

**CONTRACT FOR THE SUPPLY AND DELIVERY OF VARIOUS TONER  
CARTRIDGES IN THE DEPARTMENT OF FINANCE FOR 3<sup>RD</sup> AND 4<sup>TH</sup> QUARTERS  
OF CY 2021**

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THIS AGREEMENT made the 11 day of FEB 2022 between **DEPARTMENT OF FINANCE** of the Philippines (hereinafter called "the Entity") of the one part and **QUARTZ BUSINESS PRODUCTS CORPORATION** of 15/F Capital House, 9<sup>th</sup> Avenue Corner 34<sup>th</sup> Street, Bonifacio Global City, Taguig City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Lot 1 – Hewlett-Packard Toners** and **Lot 3 – Brother Toners** of the **Supply and Delivery of Various Toner Cartridges in the Department of Finance for 3<sup>rd</sup> and 4<sup>th</sup> Quarters of CY 2021** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Two Million One Hundred Ninety-Six Thousand Seventy-Eight Pesos (₱2,196,078.00)** (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.*:

Philippine Bidding Documents (PBDs);

- a. Schedule of Requirements;
- b. Technical Specifications;
- c. General and Special Conditions of Contract; and
- d. Supplemental or Bid Bulletins, if any

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;

Performance Security;

Notice of Award of Contract; and the Bidder's conforme thereto; and

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 Million One Hundred Ninety-Six Thousand Seventy-Eight Pesos (₱2,196,078.00)** or such other sums as may be ascertained, **QUARTZ BUSINESS PRODUCTS CORPORATION** agrees for the **Lot 1 – Hewlett-Packard Toners** and **Lot 3 – Brother Toners** of the **Supply and Delivery of Various Toner Cartridges in the Department of Finance for 3<sup>rd</sup> and 4<sup>th</sup> Quarters of CY 2021** in accordance with its Bid.

4. The **DEPARTMENT OF FINANCE** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

5. **Data Privacy Compliance**

The PARTIES shall comply with the provisions of Republic Act (RA) No. 10173, otherwise known as the "Data Privacy Act of 2012", its Implementing Rules and Regulations (IRR), issuances of the National Privacy Commission (NPC), and other applicable laws on processing of personal information. These shall include compliance with all relevant data protection policies of the Entity and other measures reasonably necessary to prevent any use or disclosure of personal data other than as allowed under this contract.

The PARTIES shall implement security measures aimed at maintaining the availability, integrity, and confidentiality of personal data including the protection of personal data against any accidental or unlawful destruction, alteration, and disclosure, as well as against any other unlawful processing.

6. **Consent to the Processing of Personal Information**

As part of the data privacy compliance, the Supplier hereby grants its consent to the Entity's processing of its personal information collected under this contract, which may include the disclosure of such information to third parties, to comply with requirements of law in relation to the implementation of this contract.

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.

DEPARTMENT OF FINANCE

QUARTZ BUSINESS PRODUCTS CORPORATION

BY:

BY:

*Bonifacio H. Agabin*  
BAYANI H. AGABIN  
Undersecretary

*Jervin F. Puso*  
JERVIN F. PUSO  
Authorized Representative

*Mark Dennis Y.C. Joven*  
MARK DENNIS Y.C. JOVEN  
Undersecretary

SIGNED IN THE PRESENCE OF

ACKNOWLEDGMENT

Republic of the Philippines }  
City of **MAKATI CITY** } S.S

**FEB 11 2022**

**MAKATI CITY**

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_ 2022 at \_\_\_\_\_, personally appeared Undersecretary Bayani H. Agabin with TIN 172-571-956 issued at \_\_\_\_\_ on \_\_\_\_\_ and Undersecretary Mark Dennis Y.C. Joven with TIN 167-305-432 issued at \_\_\_\_\_ on \_\_\_\_\_ in their capacity as the authorized signatories of the DEPARTMENT OF FINANCE, and Ms. Jervin F. Puso with ID No. \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_ in her capacity as the authorized signatory of Quartz Business Products Corporation, known to me and to me known to be the same persons who executed the foregoing Contract (with attachments and appendices), consisting of three (3) pages, including the page on which this acknowledgment is written, and who acknowledge to me that the same is their free and voluntary act and deed, and the free and voluntary act and deed of the government entity and company which they represent, respectively.

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

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Page No. 77  
Book No. 18  
Series of 2022

**ATTY. MAGNOLIA M. MASANGCAY**  
Appointment No. M-35  
Notary Public for Makati City  
Until June 30, 2022  
Suite 1015, 10<sup>th</sup> Cityland 10 Tower 1  
H.V Dela Costa St, Ayala Ave. Makati City  
Roll No. 69481  
PTR No. 8853709; 01-04-22; Makati City  
IBP No. 183398; 01-03-22; Batangas Chapter  
MCLE Compliance No. VI-0010450  
Valid Until April 14, 2022



Republic of the Philippines  
**DEPARTMENT OF FINANCE**

Roxas Boulevard Corner Pablo Ocampo, Sr. Street  
Manila 1004

27 January 2022

**Ms. JERVIN F. PUSO**  
Authorized Representative  
**Quartz Business Products Corporation**  
15/F Capital House, 9<sup>th</sup> Avenue Corner  
34<sup>th</sup> Street, Bonifacio Global City  
Taguig City, Metro Manila

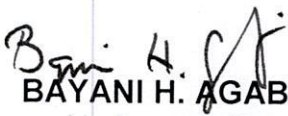
**Subject: NOTICE TO PROCEED**


**Dear Ms. PUSO:**

In view of the award of contract to QUARTZ BUSINESS PRODUCTS CORPORATION, you are hereby given Notice to Proceed with the Lot 1 – Hewlett-Packard Toners and Lot 3 – Brother Toners of the Supply and Delivery of Various Toner Cartridges in the Department of Finance for 3<sup>rd</sup> and 4<sup>th</sup> Quarters of CY 2021 (the "Contract").


The effective date of the Contract is upon receipt of this Notice.

Very truly yours,

  
**BAYANI H. AGABIN**  
Undersecretary

  
**MARK DENNIS Y.C. JOVEN**  
Undersecretary

CONFORME:

  
**JERVIN F. PUSO**  
Date: 2/16/2022