

## SUPPLEMENTAL AGREEMENT

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### KNOW ALL MEN BY THESE PRESENTS:

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This Contract entered into and executed this \_\_\_\_ day of \_\_\_\_\_ 2020 at Quezon City, Philippines by and between:

The **COMMISSION ON HIGHER EDUCATION (CHED)**, with office address at the Higher Education Development Center (HEDC) Building, C.P. Garcia Avenue, Diliman, Quezon City, herein represented by its Chairman, **J. PROSPERO E. DE VERA III, DPA**, hereinafter referred to as the “**CHED**”.

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-and-

The **QUARTZ BUSINESS PRODUCTS CORPORATION**, with postal address at 1331 & 1344 Angono Street, Makati City, represented by its President, **MR. JOVEN P. MADAYAG JR.**, hereinafter referred to as the “**AGENCY**”;

**WITNESSETH**, That:

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**WHEREAS**, the contract for photocopying services between the **COMMISSION ON HIGHER EDUCATION (CHED)** and the **QUARTZ BUSINESS PRODUCTS CORPORATION**, will expire on December 31, 2020 per Supplemental Agreement (Attachment A);

**WHEREAS**, substantial efforts are currently being undertaken by the Procuring Entity toward procuring the required photocopying services under R.A 9184 and its IRR, and that a new contract cannot be awarded before or within a month after the expiration of the term of the original contract because the bidding for photocopying services is still on going up to the present;

**WHEREAS**, on December 4, 2020, the General Services Division (GSD) of Administrative, Financial and Management Service (AFMS) submitted to the Bids and Awards Committee (BAC) a memorandum requesting for an extension of the contract of QUARTZ BUSINESS PRODUCTS CORPORATION for three (3) months from January 1, 2021 to March 31, 2021 considering that no contract has been awarded yet to the winning bidder;

**WHEREAS**, on December 4, 2020, the CHED Bids and Awards Committee (BAC) through BAC Resolution No. 2020-083 recommended to the Commission en Banc (CEB) the approval of the extension of the contract of QUARTZ BUSINESS PRODUCTS CORPORATION for three (3) months from January 1, 2021 to March 31, 2021 considering that no contract has been awarded yet to the winning bidder;

**WHEREAS**, pursuant to the Revised GPPB Guidelines on Contract Extension for General Support Services (Appendix 24), and due to the exigency of the service provider requirements of CHED and to avoid interruption of providing photocopying services, the Commission en Banc, upon the recommendation of the Bids and Awards Committee (BAC), issued Resolution No. 928-2020 dated December 17, 2020 approving the extension of the contract between CHED and the AGENCY for three (3) months from January 1, 2021 to March 31, 2021 while the CHED Bids and Awards Committee is conducting the public bidding process or until the new contract is awarded to the winning bidder, whichever comes first, subject to the usual accounting and auditing rules and regulations;

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

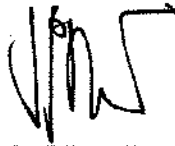
Except as modified, amended, and supplemental hereby, the Principal Agreement/Contract dated February 28, 2020 is hereby affirmed, ratified and approved as the legal, valid and binding agreement of the parties thereto, enforceable in accordance with its terms. All terms herein shall have the meanings in the Principal Agreement/Contract, attached as **Annex "A"**

IN WITNESS WHEREOF, the parties have hereunto set their hands this \_\_\_\_\_ of \_\_\_\_\_ 202\_\_\_\_, in Quezon City, Philippines

**COMMISSION ON HIGHER  
EDUCATION**

**QUARTZ BUSINESS PRODUCTS  
CORPORATION**

By:



**J. PROSPERO E. DE VERA III, DPA**  
Chairman

By:

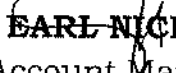


**SHERRYL DE GUZMAN**  
Product Sales Manager

*Signed in the presence of:*

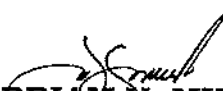


**ATTY. CINDERELLA FILIPINA BENITEZ-JARO**  
Executive Director IV



**EARL NICDAO**  
Account Manager

**Certified Funds Available:**



**MIRIAM V. MIRANDA**  
Chief Accountant

GRS# 2021-01-00059, 7197,814.99

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES)  
Quezon City ) S.S.

BEFORE ME a Notary Public in Quezon City, Philippines, personally appeared the following:

FEB 19 2021

| NAME                               | Government Issued ID | Issued by |
|------------------------------------|----------------------|-----------|
| J. PROSPERO E. DE VERA III,<br>DPA | CHED ID<br>CO-0394   | CHED      |
| SHERRYL DE GUZMAN                  |                      |           |

Known to me and to me known to be the same persons who executed the foregoing instrument and who acknowledged to me that the same is their free and voluntary act and deed that of the institutions they represented including their instrumental witnesses.

This document refers to a Supplemental Agreement for the Rental of Photocopying Services consisting of four (4) pages, including this page on which the Acknowledgement is written, with each and every page signed by the parties and their instrumental witnesses.

WITNESS MY HAND AND NOTARIAL SEAL

Doc.No. 742  
Page No. 49  
Book No. 58  
Series of 2020

NOTARY PUBLIC  
*Concepcion P. Villareña*  
ATTY. CONCEPCION P. VILLAREÑA  
Notary Public for Quezon City  
Until December 31, 2021  
PTR No. 0693154 / 14-2021/ QC  
IBP No. 083597 / 19-20-2019/ QC  
Roll No. 30457 / 25-09-08  
MCLF VI-0030379 / 2-27-2020  
Adm. Matter No. NE 0071/020-2021  
TIN NO. 131-942-134