



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



**PROJECT :** Procurement of Test Materials for the 2025 Accreditation & Equivalency (A&E) Test  
**CONTRACT NO. :** 2025-BEA2-003-B4-CB-086-C117

**CONTRACT FOR PROCUREMENT OF TEST MATERIALS FOR THE 2025 ACCREDITATION & EQUIVALENCY (A&E) TEST**

**THIS CONTRACT** is made and entered into this 24 day of FEBRUARY 2026 by and between:

The **DEPARTMENT OF EDUCATION**, a government agency created by law to ensure the delivery of quality basic education, particularly under Batas Pambansa Blg. 232, otherwise known as the "Education Act of 1982," as amended by Republic Act (RA) No. 9155, otherwise known as the "Governance of Basic Education Act of 2001," located at DepEd Complex, Meralco Avenue, Pasig City, represented herein by its Assistant Secretary Officer-In-Charge for Undersecretary for Learning Systems, **DR. CARMELA C. ORACION**, as per DepEd Order No. 001, s. 2025 dated 17 January 2025 (hereinafter referred to as "**DEPED**");

-and-

**SYREX CORPORATION**, a company duly organized and existing under the laws of the Philippines, with principal office at G8 Sunvar Plaza, Amorsolo St., Makati, Metro Manila, represented herein by its Authorized Representative, **ADELA F. SY**, by virtue of Omnibus Sworn Statement dated January 15, 2026 (hereinafter referred to as "**SUPPLIER**");

**DEPED** and **SUPPLIER** are collectively referred to as **PARTIES**.

**WHEREAS, DEPED** invited bids for the procurement of goods and services, consisting of three (3) lots, following the national competitive bidding method; **SUPPLIER** submitted a responsive bid and was awarded the contract for **Lot No. 2** for the procurement in the total amount of **PHILIPPINE PESOS EIGHT MILLION, FIVE HUNDRED ONE THOUSAND, TWO HUNDRED FIFTY AND 00/100 (PhP8,501,250.00)**, hereinafter referred to as the "Contract Price," detailed as follows;

Lot No.	Description	Quantities	Contract Price (PhP)
2	I. Turn-over of Variables of Scannable Answer Sheets and Presentation of customized design of Scannable Answer Sheets	Elementary 75,000	8,501,250.00
		Junior High School 300,000	

SUPPLIER'S WITNESS: *John A. Lac Yings*  
 SUPPLIER: *Adela F. Sy*  
 DEPED'S WITNESS: *Dr. Kevin Carl P. Santos*  
 DEPED: *Dr. Carmela C. Oracion*

*Handwritten initials and signatures*



Republic of Philippines  
**DEPARTMENT OF EDUCATION**



DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>

*Juan Ben*  
 JUAN B. BEN  
 SUPPLIER'S WITNESS

*Adela F. Sy*  
 ADELA F. SY  
 SUPPLIER

*DR. KEVIN CARL P. SANTOS*  
 DR. KEVIN CARL P. SANTOS  
 DEPED'S WITNESS

*Carmela C. Oracion*  
 DR. CARMELA C. ORACION  
 DEPED

II. Printing, Packing, Labeling of Scannable Answer Sheets and Delivery of its boxes to Lot No. 1 Service Provider		
III. Batching, Sorting, Verification of Documentary Requirements, Accounting, Scanning, and Processing of Test Results and Statistical Data Output Requirements	375,000	
IV. Printing of Certificates of Rating (CORs)		
V. Submission of Statistical Data Output Requirements		
VI. Warehousing Period (365 days after the Test Administration)		

**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 (IRR) of RA No. 12009, shall form part of and be read and construed as integral parts of this Contract:
  - a. Philippine Bidding Documents (PBD);
    - 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. General and Special Conditions of Contract;
    - vi. Schedule of Requirements;
    - vii. Technical Specifications;
    - viii. Bid Bulletin No. 1 dated January 12, 2026
    - ix. Other contract documents that may be required by existing laws and/or **DEPED**.
  - b. Winning bidder's bid, including the Eligibility Requirements, Technical and Financial Proposals, and all other documents or statements submitted;
  - c. Performance Security;

*AFD - JTD - JBY - SLA*



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



- d. Notice of Award of Contract and the Bidder's Conforme thereto dated February 16, 2026; and
  - e. Other contract documents that may be required by existing laws and/or **DEPED** in the PBD, such as but not limited to the Notice to Proceed, Variation Order, and Warranty Security.
3. In consideration of the Contract Price, the **SUPPLIER** agrees to deliver and perform the items and related services for the Procurement of Test Materials for the 2025 Accreditation & Equivalency Test (A&E) described herein, in accordance with the terms and conditions specified in the Contract and its annexed documents.

*John Paul*  
 JON P. LAGUNA  
 SUPPLIER'S WITNESS  
  
*Adela F. Sy*  
 ADELA F. SY  
 SUPPLIER  
  
*Kevin Carl P. Santos*  
 DR. KEVIN CARL P. SANTOS  
 DEPED'S WITNESS  
  
*Carmela C. Oracion*  
 DR. CARMELA C. ORACION  
 DEPED

Lot No.	Milestone	Description	Quantities (Copies)	Delivery Period
2	1	I. Turn-over of Variables of Scannable Answer Sheets and Presentation of customized design of Scannable Answer Sheets	Elementary 75,000	2 calendar days from the receipt of the NTP by the successful bidder.
	2	II. Printing, Packing, Labeling of Scannable Answer Sheets and Delivery of its boxes to Lot No. 1 Service Provider	Junior High School 300,000	12 calendar days after Milestone 1
	3	III. Batching, Sorting, Verification of Documentary Requirements, Accounting, Scanning, and Processing of Test Results and Statistical Data Output Requirements	375,000	30 calendar days after Milestone 2
	4	IV. Printing of Certificates of Rating (CORs)		10 calendar days after Milestone 3
	5	V. Submission of Statistical Data Output Requirements		7 calendar days after Milestone 3
	6	VI. Warehousing Period (365 days after the Test Administration)		365 calendar days of exclusive warehousing in the identified warehouse shall commence five (5) days after test administration

*Handwritten initials and signature*



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



Complete delivery shall be made within the contract duration stipulated below, from the date of receipt of the Notice to Proceed (NTP).

Upon delivery of the goods to the delivery site, the Supplier shall notify DepEd and present the following documents:

- i. Original and four copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
- ii. Original and four copies of the Manufacturer's and/or Supplier's Warranty Certificate, where applicable;
- iii. Original (white copy) and scanned copy stored in CD/DVD/Flash Drive of the pre-numbered Inspection and Acceptance Report (IAR) and Delivery Receipt (DR) detailing number and description of goods received and duly signed and dated by the ARP.

In case the Supplier encounters conditions impeding timely delivery of the goods, it must promptly notify DepEd in writing within five (5) calendar days from notice of such conditions, and any request for work suspension and/or contract period extension shall be promptly done in writing as soon as circumstances for such requests have become apparent. The Supplier must provide sufficient proof to support any request for work suspension and/or contract period extension.

**Packaging** - The Supplier shall provide such packaging as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt, and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided, including additional requirements, if any, specified below, and in any subsequent instructions ordered by DepEd:

For Lot No. 2 -

- i. Thirty (30) Answer Sheets (ASs) per sealed plastic (gauge 3) & with label/batch slip containing the region, division, school, and serial numbers.
- ii. ASs shall be placed in a box (double wall, 350 lbs) covered with plastic (palette stretch film, at least 3 layers) with a label and plastic twine strap.
- iii. Buffer must be packed by 5 answer sheets per sealed plastic to be placed in a separate box per Division Office.
- iv. Quantity of Certificate of Ratings (CORs) shall be based on the number of examinees per school. CORs shall be placed in sealed plastic with label (gauge 3), per division, per box (double wall, 350

  
**DR. KEVIN CARL P. SANTOS**  
 DEPED'S WITNESS  
  
**DR. CARMELA C. ORACION**  
 DEPED  
  
**ADELA F. SY**  
 SUPPLIER  
  
**JOVY A. LAS PINAS**  
 SUPPLIER'S WITNESS

ARO - JED - JRY - SLA



Republic of Philippines  
**DEPARTMENT OF EDUCATION**



DepEd Complex, Meralco Avenue, Pasig City  
Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>

lbs) covered with plastic (palette stretch film, at least 3 layers) with label and plastic twine straps.

Insurance - The goods under this Contract shall be fully insured by the Supplier in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. The goods remain at the risk and title of the Supplier until their final acceptance by DepEd.

Transportation - Transport of the goods shall be arranged by the Supplier, and related costs shall be included in the contract price.

DepEd accepts no liability for the damage of goods during transit. Risk and title to the goods will not be deemed to have passed to DepEd until its receipt and final acceptance at the final destination, through its authorized receiving personnel.

Intellectual Property Rights - The Supplier shall indemnify DepEd against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the goods or any part thereof.

The contract delivery period/s shall take into consideration the interdependent activities among the three (3) lots of the Accreditation and Equivalency (A&E) Test, DepEd, through BEA, shall provide written notification to **SYREX CORPORATION** of the commencement or end of a supplier's activity that connects or is interdependent with another prior activity within the same or from another lot. The period during which **SYREX CORPORATION** cannot perform yet the activity/obligation in relation to BEA's written notification and without fault/delay on the part of **SYREX CORPORATION** shall be tolled

4. **DEPED** 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.

The method and conditions of payment to be made to the Supplier through the Government disbursement procedure within sixty (60) days after the date of acceptance of Goods at the project Site and upon submission of documents under this contract shall be as follows.

The Supplier may submit a request for payment based on progress reports which shall be attached to the progress billing and include the following:

- i. Actual quantity of goods delivered based on the schedule of delivery and other relevant terms and conditions of the contract;
- ii. duly signed Delivery Receipts;
- iii. duly signed Inspection and Acceptance Reports, including certification by Supplier, as approved by the duly authorized DepEd representative, that the goods have been delivered and/or properly installed and commissioned in accordance with the contract;

Other documents in support of a request for payment may be required by DepEd pursuant to existing disbursement, accounting and auditing rules and

  
 JONATHAN H. LAGYAN  
 SUPPLIER'S WITNESS

  
 ADELA F. SY  
 SUPPLIER

  
 DR. KEVIN CARL P. SANTOS  
 DEPED'S WITNESS

  
 DR. CARMELA C. ORACION  
 DEPED

ABO - JLD - NY - SLA



Republic of Philippines  
**DEPARTMENT OF EDUCATION**



*DepEd Complex, Meralco Avenue, Pasig City*  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>

procedures.

Payment Schedule: Lot No. 2 - 50% payment upon completion of the printing, packaging, labeling, inspection, delivery and acceptance of scannable answer sheets, and test administration. 50% payment upon completion of the processing, printing, packaging, labeling, inspection, delivery, and acceptance of certificates of rating and processing of statistical data output requirements.

(NOTE: The Supplier must furnish a copy of the above-mentioned documents to DepEd Accounting and the End-user [Bureau of Education Assessment – Education Assessment Division (BEA-EAD)] and the Contract Management Division of the Procurement Service, Central Office).

Payments for Lot No. 2 shall be subject to the Warranty provision in the form of retention money in an amount equivalent to five percent (5%) of every progress payment of the Contract Price as provided under Section 90.1 of R.A. 12009 and its IRR.

Release of retention money shall be at the expiration of the warranty period, or the remaining amount in case it has been utilized pursuant to the warranty provision.

A three (3)-month comprehensive and onsite warranty for the Goods will be applied. The said warranty period shall reckon from the date of issuance of the Certificate of Final Acceptance by the DepEd that the delivered Goods have been duly inspected and accepted (i.e., final acceptance). The obligation for the warranty shall be covered by retention money in an amount equivalent to five percent (5%) of the payment.

Replacement of test materials shall only be applicable if printing defects and/or non-compliance with the technical specifications are discovered prior to test administration. Service provider shall replace defective test materials before test administration.

Upon request for 100% payment, a retention money or special bank guarantee amounting to five percent (5%) of the Contract Price shall cover the following:

Lot No. 2 – one (1) year warehousing of answer sheets

The Special Bank Guarantee shall not contain any deletion, crossing-out, expunction, or any form of correction. Otherwise, DepEd may reject such security if any such intercalation, superimposition, or alteration affects any material information, or feature of the document.

Period of Correction of Manufacturing Defects - The Supplier shall correct any manufacturing defects and replace defective items within the prescribed warranty period, counted from the date a claim for such correction or replacement is filed. Replacement shall be the preferred remedial action; repair shall be undertaken only when replacement is not feasible.

5. **SUPPLIER** shall be liable for liquidated damages in an amount equal to one-

*John A. Lax Pintos*  
 SUPPLIER'S WITNESS  
*Adela F. Sy*  
 SUPPLIER  
*DR. KEVIN CARL P. SANTOS*  
 DEPED'S WITNESS  
*DR. CARMELA C. ORACION*  
 DEPED  
*Carmela C. Oracion*

*AEQ - JTD - JNY - LA*



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



*Carmela Oracion*  
**DR. CARMELA C. ORACION**  
DEPED

*DR. Kevin Carl P. Santos*  
**DR. KEVIN CARL P. SANTOS**  
DEPED's WITNESS

*Adela F. Sy*  
**ADELA F. SY**  
SUPPLIER

*JOVY A. UG YINIG*  
**JOVY A. UG YINIG**  
SUPPLIER's WITNESS

tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery, for every day of delay until such goods are finally delivered and accepted by **DEPED**. **DEPED** need not prove that it has incurred actual damages to be entitled to liquidated damages. **DEPED** shall deduct the liquidated damages from any money due or which may become due to **SUPPLIER**, or collect from any of the securities or warranties posted by **SUPPLIER**, whichever is convenient to **DEPED**. Once the accumulated amount of liquidated damages reaches ten percent (10%) of the Contract Price, **DEPED** may rescind or terminate the Contract, without prejudice to other courses of action and remedies available under the circumstances.

- 6. The **PARTIES** shall exert their best efforts to properly resolve any differences or disagreements with respect to any issue that may arise in connection with this Agreement. It shall be settled through amicable means, such as but not limited to, mutual consultation and negotiation, in accordance with Republic Act No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004."

In case of failure to settle amicably, the Parties, without herein waiving the benefit of immunity from suit or state privilege granted by law, if any, shall, whenever permitted, submit the dispute to the appropriate courts of Pasig City, to the exclusion of all other venues.

- 7. Any amendments, modifications, or supplements to this Contract shall be made in writing and signed by the duly authorized representatives of both **PARTIES**. No modification shall be valid or binding unless expressly agreed upon by both **PARTIES** through a written agreement executed with the same formalities as this Contract.

*[Handwritten initials]*  
AEO - JTD - JUY - SIA



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



**IN WITNESS WHEREOF, the PARTIES** hereto have caused this Contract to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above-written.

For DEPED:

*Carmela Oracion*  
**DR. CARMELA C. ORACION**  
Head of Procuring Entity

For the **SUPPLIER:**

*Adela F. Sy*  
**ADELA F. SY**  
Duly authorized to sign the Contract  
for and behalf of **SUPPLIER**

*Signed in the presence of:*

*Kevin Carl P. Santos*  
**DR. KEVIN CARL P. SANTOS**  
DEPED's Witness

*Jovy A. Lac Pinag*  
**JOVY A. LAC PINAG**  
Witness- Supplier

CERTIFIED FUNDS AVAILABLE: ₱8,001,200.00

*Wilma P. Ecalnir*  
**WILMA P. ECALNIR**  
Accountant IV  
OIC, Chief Accountant

*Handwritten initials and signatures*  
AEG - JTD - JMT - SLA



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



REPUBLIC OF THE PHILIPPINE )  
 \_\_\_\_\_ ) S.S.

PASIG CITY

**ACKNOWLEDGMENT**

**BEFORE ME**, a Notary Public for and in the PASIG CITY, City/Province of \_\_\_\_\_, this FEB 24 2026 day of \_\_\_\_\_, 20\_\_\_\_, personally appeared the above-named persons who have satisfactorily proven to me their identity, through their identifying documents written below their names and signatures, that they are the same persons who executed and voluntarily signed the foregoing instrument consisting of ten (10) pages, including this page where this Acknowledgement is written, which they acknowledged before me as their free and voluntary act and deed.

NAME	GOVERNMENT ISSUED ID	NUMBER, ISSUED ON, ISSUED BY
<b>DR. CARMELA C. ORACION</b> Assistant Secretary Officer-In-Charge for Undersecretary for Learning Systems DEPED	EMPLOYEE ID	Employee No: 5018755, DepEd Central Office, DepEd

WITNESS MY HAND AND SEAL on the date and place above-written.

**NOTARY PUBLIC**

**GAUDENCIO A. BARBOZA, JR.**  
 NOTARY PUBLIC  
 Cities of Pasig, San Juan and  
 in the Municipality of Pateros, Metro Manila  
 Until December 31, 2026  
 PTR No. 3962031 / 6/03/2020 Pasig City  
 IBP No. 534350 / 12/02/2025 For Year 2026/RSM  
 Roll No. 41909  
 MCLE Comp. VII-0040608 / Sept. 3, 2025  
 No. 11 Unit J Freemont Arcade Bldg  
 Shaw Blvd. Brgy. San Antonio Pasig City,  
 Appointment No. 29 (2020-2026)

Doc. No. 181  
 Page No. 57  
 Book No. 00  
 Series of 24

AO - JD - JY - SA



Republic of Philippines  
**DEPARTMENT OF EDUCATION**

DepEd Complex, Meralco Avenue, Pasig City  
 Trunk Line (02) 632-13-61, Website <http://www.deped.gov.ph>



REPUBLIC OF THE PHILIPPINE )  
 \_\_\_\_\_ PASIG CITY ) S.S.

**ACKNOWLEDGMENT**

**BEFORE ME**, a Notary Public for and in the PASIG CITY, City/Province of \_\_\_\_\_, this \_\_\_\_\_ day of FEB 24 2026, 20\_\_\_\_, personally appeared the above-named persons who have satisfactorily proven to me their identity, through their identifying documents written below their names and signatures, that they are the same persons who executed and voluntarily signed the foregoing instrument consisting of ten (10) pages, including this page where this Acknowledgement is written, which they acknowledged before me as their free and voluntary act and deed.

NAME	GOVERNMENT ISSUED ID	NUMBER, ISSUED ON, ISSUED BY
<b>ADELA F. SY</b> Authorized Representative <b>SYREX CORPORATION</b>	LTD DRIVER'S LIC.	N08-80-01835T 2022/08/26 LTD

WITNESS MY HAND AND SEAL on the date and place above-written.

**NOTARY PUBLIC**

Doc. No. 282  
 Page No. 57  
 Book No. 02  
 Series of 24

**GAUDENCIO S. BARBOZA, JR.**  
 NOTARY PUBLIC  
 Cities of Pasig, San Juan and  
 in the Municipality of Pasay, Metro Manila  
 Until December 31, 2025  
 PTR No. 39-2001-1-00000000 Pasig City  
 ISP No. 634350 / 12/02/2025 For Year 2026/RSM  
 Roll No. 41909  
 MCLE Comp. VIII-0040608 / Sept. 3, 2025  
 No. 11 Unit J Fremont Arcade Bldg  
 Shaw Blvd. Brgy. San Antonio, Pasig City  
 Appointment No. 29 (2025-2026)

AFO - JTB - JRY - SLA