

Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**  
Lanao, Kidapawan City

Tel nos. (064) 577-1533, 577-1865, Fax no. (064) 572-55

E-mail Address: [metrokidapawan.water@kdaa.com](mailto:metrokidapawan.water@kdaa.com)

Website: [www.metrokidapawan.water.gov.ph](http://www.metrokidapawan.water.gov.ph)

"Committed to Service, Development and Self-Reliance"



ISO 9001:2015 Certified

**NTP # 2021-05-002**

19 MAY 2021

**ANNA MAE L. SIALONGO**

**Apo Production unit, Inc.**

2/F Pia Bldg., Brgy. Vasra Visayas Ave. Quezon City

**NOTICE TO PROCEED**

Dear **Madam**:

We are pleased to inform you that the Contract for **JO Contract # 2021-05-002** has been approved. In this regard, Notice is hereby given to you to commence with delivery of goods and services effective immediately.

Upon receipt of this Notice to Proceed, you are responsible for performing the services under the terms and conditions of the contract and in accordance with the implementation schedule which will due within **30 days upon receipt**.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below.

Very truly yours,

**STELLA M. GONZALES, MPS**  
General Manager

Received by: \_\_\_\_\_

(Signature above printed name)

\_\_\_\_\_  
Date and time of Receipt



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**NOA # 2021-05-002**

May 14, 2021

**NOTICE OF AWARD**

**ANNA MAE L. SIALONGO**

**Apo Production unit, Inc.**

2/F Pia Bldg., Brgy. Vasra Visayas Ave., Quezon City

Dear **Madam**:

Please be notified that your bid for **JOB ORDER # 0421-0007**, which is **1 Lot Printing of Continuous Official Receipts for Issuance of Official Receipts to Customers** is hereby awarded to you as the Exclusive Fabricator of Receipts and Accountable Forms for a Total Contract Price of **Two Hundred Ninety Eight Thousand Seven Hundred Thirty Five and 36/100 Pesos Only (P 298,735.36)** under **BAC 2- RESOLUTION NO. 184** and **AOB NO. 184-2021**.

With this, you are required to sign the Job Order Contract within Three (3) days upon the issuance of Notice of Award.

Failure to sign the Job Order Contract shall constitute sufficient ground for the cancellation of the award.

Very truly yours,

**STELLA M. GONZALES, MPS**  
General Manager

Received by: \_\_\_\_\_

(Signature above printed name) \_\_\_\_\_

\_\_\_\_\_  
Date and time of Receipt



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JO Contract # 2021-05-002

### JOB ORDER CONTRACT

#### KNOW ALL MEN BY THESE PRESENTS:

**METRO KIDAPAWAN WATER DISTRICT** a Government-Owned and Control Corporation (GOCC) duly organized and existing under and by virtue of Presidential Decree No. 198 as amended, with office address at Lanao, Kidapawan City represented by its General Manager, **STELLA M. GONZALES, MPS.** duly authorized for this purpose, herein called the **WATER DISTRICT**.

And

**Apo Production Unit, Inc.,** a duly organized and existing entity under and by virtue of the laws of the Republic of the Philippines with office address at **Quezon City** represented by its Proprietor, herein after called the **AWARDEE**

WITNESSETH:

**WHEREAS**, in response to the **WATER DISTRICT's** Invitation to supplier, the **AWARDEE** submitted proof of its bid to **WATER DISTRICT** to perform the work as stipulated in the **Job Order No. 0421-0007**

**WHEREAS**, the bid of the **AWARDEE** is the Exclusive Fabricator of Receipts and Accountable Forms received;

**WHEREAS**, the **WATER DISTRICT** awarded the Contract to the **AWARDEE** at the price stipulated in its winning bid;

**NOW THEREFORE**, for and in consideration of the foregoing premises, both parties hereto agree as follows:

The **AWARDEE** agrees and binds itself to fully and faithfully provide for **1 LOT PRINTING OF CONTINUOUS OFFICIAL RECEIPTS INTENDED FOR THE ISSUANCE OF OFFICIAL RECEIPTS TO CUSTOMERS** as stipulated in Notice of Award as per approved **Job Order No. 0421-0007** within **Thirty (30) days** upon receipt of the Notice to Proceed with the following terms and conditions:

SPECIFICATIONS (SEE ATTACHED TOR):

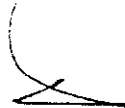
1. 112 BOXES OF OR'S
2. 4,000 OR'S PER BOX
3. NEW SERIES OF OR THAT WILL START WITH OR NO. 5204001
4. SEE ATTACHED SAMPLE

Contract Expiration: 30 DAYS  
Date of Delivery: 30 DAYS  
Contract Price: P 298,735.36  
Payment Term: WITHIN 30 DAYS  
Mode of Procurement: Direct Contracting

1. The contract shall become effective and binding on the date that the AWARDEE conformed and signed in the Notice of Award and Notice to Proceed. Any modification of the contract shall only be allowed upon written approval by the WATER DISTRICT.

IN WITNESS WHEREOF, the Parties have hereunto signed this Contract on the date first above written

**METRO KIDAPAWAN WATER DISTRICT**



**STELLA M. GONZALES, MPS**  
General Manager

**ANNA MAE L. SIALONGO**  
**Apo Production unit, Inc.**  
2/F Pia Bldg., Brgy. Vasra Visayas  
Ave. Quezon City

\_\_\_\_\_  
Designation of Authorized  
Representative /Owner