

CONTRACT AGREEMENT NO. 2025-19

JUN 23 2025

THIS AGREEMENT made the _____ day of _____ 20____ between **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** represented by its **Administrator ATTY. PATRICIA YVONNE M. CAUNAN** of OWWA Center Building cor. 7th Street and F.B. Harrison St., Pasay City, Philippines (hereinafter called "the Entity") of the one part and **COMMERCE ASIA INC.** represented by its **Sales Manager, Ms. MICHELLE V. OLIVEROS** of 2/F Vazquez-Madrigal Plaza, 51 Annapolis St., Greenhills, San Juan City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Bidding for the Supply and Delivery of Colored Ribbon for OWWA E-Card Printer** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Twenty-Two Million Six Hundred Twenty-Five Thousand Four Hundred Sixty Pesos (Php22,625,460.00)** (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.




OVERSEAS WORKERS WELFARE ADMINISTRATION
RECORDS MANAGEMENT DIVISION

CERTIFIED TRUE COPY

Processed by: MA CYNTHIA D. FERON
Date: JUN 24 2025 Time: 10:19
Copy Control No.: CA 2025-72 (2)

3. In consideration for the sum of **Twenty-Two Million Six Hundred Twenty-Five Thousand Four Hundred Sixty Pesos (Php22,625,460.00)** or such other sums as may be ascertained **COMMERCE ASIA INC.** agrees to **Bidding for the Supply and Delivery of Colored Ribbon for OWWA E-Card Printer** in accordance with his/her/its Bid.
4. The **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** 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.


ATTY PATRICIA YVONNE M. CAUNAN
Administrator
For
OVERSEAS WORKERS WELFARE ADMINISTRATION

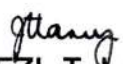

MICHELLE V. OLIVEROS
Sales Manager
For
COMMERCE ASIA INC.

Signed in the presence of:




JOSEPH JOHN Q. PADILLA
Witness


Witness

CERTIFIED FUNDS AVAILABILITY:


MARIA GIEZL T. LANUZA
OIC, Accounting Division ~
Amount: ₱ 22,625,460.00

DIN: 2025-05-057

 **OVERSEAS WORKERS WELFARE ADMINISTRATION**
RECORDS MANAGEMENT DIVISION
CERTIFIED TRUE COPY
Processed by: 
Date: JUN 24 2025 Time: 10:18
Copy Control No.: CA 7025-22 (2)

ACKNOWLEDGMENT

Republic of the Philippines
City of QUEZON CITY) S.S.

BEFORE ME, a Notary Public for in the City of QUEZON CITY, this JUN 23 2025 day of _____, personally appeared, **Administrator ATTY. PATRICIA YVONNE M. CAUNAN** representing **OVERSEAS WORKERS WELFARE ADMINISTRATION** with Valid ID _____ issued on _____ at _____, and **MICHELLE V. OLIVEROS** representing **COMMERCE ASIA INC.** with Valid Government Issued ID No. _____ issued on _____ at _____, known to me to be the same persons who executed this foregoing instrument and that they acknowledged to me that the same is their own free act and voluntary deed as well as the free act and purposes therein set forth.

This instrument, consisting of the abovementioned annexes including the page on which this acknowledgement is written and the documents listed above, refers to an Agreement signed by the parties and their instrumental witness at page 2 and on the left-hand margin of each and every page thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal at QUEZON CITY, Philippines, this JUN 23 2025 day of _____, 2025.

ATTY. FELIZARDO M. IBARRA
Notary Public for Q.C./Until Dec. 31, 2025
Notary Public
PTR No. 6986788D/Jan.07, 2025/Q.C.
IBP No. 331161(2024-2025)/Q.C.
MCLE Comp. No. VIII-0000973(04/15/2022-04/14/2025)
Admin. Matter No. NP. 688(2025-2020)
Quirino Highway Brgy., Kahayahan Q.C.

Doc. No.: 409
Page No.: 51
Book No.: XXIX - A
Series of 2025

 **OVERSEAS WORKERS WELFARE ADMINISTRATION**
RECORDS MANAGEMENT DIVISION
CERTIFIED TRUE COPY
Processed by: MA CYNTHIA DM ERIN
Date: JUN 24 2025 Time: 10:18
Copy Control No.: CA 2025-72(2)



Republic of the Philippines
Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION



NOTICE OF AWARD

7 May 2025

Ms. MICHELLE V. OLIVEROS
Sales Manager
COMMERCE ASIA INC.
2/F Vazquez-Madrigal Plaza,
51 Annapolis St., Greenhills, San Juan City

Dear **Ms. Oliveros**:

Please be informed that your bid proposal dated 21 April 2025 for the **Bidding for the Supply and Delivery of Colored Ribbon for OWWA E-Card Printer** for a contract price of **Twenty-Two Million Six Hundred Twenty-Five Thousand Four Hundred Sixty Pesos (Php22,625,460.00)** only, has been accepted.

You are hereby required to provide within ten (10) calendar days the performance security in any of the form stated in Section 33 of the Bidding Documents. Your failure to provide the performance security shall constitute a sufficient ground for cancellation of the award and forfeiture of the bid security.


Please acknowledge receipt and acceptance of this notice by signing the space provided below and submit a copy to Procurement and Property Management Division of the Overseas Workers Welfare Administration.

Thank you.

Very truly yours,


ARNALDO A. IGNACIO
Administrator

Conforme:


Ms. MICHELLE V. OLIVEROS
Sales Manager
COMMERCE ASIA INC.

Date: May 16, 2025



Republic of the Philippines
Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION



NOTICE TO PROCEED

Date: MAY 15 2025

Ms. MICHELLE V. OLIVEROS
Sales Manager
COMMERCE ASIA INC.
2/F Vazquez-Madriral Plaza,
51 Annapolis St., Greenhills, San Juan City

Dear **Ms. Oliveros**:

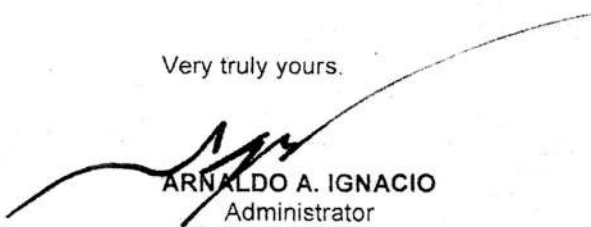
The attached Contract Agreement having been approved, notice is hereby given **COMMERCE ASIA INC.** that the service for the **Bidding for the Supply and Delivery of Colored Ribbon for OWWA E-Card Printer** may commence within **thirty (30) calendar days** upon receipt of this notice.

Relative thereto, your company's performance is being evaluated by the End-User.


Please acknowledge receipt and acceptance of this notice by signing the space provided below and submit a copy to Procurement and Property Management Division of the Overseas Workers Welfare Administration.

Thank you.

Very truly yours.


ARNALDO A. IGNACIO
Administrator

I acknowledge receipt of this Notice on JUNE 23, 2025


Ms. MICHELLE V. OLIVEROS
Sales Manager
COMMERCE ASIA INC.