



**SOUTHERN LEYTE  
STATE UNIVERSITY**

San Juan Campus, San Jose, San Juan, Southern Leyte  
Email: bac\_sj@southernleytestateu.edu.ph  
Website: www.southernleytestateu.edu.ph



Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism | Spirituality

## NOTICE TO PROCEED

August 12, 2024

### UNI-REAL TRADING CORPORATION

Osmeña St., Ormoc City  
Philippines

Dear Ma'am/Sir:

The attached CONTRACT AGREEMENT having been approved, notice is hereby given to **UNI-REAL TRADING CORPORATION** that work may commence for the **SUPPLY AND DELIVERY OF 1 LOT CONSTRUCTION MATERIALS FOR CONSTRUCTION OF NSTP AND PUBLICATION OFFICE, AND COMPLETION OF SSC BUILDING** under **PB-2024-003**, effective immediately upon receipt of this notice.

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 the copies in the spaces provided below. Keep one copy and return the other two [2] copies to SOUTHERN LEYTE STATE UNIVERSITY-San Juan Campus, San Juan, Southern Leyte.

Very truly yours,

  
**JUDE A. DUARTE, DPA**  
University President

I acknowledge receipt of this Notice on: Aug. 15, 2024

Name of Bidder: MAR FRANCIS P. NAYRE

Authorized Signature: 





## CONTRACT AGREEMENT

**THIS AGREEMENT** made this 7<sup>th</sup> day of **AUGUST 2024** between **SOUTHERN LEYTE STATE UNIVERSITY-SAN JUAN CAMPUS** of San Jose, San Juan, Southern Leyte, Philippines (hereinafter called the "Entity") of the one part and **UNI-REAL TRADING CORPORATION** of Osmeña St., Ormoc City, Philippines (hereinafter called the "Supplier") of the other part.

**WHEREAS**, the Entity invited Bids for certain goods and ancillary services, particularly construction materials, viz.:

Item No.	Qty./Unit	Item Description	Total Cost
1	Lot	Supply and Delivery of 1 Lot Construction Materials for Construction of NSTP and Publication Office, and Completion of SSC Building	₱1,029,580.28
	40 sheets	½"x4'x8' Ordinary Plywood	
	1380 bd.ft.	2"x2"x12' Coco Lumber	
	1161 bd.ft.	2"x3"x12' Coco Lumber	
	9 kgs	Common Wire Nails #4	
	13 kgs	Common Wire Nails #3	
	12 kgs	Common Wire Nails #2	
	6 kgs	Common Wire Nails #1	
	476 bags	Portland Cement	
	1737 pcs	4" CHB	
	30 bags	Skimcoat	
	84 pcs	16mmdia x 6m Def. RSB	
	311 pcs	12mmdia x 6m Def. RSB	
	229 pcs	10mmdia x 6m Def. RSB	
	50 kgs	G.I. Tie Wire, Ga.#16	
	25 cu.m.	Washed Sand	
	37 cu.m.	Gravel	

SIGNED IN THE PRESENCE OF:  
  
**MARI FRANCIS P. NAYRE**  
Witness, Uni-Real Trading Corporation

**GARY D. GARCIA, EdD**  
Campus Director

By:   
**FRANCIS JUDE A. PAUSANOS**  
Assistant General Manager

By:   
**JUDE A. DUARTE, DPA**  
University President

SOUTHERN LEYTE STATE  
UNIVERSITY - SAN JUAN  
CAMPUS



SIGNED IN THE PRESENCE OF:

**MARI FRANCIS F. NAYRE**  
Witness, Uni-Real Trading Corporation

**GARY D. GARCIA, EdD**  
Campus Director

UNI-REAL TRADING  
CORPORATION

By:

**FRANCIS JUDE A. PAUSANOS**  
Assistant General Manager

SOUTHERN LEYTE STATE  
UNIVERSITY - SAN JUAN  
CAMPUS

By:

**JUDE A. DUARTE, DPA**  
University President

	8 pcs	G.I. Pipe #3 Ga.40	
	6 boxes	Welding Rod	
	14 pcs	¼"x2"x2"x6.0m Angle Bar	
	12 pcs	¼"x1.0"x1.0x6.0m Angle Bar	
	47 pcs	2"x3"x6.0mx1.2mmThk. C-purlins	
	108 ln.m.	Pre-painted Longspan 0.45mm	
	4 gals	Red lead	
	7 pcs	Pre-painted Spanish Gutter	
	7 pcs	Metal Facia Board	
	4 tubes	Silicon Sealant	
	664 pcs	Teckscrew #2 (Metal)	
	53 sheets	Fiber Cement Board	
	368 pcs	Furring Clip	
	60 pcs	C-Channel, 0.6mm thk x 5m	
	207 pcs	Double Furring, 0.6mm thk x 5m	
	19 pcs	Wall Angle 0.5mm thk x 3m	
	27 boxes	Blind Rivets	
	0.75 kg	Concrete Nails	
	459 pcs	600mm x 600mm Porcelain Floor Tiles	
	3 cu.m.	Fine Sand	
	39 bags	Tile Grout	
	3 pcs	2-Gang Switch (Flush Type)	
	3 pcs	2-Gang Outlet (Flush Type)	
	1 box	THHN/THWN #2.0mm2	
	1 box	THHN/THWN #3.5mm2	
	1 pc	Circuit Breaker 40 Amps	
	8 pcs	LED Bulb 12 watts	





SIGNED IN THE PRESENCE OF:  
  
**MARI FRANCIS P. NAYRE**  
Witness, Uni-Real Trading Corporation

**GARY D. GARCIA, EdD**  
Campus Director

UNI-REAL TRADING  
CORPORATION

By:   
**FRANCIS JUDE A. PAUSANOS**  
Assistant General Manager

SOUTHERN LEYTE STATE  
UNIVERSITY - SAN JUAN  
CAMPUS

By:   
**JUDE A. DUARTE, DPA**  
University President

	2 pcs	Electrical Tape	
	8 pcs	4"x4" Bulb Socket	
	6 pcs	Utility Box	
	11 pcs	Junction Box	
	30 pcs	PVC Pipe ½" Ø	
	15 pcs	G.I. Pipe #2 S-40	
	20 sq.m.	Bricks (Deco Stone) 4"x8"x1.5" thk	
	10 bags	Stone Adhesive 25kgs	
	17 gals	Acrylic Latex Paint, Ivory	
	17 gals	Acrylic Flat Latex Paint, White	
	11 gals	Flat Wall Enamel	
	11 gals	QDE Paint, White	
	2 gals	QDE Paint, Black (Railings)	
	11 gals	Paint Thinner	
	6 pcs	Roller Brush #7	
	6 pcs	Paint Brush #3	
	6 pcs	Paint Brush #2	
	36 pcs	Sandpaper	
	1 set	Clear Glass Door (1mx2.1) with installation	
	3 sets	Clear Glass Sliding Window (1.2mx1.2m) with installation	
	10 pcs	PVC Pipe 2" Ø	
	14 pcs	PVC Elbow Pipe 2" Ø	
		<b>TOTAL</b>	<b>₱1,029,580.28</b>



for the **Supply and Delivery of 1 Lot Construction Materials for Construction of NSTP and Publication Office, and Completion of SSC Building** and has accepted a Bid by the Supplier for the supply of those goods in the sum of **One Million, Twenty-Nine Thousand, Five Hundred Eighty Pesos and 28/100 Only (₱1,029,580.28)** (hereinafter called "the Contract Price"), to be delivered within **ninety (90) calendar days** immediately upon receipt of the Notice to Proceed.

**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:

- a. 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
- b. 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;

- c. Performance Security;
- d. Notice of Award of Contract; and the Bidder's conforme thereto; and
- e. Other contract documents that may be required by the 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**

SIGNED IN THE PRESENCE OF:

UNI-REAL TRADING  
CORPORATION

SOUTHERN LEYTE STATE  
UNIVERSITY - SAN JUAN  
CAMPUS

By:

By:

MARI FRANCIS P. NAYRE  
Witness, UniReal Trading Corporation

GARY D. GARCIA, EdD  
Campus Director

FRANCIS JUDE A. PAUSANOS  
Assistant General Manager

JUDE A. DUARTE, DPA  
University President





**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 payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

**GROUND FOR TERMINATION**

The parties herein may terminate the whole or any part of the Contract in accordance with the provisions of the 2016 Revised Implementing Rules and Regulations of RA 9184 – Annex "I", specifically No. III, Paragraphs A, B, C, D and E thereof.

**ALTERNATIVE DISPUTE RESOLUTION**

Any dispute, controversy or claim arising out of or relating to this Agreement, or the breach, termination or invalidity thereof shall be submitted to arbitration in the Philippines in accordance with the provision of RA 876 as specified in Section 59 of RA 9184.

**VENUE OF ACTION**

Venue of all actions arising from this Agreement shall be brought exclusively to the jurisdiction of the appropriate Court of Sogod, Southern Leyte, Philippines.

**DATA POLICY**

The parties herein recognize their responsibilities under Republic Act No. 10173 (Act), also known as the Data Privacy Act of 2012, with respect to the data they collect, record, organize, update, use, consolidate, and destruct by virtue of this Agreement.

SIGNED IN THE PRESENCE OF:

MARI FRANCIS P. NAYRE  
Witness, Uni-Real Trading Corporation

GARY D. GARCIA, EdD  
Campus Director

UNI-REAL TRADING  
CORPORATION

By:

FRANCIS JOSE A. PAUSANOS  
Assistant General Manager

SOUTHERN LEYTE STATE  
UNIVERSITY – SAN JUAN  
CAMPUS

By:

JUDE A. DUARTE, DPA  
University President



**SOUTHERN LEYTE  
STATE UNIVERSITY**  
San Juan Campus, San Jose, San Juan, Southern Leyte  
Email: bac\_sj@southernleytestateu.edu.ph  
Website: www.southernleytestateu.edu.ph



Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism | Spirituality

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.

SOUTHERN LEYTE STATE UNIVERSITY  
SAN JUAN CAMPUS (Entity)

BY:

**JUDE A. DUARTE, DPA**  
University President

UNI-REAL TRADING CORPORATION  
(Supplier)

By:

**FRANCIS JUDE A. PAUSANOS**  
Assistant General Manager

SIGNED IN THE PRESENCE OF:

**GARY D. GARCIA, EdD**  
Campus Director

**MARI FRANCIS P. NAYRE**  
Witness, Uni-Real Trading Corporation





**ACKNOWLEDGMENT**

Republic of the Philippines )  
**SAN JUAN, SOUTHERN LEYTE**

**BEFORE ME**, a Notary Public, personally appeared the following persons:

NAME	Government Issued I.D.
<b>JUDE A. DUARTE</b>	SLSU Employee ID No. 001 – issued on January 24, 2023
<b>FRANCIS JUDE A. PAUSANOS</b>	Driver's License No. E02-10-003169 – issued on October 28, 2021

who were identified by me through competent evidence of identity to be the same persons who executed the foregoing Contract Agreement, consisting of seven (7) pages including this page where this acknowledgment is written, and they declared to me that the same is their free and voluntary act and deed, and that of the entities they represent.

WITNESS MY HAND AND SEAL this AUG 07 2024 in the place above written.

Doc. No. 371 :  
Page No. 45 :  
Book No. LI :  
Series of 2024

  
**ATTY. SERGIO R. LEPITEN, JR.**  
Notary Public  
Until December 31, 2024  
Barangay San Jose, San Juan, So. Leyte  
Notarial Commission No. 62, RTC Br. 26  
San Juan, Southern Leyte  
PTR No. 9865026, January 2, 2024  
PTO Marikina City  
IBP No. 377180, December 28, 2023  
Southern Leyte Chapter  
RAN No. 46211  
MCLE Compliance No. VII-0021635  
Valid until April 14, 2025  
TIN 131-511-913