



**CONTRACT FOR "SUPPLY OF PETROLEUM FUEL, OIL AND LUBRICANTS FOR BSU MOTOR VEHICLES FROM APRIL-DECEMBER 2026 (RFQ 2026-366)."**

**CONTRACT NUMBER: 2026-13**

This Contract made and entered into this 30th day of March 2026 by and between:

**BENGUET STATE UNIVERSITY (BSU)**, a chartered public educational institution of higher learning, established and existing under the laws of the Republic of the Philippines having principal office at La Trinidad, Benguet, herein represented by its President, **KENNETH ALIP LARUAN**, hereinafter referred to as the **"University"**;

and

**S.P. TABANDA INC.**, a business entity duly organized and existing in accordance with the laws of the Republic of the Philippines, and having a principal address at 13 Chanum & Otek Streets, Baguio City with business tradename **BURNHAM PARK CALTEX SERVICE STATION**, represented by its General Manager, **RHEA C. TABANDA** herein referred to as the **"SUPPLIER"**.

**WITNESSETH**


WHEREAS, the Entity invited quotations for certain goods and services, particularly **"SUPPLY OF PETROLEUM FUEL, OIL AND LUBRICANTS FOR BENGUET STATE UNIVERSITY MOTOR VEHICLES FROM APRIL-DECEMBER 2026 (RFQ No. 2026-388)."**


WHEREAS, the Supplier submitted a responsive offer and was awarded the contract for the procurement in the total amount of **Two Million Two Hundred Fifty Thousand Pesos Only (PhP 2,250,000.00)**, hereinafter referred to as the "Contract Price."

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


1. That the duration of the contract shall commence from April to December 2026;
2. The following documents shall be attached, deemed to form, and be read and construed as part of this agreement, to wit:
  - a) Suppliers' quotation indicated in the Request for Quotation (RFQ);
  - b) Abstract of Quotations;


For BSU:


  
**KENNETH A. LARUAN**  
 President


  
**REYNANTE B. BASCO**  
 Atty. IV/Witness for BSU

For BURNHAM PARK CALTEX SERVICE STATION:

  
**RHEA C. TABANDA**  
 General Manager

  
**MARY ANN LUMASI**  
 Witness for BURNHAM PARK CALTEX SERVICE STATION

  
**Funds Available:**  
 Charged to GAA

  
**IMELDA B. GALINATO, PhD.**  
 Accountant IV

- c) Eligibility requirements such as current PhilGEPS registration/number
  - d) Other Contract documents that may be required by existing laws and/or the Procuring Entity.
3. The SUPPLIER shall supply without delay the required Supply of Petroleum Fuel, Oil and Lubricants for BSU Motor Vehicles from April-December 2026 on Credit term in accordance with its Quotation.
  4. That the contract is for Nine (9) months from **April to December 31, 2026**.
  5. Price per liter or quantity shall be based on the actual pump price posted/published by the supplier at time of purchase. Payments shall be made by the University to the supplier depending on the accumulated actual withdrawals per billing period billed in accordance with the agreed terms and duly supported in accordance with existing accounting rules. The total amount of all withdrawals shall not exceed the contract amount as per this agreement;
  6. All requisitions for fuel must be authorized and signed by all concerned officers of the University, and any request for withdrawals with no approved withdrawal slip shall not be entertained;
  7. Semi-monthly billing shall be made by the Supplier on the 15<sup>th</sup> and 30<sup>th</sup> of the month for a year;
  8. The University shall make payments for the semi-monthly billing within thirty (30) days of the succeeding month, upon submission of complete documents.
  9. The Supplier shall ensure the accuracy of the issued Statement of Account duly accompanied by a receipt/invoice issued by the service station.
  10. That the University certifies that all the information stated in the withdrawal slip are true and correct. Any misstatements therein will be the university's negligence and responsibility. The University likewise agree that a penalty of two percent (2%) per month shall be imposed on all overdue accounts. Accounts more than thirty (30) days shall be considered overdue. An additional 25% of the amount will also be charged for attorney's fees plus cost of collection in case where such services are required. It is agreed further that the courts of Baguio or Benguet will have exclusive venue of action over any litigation arising from the transaction, at the option of the plaintiff.

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.

**BENGUET STATE UNIVERSITY**

**BURNHAM PARK CALTEX SERVICE STATION**

By:

  
**KENNETH ALIP LARUAN**  
University President

  
**RHEA C. TABANDA**  
General Manager

WITNESSES:

**REYNANTE B. BASCO**  
Attorney Officer IV  
Legal Affairs Office

*[Signature]*  
**MARY ANN LUMASE**  
Burnham Park Caltex Service Station

ACKNOWLEDGMENT

BEFORE ME, A Notary Public for and in the Baguio City, City/Province of Baguio City, this 12 day of MAY 2026, 2026, personally appeared the following persons;

Name	Valid Government -Issued ID	CTC No., Date and Place of Issue
<b>KENNETH ALIP LARUAN</b>	BSU Employee ID # 010316	CTC # : 13925974 Issued on: January 07, 2026 Issued at La Trinidad, Benguet
<b>RHEA C. TABANDA</b>		CTC # : _____ Issued on: _____ Issued at: _____

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 three (3) pages, including this page where this Acknowledgement is written, which they acknowledged before me as their free and voluntary act and deed.

WITNESS MY HAND AND SEAL this 12 day of MAY 2026 2026.

NOTARY PUBLIC

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*[Signature]*  
**MARITA O. MARANAN-SANDIEGO**  
Notary Public until December 31, 2027  
Notarial Appointment No. 115-NC-26-R  
Roll No. 36291; MCLE Compliance No. VIII-0021777  
IBP Lifetime No. 01941; Baguio-Benguet  
PTR no. 8558158; 12-18-25; Baguio City  
04 Laperal Building, Session Road, Baguio City