



Republic of the Philippines  
**CITY GOVERNMENT OF MUNTINLUPA**  
**Bids and Awards Committee**

**NOTICE TO PROCEED**

**BIG CRATE ENTERPRISE INC.**  
 Quezon City


Dear Sir / Madame:


The attached Contract Agreement having been approved, notice is hereby given **BIG CRATE ENTERPRISE INC.** that the CONTRACT of the City Government of Muntinlupa for the **"Supply & Delivery of Furniture & Fixtures for use of Various Offices"**, shall commence effective FIVE (5) DAYS after acknowledging receipt hereof.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and Schedule of Delivery:

Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below. Kindly keep one (1) copy and return the other copy to the Bids and Awards Committee Secretariat.

Very truly yours,

  
 Hon. ROZZANO RUFINO B. BIAZON  
 City Mayor

I acknowledge receipt of this Notice on July 12, 2023  
 Name of the Bidder or Representative Charlene Joyce Reyes  
 Authorized signature 

## **Contract Agreement**

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THIS AGREEMENT made the **JUN 02 2023** day of \_\_\_\_\_ 20\_\_\_\_ between **CITY GOVERNMENT OF MUNTINLUPA** of the Philippines (hereinafter called "the Entity") of the one part and **BIG CRATE ENTERPRISE INC.** with address at Quezon City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly for the **Supply & Delivery of Furniture & Fixtures for use of Various Offices** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **One Million Six Hundred Eight Thousand Nine Hundred Sixty Two Pesos (P1,608,962.00)** (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.*:

- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

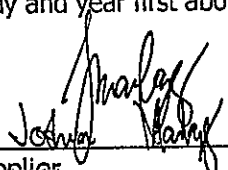
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
- v. 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 **One Million Six Hundred Eight Thousand Nine Hundred Sixty Two Pesos (P1,608,962.00)** or such other sums as may be ascertained, **BIG CRATE ENTERPRISE INC.** agrees to the **Supply & Delivery of Furniture & Fixtures for use of Various Offices** in accordance with his/her/its Bid.
4. The City Government of Muntinlupa agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

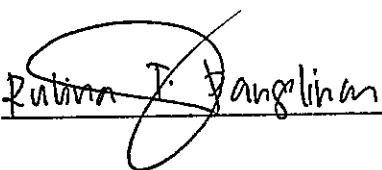
IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

  
**Hon. ROZZANO RUFINO B. BIAZON**  
 City Mayor


  
 Supplier

for:  
**CITY GOVERNMENT OF MUNTINLUPA**

for:  
**BIG CRATE ENTERPRISE INC.**

  
 Rubina J. Dangelinan

Signed in the presence of:

  
 Belinda Blessie Macagaga

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 CITY OF **QUEZON CITY** )

**JUN 02 2023**

BEFORE ME, a Notary Public for and in **QUEZON CITY**, this \_\_\_ day of \_\_\_\_\_ 2023, personally appeared:

NAME

GOVERNMENT ISSUED ID NO.

Hon. ROZZANO RUFINO B. BIAZON  
Joshua Raphaelus Manlapig

Driver's License N03-86-030998  
Driver's License C08-20-000565

Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own voluntary act and deed.

WITNESS MY HAND SEAL.

  
 MRS. ROSALINDA PARYO PUBLIC CENEGRO

NOTARY PUBLIC

Commission expires on Dec. 31, 2023

PTR No. 4028249-01/03/2023 - Q.C.

IBP No. 263982 - 01/03/2023 - Q.C.

Roll No. 68465

MCLE Comp. No. VII-0021672 - 04/14/2022

Doc. No. 381  
 Page No. 77  
 Book No. XL  
 Series of 2023.

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
LAND TRANSPORTATION OFFICE  
DRIVER'S LICENSE



Last Name, First Name, Middle Name  
**MANLAPIG, JOSHUA RAPHAELLUS JALIPA**

Nationality... Sex Date of Birth Weight (Kg) Height(m)  
PHL M 1994/10/01 84 1.73

Address  
BLDG-G U245 SMILE CITHOMES KALIGAYAHAN  
QUEZON CITY

License No. Expiration Date Agency Code  
C08-20-000565-2024/10/01 N42

Blood Type Eyes Color  
Eyes Color  
BROWN

DL Codes Conditions  
A,A1,B,B1,B2 NONE

*Jmanlapi*  
Signature of Licensee

*Teofil E. Guadio III*  
ATTY. TEOFILO E. GUADIO III, CESO V  
Assistant Secretary

REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF TRANSPORTATION  
 LAND TRANSPORTATION OFFICE  
**NON-PROFESSIONAL DRIVER'S LICENSE**



Last Name, First Initial, Middle Initial  
**BLAZON, ROZZANO RUFINO BUNOAN**

No. of Validity	Sex	Date of Birth	Height (cm)	Weight (kg)	Age (years)
PHL	M	1969 03/20	103	177	

Address:  
**419 TAAL ST AYALA ALABANG VILLAGE,  
 CANTON UFA CITY**

Identification No. Expiration Date Agency No.  
**202-94-030998 2023/03/20 N48**

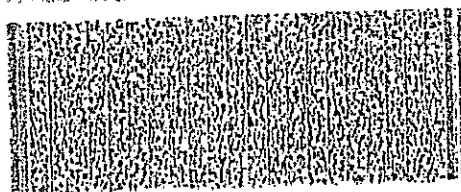
*[Signature]*  
 Superintendent of the Office

*[Signature]*  
**EDGAR C. SALVANTE**  
 Assistant Secretary

- 1. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 2. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 3. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 4. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 5. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 6. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.
- 7. THIS LICENSE IS VALID FOR THE PERIOD INDICATED THEREON.

057291296

IN CASE OF EMERGENCY NOTIFY:  
 NAME AND PHONE NUMBER  
 ADDRESS AND ZIP CODE  
 TEL. NO.



*[Handwritten signatures and notes]*

# PURCHASE ORDER

## City Government of Muntinlupa

Supplier : **BIGCRATE ENTERPRISES INC.**

P.O. No.: **029997**

Address : **Quezon City**

Date : **July 03, 2023**

Mode of Procurement : **Public Bidding**

Gentlemen: Please furnish and/or deliver to this office the following articles subject to the terms and conditions contained herein:

Place of delivery : \_\_\_\_\_  
Date of delivery : \_\_\_\_\_

Delivery Term : \_\_\_\_\_  
Payment Term : \_\_\_\_\_

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	1		<b>CDM</b> trolley cabinet Melamin board size:W800 x D450 x H900 18mm thickness MFC BOARD, customize Color Accessories: Caster Wheels 4pcs	16,200.00	16,200.00
2	1		Depository cabinet Melamin board, Size: W2516 x D305 x H1277 mm 18mm thickness mdf board, custom color	58,000.00	58,000.00
3	1		counter table Melamin Board Size: 2516 x d1500 x H1100 MM, 18mm thickness mdf board, custom color	108,000.00	108,000.00
4	2		wooden cabinet Melamin board: size: W1610 x D300 x H1140 MM 18mm THK, customized color	31,050.00	62,100.00
5	1		bulletin board Melamin Board Size: w965 x D100 x H1175 MM 18MM THK with sliding glass door with lock, customized color	20,954.00	20,954.00
6	1		cabinet 01 catalog cabinet Melamin Board Size: w750 x D610 x H1065 MM 18MM THK MFC BOARD, custom color	104,000.00	104,000.00
7	6		custom movable cabinet 5 layer, mdf Board, size: W120 x D50 x H185cm	21,500.00	129,000.00
8	2		wall journal rack color and sizes measurements: W80xD2 xH115cm	22,000.00	44,000.00
9	4	pcs	<b>VICE MAYORS</b> 3 layered Steel Cabinet beige, ga24 Metal Sheet, Heavy Duty Ball Bearing Rollers, Powder coated Painting Finish, 462x620x1080	14,800.00	59,200.00
10	8	pcs	Clerical Chair with Arm Rest Ergonomic Design with Faux Leather for Maximum Comfort, Elegant Mid Back Design, Chromed steel 5 star base & Nylon Casters, Tilt lock function, pneumatic height Adjustment, 360 degrees swivel function, 80kg weight capacity	7,730.50	62,348.00
11	75	pcs	Monoblock chair beige, 200kg capacity 100% virgin plastic resin ISO level 5 passed	436.80	32,760.00

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Total Amounts in Words: \_\_\_\_\_

In case of failing to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Confirmer: *Chaloveres*  
**BIGCRATE ENTERPRISES INC.**  
Signature over printed name  
July 12, 2023  
Date

Very Truly yours,  
*[Signature]*  
**Mayor ROZZANO RUFINO B. BIAZON**  
Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA7160 this portion must be accomplished)  Approved to be purchased thru Negotiated Purchas per Sangguniang Res. No.: _____  Certified Correct: _____ Secretary of the Sanggunian	Requesting Office/Dept. _____  Authorized Official _____	Funds Available : _____ Amount: _____  R.O. No.: _____  Chief Account _____
	_____ Authorized Official	_____ Chief Account

( ) 7/10/23

**PURCHASE ORDER**  
City Government of Muntinlupa

Supplier : **BIGCRATE ENTERPRISES INC.** P.O. No.: **029997**  
 Address : **Quezon City** Date : **July 03, 2023**  
 Mode of Procurement : **Public Bidding**

Gentlemen: Please furnish and/or deliver to this office the following articles subject to the terms and conditions contained herein:

Place of delivery : \_\_\_\_\_ Delivery Term : \_\_\_\_\_  
 Date of delivery : \_\_\_\_\_ Payment Term : \_\_\_\_\_

Item No.	Quantity	Unit	Description	Unit Cost	Amount
12	120	pcs	Monoblock Table	2,322.00	278,640.00
13	4	pcs	Beige 36" /28" height easy to assemble	20,150.00	80,600.00
14	1	unit	Blue 10 x 10 canopy 100 square feet 10 to 15 accommodation <b>LEIPO</b> Collapsible Booth Trade Show Kit Size: 10 feet x 10 feet (1) 58" Connect Flat Top Display (1) 58" Connect Slant Top Display (1) 38" Connect Arch Display (1) Display Feet Connector (2) Level Rolling Hardcase Podium Prints	180,186.00	180,186.00
15	1	unit	<b>MSD</b> OFFICE TABLE 6 Seater office partition full fabric Beige Aluminum End trims 4.68 cm series Dimension: H120cm x L120cm x W60cm	62,400.00	62,400.00
16	4	units	WorktopL 25mm Laminated MDF	3,640.00	14,560.00
17	4	units	OFFICE CLERICAL CHAIR with armrest and adjustable gaslift, mesh black back and fabric seat, and chrome starbase with castor wheels Dimension: Arm to Arm : 622 mm Total depth from wall: 545 mm Lowest height: 825 mm Highest Height: 925 mm Seat width: 500mm Seat depth: 465mm Backrest Height from Seat: 443mm Floor to seat : 410 mm Base Width (Diameter): 580 mm Base(Center to end): 340mm (Center to Castor): 270 mm Base (Center to End of Base): 290 mm		
18	2	units	Filing Cabinet, Lateral, Material: STEEL Color Gray L 35.75" x W18" x H52" 4 Layers	21,450.00	42,900.00
19	1	pc	<b>PROSECUTORS</b> Senior Executive High Chair High Quality Mesh with Lumbar Support Nylon Back Frame & Armrest Adjustable Head Rest Aluminum Base Color: Black Dimension: 62(W) x 67 (D) x 104-113 (H) cm Weight:17kgs	10,500.00	10,500.00

Total Amounts in Words: \_\_\_\_\_

In case of failing to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Confirmer: *Chalneroy*  
**BIGCRATE ENTERPRISES INC.**  
 Signature over printed name  
July 12, 2023  
 Date

Very Truly Yours, *Ruffino B. Biazon*  
**Mayor ROZZANO RUFINO B. BIAZON**  
 Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA7160 this portion must be accomplished)

Approved to be purchased thru Negotiated Purchas per Sangguniang Res. No.:

Certified Correct: \_\_\_\_\_  
 Secretary of the Sanggunian

Requesting Office/Dept.

Authorized Official

Funds Available : \_\_\_\_\_  
 Amount: \_\_\_\_\_

R.O. No.: \_\_\_\_\_

Chief Account



**PURCHASE ORDER**  
City Government of Muntinlupa

Supplier : **BIGCRATE ENTERPRISES INC.**

P.O. No.: **029997**

Address : **Quezon City**

Date : **July 03, 2023**

Mode of Procurement : **Public Bidding**

Gentlemen:

Please furnish and/or deliver to this office the following articles subject to the terms and conditions contained herein:

Place of delivery : \_\_\_\_\_

Delivery Term : \_\_\_\_\_

Date of delivery : \_\_\_\_\_

Payment Term : \_\_\_\_\_

Item No.	Quantity	Unit	Description	Unit Cost	Amount
20	2	pcs	Computer Table Tower Type Compact Computer Table Ideal for practically any Workplace Setting with detachable shelf materials: metal & MDF wood style: panel Color: Graphite black Dimension:70 (W) x 51 (D) x 81 (H) cm weight: 176kgs	4,500.00	9,000.00
21	9	pcs	Clerical Office Chair Seat upholstery Combination of mash and fabric for extra comfort Metal & PU Nylon Arm Rests Aluminum Base Adjustable Seat Height With Till Mechanism 360 degree swivel function Color: Red Dimension: 61 (W) x 58 (D) x 94-102 (H) cm Weight: 13kgs Weight Capacity: 100kgs	7,794.00	70,146.00
22	6	pcs	Taskchair mesh Fabric Black Seat Material: fabric Backrest Material: Mesh with comfortable armrests adjustable seat height 360 degree swivel function star base for stability color: black dimensions: 56 (W) x 53 (D) x 90 (H) cm weight:9kgs	4,283.50	25,701.00
23	1	pc	Filing Cabinet Vertical 4 drawer with lock 4 drawer vertical Filing Cabinet with anti tilt lock mechanism/KD with steel handle lock compatible with A4, FC, ketter & legal size files Color: Gray Dimensions: 46 (W) x 62 (D) x 134 (H) cm weight: 43kgs	13,578.00	13,578.00
24	1	pc	Folding table High density polyethylene table top powder coated steel frame uv protected weather resistant table measures 4 feet long stands 74cm high color: dark Grey	4,290.00	4,290.00
25	1	pc	<b>CENTRAL RECORDS</b> Executive table ozex03-18 brown oak/black 180Wx 80Dx75Hcm Side return 100Wx40Dx75Hcm	23,393.50	23,393.50
26	1	pc	Executive Chair, black made from PVC, Chrome base stylish & multifunctional easy to assemble	6,754.00	6,754.00
27	1	unit	<b>ASSETS</b> Vertical Steel Drawer 2 drawer vertical Filing Cabinet with Anti-Tilt Lock Mechanism/KD with Steel Handle Lock	7,793.50	7,793.50

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Total Amounts in Words: \_\_\_\_\_

In case of failing to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Confirms: **BIGCRATE ENTERPRISES INC.**  
Signature over printed name

Signature over printed name

**July 12, 2023**

Date

Very Truly Yours

**Mayor ROZZANO RUFINO B. BIAZON**

Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA7160 this portion must be accomplished)

Approved to be purchased thru Negotiated Purchas per Sangguniang Res. No.: \_\_\_\_\_

Certified Correct: \_\_\_\_\_

Secretary of the Sanggunian

Requesting Office/Dept. \_\_\_\_\_

Authorized Official

Funds Available : \_\_\_\_\_

Amount: \_\_\_\_\_

R.O. No.: \_\_\_\_\_

Chief Account



