



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

NOTICE TO PROCEED

Date: 07 MAY 2026

The Management
BENZEN, INC.

XIX Martyrs St., Poblacion, Kalibo, Aklan

Greetings:

The herein attached Contract having been duly approved, notice is hereby given to **BENZEN, INC.** that goods may be delivered on the Procurement Project titled **PROCUREMENT OF OFFICE AND ICT SUPPLIES CY 2026 (Lot 1 – OFFICE SUPPLIES)** effective from receipt of this notice.

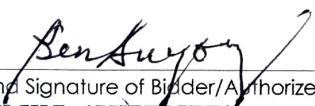
Upon receipt of this notice, you are responsible for performing the services provided under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Department of Education - Schools Division of Aklan.

Very truly yours,

FELICIANO C. BUENAFE JR., CESO VI
Schools Division Superintendent
Head of Procuring Entity

Notice accepted by:



(Name and Signature of Bidder/Authorized Representative)
BENZEN INC. (SUPPLIER)
Date: 5/11/26
Time: 10:30 AM

PROJECT: **PROCUREMENT OF OFFICE AND ICT SUPPLIES CY 2026 (Lot 1 - OFFICE SUPPLIES)**

Contract Duration: **Forty-Five (45) Calendar Days**

C O N T R A C T

(Project No.: **DepEd-Aklan-PB-014-2026**)

This **CONTRACT** executed on the **24th** day of **April 2026** by and between:

The **DEPARTMENT OF EDUCATION - SCHOOLS DIVISION OF AKLAN**, a government entity mandated by laws particularly Executive Order No. 292, otherwise known as the “*Administrative Code of 1987*”, and Batas Pambansa Blg. 232, otherwise known as the “*Education Act of 1982*”, as amended by RA No. 9155, otherwise known as the “*Governance of Basic Education Act of 2001*”, represented herein by its Schools Division Superintendent, **DR. FELICIANO C. BUENAFE JR., CESO VI**, with office address at Poblacion, Numancia, Aklan, hereinafter referred to as the “**PROCURING ENTITY**”;

-and-

BENZEN, INC. a company duly organized and existing under the laws of the Republic of the Philippines, with principal office at XIX Martyrs St., Kalibo, Aklan, represented herein by its President, **BEN R. AUYONG**, hereinafter referred to as the “**SUPPLIER**”;

WHEREAS, the **PROCURING ENTITY** invited Bids for certain goods and services/works/consulting services, particularly **PROCUREMENT OF OFFICE AND ICT SUPPLIES CY 2026 (Lot 1 - OFFICE SUPPLIES)**;

WHEREAS, the **SUPPLIER** submitted a responsive bid and was awarded the contract for the procurement in the total amount of **TWO MILLION FIVE HUNDRED SIXTY-FOUR THOUSAND FOUR HUNDRED TEN PESOS AND SEVENTY-FIVE CENTAVOS ONLY (Php2,564,410.75)**, hereinafter referred to as the “**CONTRACT PRICE**.”

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

1. Unless otherwise stated, terms and expressions used in this Contract shall have the same meanings as those assigned to them in the Conditions of Contract, which form an integral part of this Contract.
2. The following documents as required by the Implementing Rules and Regulations of Republic Act No. 12009 shall form part and be read and construed as integral parts of this Contract, *viz.*:
 - a. Philippine Bidding Documents (PBD);



Mary Rose M. Villaruel
MARY ROSE M. VILLARUEL
Contractor's Witness

Ramon J. Paras, Jr.
RAMON J. PARAS, JR.
Procuring Entity's Witness

Ben R. Auyong
BEN R. AUYONG
Benzen, Inc.

Feliciano C. Buenafe Jr.
FELICIANO C. BUENAFE JR., CESO VI
Schools Division Superintendent

• For Procurement of Goods

- i. Invitation to Bid;
- ii. Instruction to Bidders;
- iii. 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;
- iv. Bid Data Sheet;
- v. Schedule of Requirements;
- vi. Technical Specifications;
- vii. General and Special Conditions of Contract;
- viii. Supplemental Bid Bulletins, if any; and
- ix. Other contract documents that may be required by existing laws and/or the Entity.

b. Winning bidder's bid, including the Eligibility Requirements, Technical and Financial Proposals, and all other documents or statements submitted;

c. Performance Security;

d. Notice of Award of Contract; and the Bidder's Conformance thereto; and

e. Other contract documents that may be required by existing laws and/or the **PROCURING ENTITY** concerned in the PBD, such as but not limited to the Notice to Proceed and Warranty Security.

3. In consideration of the Contract Price of **TWO MILLION FIVE HUNDRED SIXTY-FOUR THOUSAND FOUR HUNDRED TEN PESOS AND SEVENTY-FIVE CENTAVOS ONLY (Php2,564,410.75)**, or such other sums as may be determined in accordance with the terms of the Contract, the **SUPPLIER** agrees to deliver and perform the items and related services for the **PROCUREMENT OF OFFICE AND ICT SUPPLIES CY 2026 (Lot 1 - OFFICE SUPPLIES)** described herein in accordance with the terms and conditions specified in the Contract and its annexed documents.

4. The **PROCURING ENTITY** agrees to pay the above-mentioned sum to the **SUPPLIER** in accordance with the schedule and manner provided in the Bidding Documents and its annexes.

5. Any dispute, difference, or claim arising out of or relating to this Contract, including its existence, validity, interpretation, breach, or termination thereof, may be submitted to arbitration or other form of alternative dispute resolution in accordance with the applicable law, such as Republic Act No. 9285 (Alternative Dispute Resolution Act of 2004) or Executive Order No. 1008, series 1985 (Construction Industry Arbitration Law).

Mary Rose M. Villaruel
MARY ROSE M. VILLARUEL
Contractor's Witness

Ramon J. Paras, Jr.
RAMON J. PARAS, JR.
Procuring Entity's Witness

Ben R. Au Yong
BEN R. AU YONG
Benzer, Inc.

Feliciano C. Buenafe Jr., Ceso VI
FELICIANO C. BUENAFE JR., CESO VI
Schools Division Superintendent



