along with the BAC secretariat and the end-user, have inspected the office/laboratory of the bidder as part of the post qualification process, during which, the BAC was able to assess the bidder's legal, financial, and technical capacities for executing the project. The bidder has satisfied all the requirements of the bidding concerning eligibility, technical, and financial aspects. The laboratories, apparatus, equipment, instruments, and the manpower/workforce it possesses are more than adequate to demonstrate and indicate the bidder's capability of executing the project, 'EARLY PROCUREMENT ACTIVITY FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025'.

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

- a) To declare **CRL ENVIRONMENTAL CORPORATION**, with office address at Bldg. 2, Berthaphil Compound I, Jose Abad Santos Ave., Clark Freeport Zone (CFZ), Pampanga, as the Bidder whose bid is the **Lowest Calculated and Responsive Bid** for the project, **Early Procurement Activity (EPA) for the Procurement of Services for Microbiological Water Test and Physical-Chemical Analysis of Water Samples for the Year 2025**. And to recommend the contract award in the amount of **Nine Hundred Fifteen Thousand Pesos (P915,000.00)**
- 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 <sup>or</sup>10<sup>th</sup> day of December 2024.

Sgd. <sup>12/10/2024</sup>  
**Maria Leonora S. Romarate**  
BAC Chairperson

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

Sgd.  
Atty. Joshua E. Bautista  
BAC Member- Legal

Sgd. <sup>10 DEC 2024</sup>  
Engr. Edgardo E. Dela Torre Jr.  
BAC Member-Technical

Sgd. <sup>12/10/24</sup>  
Theresa Marie D.C Mauricio  
BAC Member-End User

Approved by:

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

Date approved: 12/18/24

Page 2 of 2

/csf



# Santa Maria WATER DISTRICT

## CONTRACT AGREEMENT

No. CA-2024-12-016

**Project: EARLY PROCUREMENT ACTIVITY FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025**

**Reference No. PB2024-SMWD-S-10-011**

THIS AGREEMENT, made this 3<sup>rd</sup> day of January 2025 between **SANTA MARIA WATER DISTRICT** and **CRL ENVIRONMENTA CORPORATION**

### 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 **PROCURING ENTITY**.

And-

**CRL ENVIRONMENTAL CORPORATION**, a duly organized and existing entity under and by virtue of the laws of the Republic of the Philippines, with principal office address at Bldg. 2, Berthaphil Compound 1, Jose Abad Santos Ave., Clark Freeport Zone, Pampanga, represented by its Authorized and Designated Representative, **MR. TIMOTHY DEXTER A. OCAMPO**, hereinafter called the **SERVICE PROVIDER**.

### WITNESSETH:

WHEREAS, in response to the ENTITY's Invitation to Bid, the **SERVICE PROVIDER** submitted its bid to the Procuring Entity to implement the project, **EARLY PROCUREMENT FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025**;

WHEREAS, the bid of the SERVICE PROVIDER is the **Lowest Calculated and Responsive Bid**;

WHEREAS, the Entity is desirous that the Service Provider execute the project, "**EARLY PROCUREMENT ACTIVITY FOR THE PROCUREMENT OF SERVICES FOR MICROBIOLOGICAL WATER TEST AND PHYSICAL-CHEMICAL ANALYSIS OF WATER SAMPLES FOR THE YEAR 2025**" (hereinafter called "the Goods") and the Entity has accepted the Bid for **NINE HUNDRED FIFTEEN THOUSAND PESOS (Php915,000.00)** by the Service Provider for the provision of services for water test and analysis required by the Procuring Entity.

### 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 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);



# Santa Maria

WATER DISTRICT

- 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 confirmation 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 **Nine Hundred fifteen Thousand Pesos (P915,000.00)** or such other sums as may be ascertained, **CRL ENVIRONMENTAL CORPORATION**, agrees to provide the services for microbiological water test and physical-chemical analysis of water samples, requirements of Santa Maria Water District (SMWD) for CY 2025 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. The term of the Contract is for one year, from January to December 2025, and shall commence upon signing and sealing by both parties until the Certificate of Completion is issued 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

**SANTA MARIA WATER DISTRICT**

By:

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

SERVICE PROVIDER

**CRL ENVIRONMENTAL CORPORATION**

By:

Sgd.  
**MR. TIMOTHY DEXTER A. OCAMPO**  
Authorized Representative



# Santa Maria WATER DISTRICT

SIGNED IN THE PRESENCE OF:

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

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

## ACKNOWLEDGEMENT

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

BEFORE ME, this \_\_\_\_\_ day of JAN 08 2025 personally appeared:

Name	ID
MR. TIMOTHY DEXTER A. OCAMPO	TIN : 207-045-164-000
ENGR. CARLOS N. SANTOS JR.	TIN : 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 including this page, 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. 146  
Page No. 31  
Book No. 1  
Series of 2025

*Antonio M. Pagsibigan*  
**ATTY. ANTONIO M. PAGSIBIGAN**  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2025  
3RD UNIT 2ND FLOOR, MAXFEL BLDG.  
J.C. DE JESUS ST., POBLACION,  
SANTA MARIA, BULACAN  
PTR NO. 4961174/01-02-2025  
IBF NO. 481441/01-27-2024  
ROLL NO. 31700  
MCLE COMPLIANCE NO. VII-0020801/06-06-2022  
PNG-70-MB-2024