



Republic of the Philippines  
**ROMBLON STATE UNIVERSITY**  
 Odiangan, Romblon  
 Tel No. (042) 567-5273  
 Email: romblonstateu@gmail.com  
 URL: rsu.edu.ph

Appendix 61



**PURCHASE ORDER**

**PROJECT TITLE:** Supply and Delivery of Materials for High Pressure Grinding Mill Production Line of Romblon State University

**ABC:** PhP230,000.00 **P.O. No.:** 2024-10-074

**Supplier:** ZY Trading **Date:** 18-October-2024

**Address:** National Road, Poblacion, Alcantara, Romblon **Mode of Procurement:** Public Bidding

**TIN :** 448-046-505-00000

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

**Place of Delivery:** RSU, Supply Office **Delivery Term:** 25 CALENDAR DAYS FROM RECEIPT OF NTP

**Date of Delivery :** \_\_\_\_\_ **Payment Term:** \_\_\_\_\_

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
<b>COLLEGE OF ENGINEERING AND TECHNOLOGY</b>					
1	Lot	Supply and Delivery of Materials for High Pressure Grinding Mill Production Line of Marble which includes: - 110 Meters of 150mm THHN wire - 110 Meters of 30mm THHN wire ground line - Supply and Delivery at Cajimos, Romblon, Romblon	1	229,000.00	229,000.00
<b>TOTAL</b>			<b>1</b>		<b>229,000.00</b>

**(Total Amount in Words) \*\*Two Hundred Twenty-Nine Thousand Pesos Only\*\***

In case of failure to make 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.

Very truly yours,

**Conforme:**

*[Signature]*  
 ZY TRADING (Printed Name of Supplier)  
 OCT 18, 2024  
 (Date)

**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
 University President

**Fund Cluster:** DOST GIA - GCC Project **ORS/BURS No.:** 101-MOGE-24-10-1098

**Funds Available:** CET **Date of the ORS/BURS:** 10/18/2024

*[Signature]*  
**MS. SHIELA BUEN F. SERVAÑEZ, CPA**  
 Head, Accounting Office

**Amount: PhP229,000.00**

# Contract Agreement Form for the Procurement of Goods (Revised)

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## CONTRACT AGREEMENT

THIS AGREEMENT made the 18<sup>th</sup> day of October 2024 between **ROMBLON STATE UNIVERSITY** of the Philippines (hereinafter called "the Entity") of the one part and **ZY Trading** of National Road, Poblacion, Alcantara, Romblon (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Solicitation No. RSU-2024-08-079, Supply and Delivery of Materials for High Pressure Grinding Mill Production Line of Romblon State University (ABC: PhP230,000.00)**, and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Two Hundred Twenty-Nine Thousand Pesos Only (PhP229,000.00)** (hereinafter called "the Contract Price").

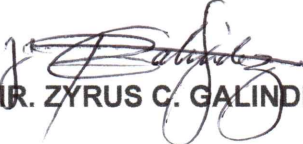
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract 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);
    - 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 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 Hundred Twenty-Nine Thousand Pesos Only (PhP229,000.00)** or such other sums as may be ascertained, **ZY Trading** agrees to **complete the supply and delivery of goods within twenty-five (25) calendar days from receipt of the Notice to Proceed** in accordance with his/her/its Bid.
4. The **Romblon State University** 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.

  
**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
University President

for:  
Romblon State University

  
**MR. ZYRUS C. GALINDEZ**  
Owner

for:  
ZY Trading

### ACKNOWLEDGEMENT

Republic of the Philippines  
( ODIONGAN, ROMBLON ) S. S.

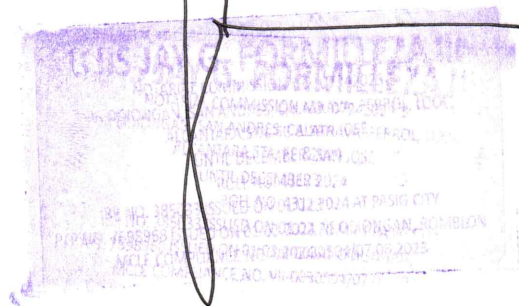
BEFORE ME, this 10th day of OCTOBER, 2024 in  
ODIONGAN, ROMBLON, Philippines personally came and appeared  
before me the following:

	I.D. No.	Place of Issue	Date of Issue
<b>MERIAN P. CATAJAY-MANI, Ed.D., CESE</b>	<u>01-01</u>	<u>Odiongan, Romblon</u>	<u>July 30, 2020</u>
<b>MR. ZYRUS C. GALINDEZ</b>	<u>D10-12-600574</u>	<u>ODIONGAN, ROMBLON</u>	<u>10-04-2023</u>

Known to me to be the same persons who executed the foregoing instrument consisting of two (2) pages including the page on which this Acknowledgement is written and they confirmed and acknowledged to me that the same is their own free and voluntary deed and that of the agency, which they respectively represent.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my notarial seal on the day, year and place written.

Doc. No. 57  
Page No. 11  
Book No. XIX  
Series of 2024







# ROMBLON STATE UNIVERSITY BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiongan, Romblon 5505  
Telephone: (042) 567-5952  
Email: bac@rsu.edu.ph  
Website: rsu.edu.ph



Management System  
ISO 9001:2015  
www.tuv.com  
ID: 900018803



## NOTICE TO PROCEED

21 October 2024

**MR. ZYRUS C. GALINDEZ**

Owner  
ZY Trading  
National Road, Poblacion, Alcantara, Romblon

Dear **Mr. Galindez:**

In view of the approval of the pertinent CONTRACT AGREEMENT, the Notice to Proceed is hereby issued to commence the project described below:

<b>Project Title</b>	: Supply and Delivery of Materials for High Pressure Grinding Mill Production Line of Romblon State University
<b>Solicitation No.</b>	: RSU-2024-08-079
<b>Date of Opening of Bids</b>	: 24 September 2024
<b>ABC</b>	: PhP230,000.00
<b>Contract Amount</b>	: PhP229,000.00

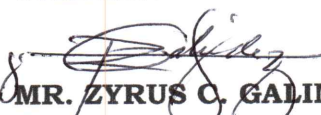
Upon receipt of this notice, you are responsible for the supply and delivery of goods under the terms and conditions stipulated in the agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice and signify your conformity by affixing your signature on the appropriate space provided below.

Very truly yours,

  
**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
University President

Conforme:

  
**MR. ZYRUS C. GALINDEZ**  
Owner  
ZY Trading

Date: OCT. 21, 2024

### RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

### RSU Mission

Romblon State University shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fisheries, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

### RSU Quality Policy

Romblon State University commits to provide higher education through quality instruction, research, production, and community-based extension services that meet or exceed the requirements and expectations of the university's stakeholders. It will comply with international standards, applicable statutory and regulatory requirements, and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

### RSU Core Values

- Stewardship
- Competence
- Resilience
- Integrity
- Balance
- Excellence
- Service

These Core Values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.