



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 Office Equipment, 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 October 10, 2023

Name of the Bidder or Representative ELVIN JAY DUMALAG

Authorized signature 

Contract Agreement

THIS AGREEMENT made the ____ day of 21 2023 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 Office Equipment, 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 **Four Million Four Hundred Eighty Five Thousand Nine Hundred Six Pesos & 70/100 (P4,485,906.70)** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

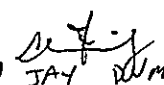
1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be 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 **Four Million Four Hundred Eighty Five Thousand Nine Hundred Six Pesos & 70/100 (P4,485,906.70)** or such other sums as may be ascertained, **BIG CRATE ENTERPRISE INC.** agrees to the **Supply & Delivery of Office Equipment, 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.

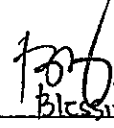

Hon. ROZZANO RUFINO B. BIAZON
 City Mayor


ELVIN JAY DUMALAG
 Supplier

for:
CITY GOVERNMENT OF MUNTINLUPA

for:
BIG CRATE ENTERPRISE INC.


MERVE MAGANDA

Signed in the presence of:

Belinda Blessie Macagay

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
 CITY OF MUNTINLUPA)

BEFORE ME, a Notary Public for and in Muntinlupa City, this 21 day of SEP 21 2023 2023, personally appeared:

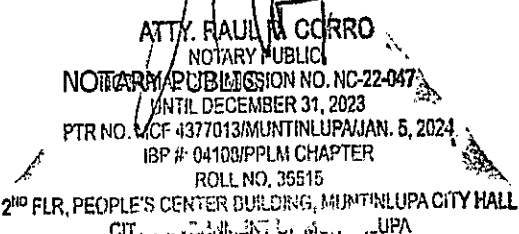
NAME
 Hon. ROZZANO RUFINO B. BIAZON
Elvin Jay Dumalag

GOVERNMENT ISSUED ID NO.
 Driver's License N03-86-030998
Driver's License N25-16-026092

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.

Doc. No. 479
 Page No. 97
 Book No. CDX1
 Series of 2023.


 ATTY. RAUL A. CORRO
 NOTARY PUBLIC
 NOTARY PUBLIC COMMISSION NO. NC-22-047
 UNTIL DECEMBER 31, 2023
 PTR NO. VCF 4377013/MUNTINLUPA/JAN. 5, 2024
 IBP #: 04108/PPLM CHAPTER
 ROLL NO. 35515
 2ND FLR, PEOPLE'S CENTER BUILDING, MUNTINLUPA CITY HALL
 CIT. GOVERNMENT OF MUNTINLUPA

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



Last Name, First Name, Middle Name
DUMALAG, ELVIN JAY ALVAR

Nationality	Sex	Date of Birth	Weight (kg)	Height(m)
PHL	M	1996/09/22	70	1.63

Address
**330 M DE CASTRO ST BAGONG BARRIO
KALOOKAN CITY**

License No.	Expiration Date	Agency Code
N25-16-026092	2026/09/22	N25

Blood Type	Eyes Color
	BLACK

DL Codes
A, A1, B, B1, B2

Conditions
4

Signature of Licensee
[Signature]

EDGAR C. GALVANTE
Assistant Secretary

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



Last Name, First Name, Middle Name
BIAZON, ROZZANO RUFINO BUNOAN
 Nationality Sex Date of Birth Weight (kg) Height (cm)
 PHL M 1969/03/28 103 177
 Address
 319 TAAL ST AYALA ALADANG VILLAGE,
 MANTINLUPA CITY
 License No. Expiration Date Agency Code
 NS2-86-030998 2023/03/20 H40

Hair Color Eyes Color
 Black BROWN
 Complexion
 Fair A

[Signature]
 Signature of Licensee

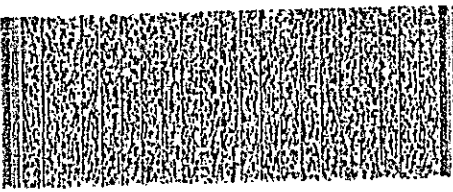
[Signature]
 EDGAR C. CALVAITE
 Assistant Secretary

IN OTHER NOTIFICATIONS
 FINAL NOTIFICATION SET ORIGIN
 IV. IN CASE OF EMERGENCY/NOTIFY
 EMERGENCY CONTACT NAME AND ADDRESS
 NAME AND ADDRESS
 TEL. NO. (OPTIONAL)

- 1. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 2. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 3. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 4. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 5. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 6. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 7. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:
- 8. THIS LICENSE IS VALID FOR THE OPERATION OF MOTOR VEHICLES OF THE FOLLOWING CLASSIFICATION:



Serial Number
057281286



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PURCHASE ORDER
City Government of Muntinlupa

Supplier : **BIGCRATE ENTERPRISES INC.**

P.O. No.: **030497**

Address : West Fairview, Quezon City

Date : Sept. 27, 2023

Mode of Procurement : 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
1	50	pcs	MAYOR'S OFFICE Folding Table, D. Gray 182X76cm 10 year Limited Warranty 2.1" Table Top Thickness 32.2LB, Rust Resistant Powder Coated Steel Frame	3,640.00	182,000.00
2	20	pcs	UV Protected High Density Polyethylene Tent 10ftX20ft w/ Print Eave Height 4mtrs Roof Fixing: Rubber Tensioning Eave/Ridge Connection Hot-Dip Galvanized Steel Insert Waterproof, Fireproof UV Resistant	30,000.00	600,000.00
3	5	pcs	Roofbeam Upright Support Tent 10ftX10ft w/ Print Eave Height 4mtrs Roof Fixing: Rubber Tensioning Eave/Ridge Connection Hot-Dip Galvanized Steel Insert Waterproof, Fireproof UV Resistant	20,000.00	100,000.00
4	35	units	Roofbeam Upright Support CITY HEALTH OFFICE Office Table Material: MDF, scratch, moisture, and burn resilient Color: Walnut Dimension: L47.25" x W24" x H30"	8,840.00	309,400.00
5	35	units	Office Chairs Color: Black Dimension: L22" x W8" x H37" Adjustable to H41"	4,550.00	159,250.00
6	11	units	Steel Cabinet, Vertical 4 layer Material: Metal Color: Light Grey Dimension: W18" x D24.5" x H54.25"	11,050.00	121,550.00
7	100	units	Monoblock chairs Color: Blue Back Rest HT: 780mm Front Legs Distance: 355mm Seat HT: 375mm Seat Length: 355mm Side Legs Distance: 365mm	600.00	60,000.00
With Continuation....					

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

Confrome:  **BIGCRATE ENTERPRISES INC.**

Signature over printed name

Very Truly Yours

 **Mayor ROZZANO RUFINO B. BIAZON**

Authorized Official

10/10/2023

Date

(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. : 030497
 Address : West Fairview, Quezon City Date : Sept. 27, 2023
 Mode of Procurement : BIDDING

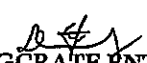
Gentlemen :
 Please be furnish this office the following articles subject to the terms and condition contain herein:

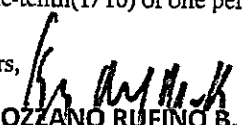
Place of delivery : _____ Delivery Term : _____
 Date of delivery : _____ Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
8	2	units	Seat Width: 370mm Gross Weight: 2.28kg Material: thermoplastic polypropylene MAYOR'S OFFICE 5-layer Vertical Filing Cabinet, Metal Frame Swing Glass Panel Door, Adjustable Shelves Dimension: W90XD40XH185cm Light Gray or Beige	16,094.00	32,188.00
9	4	units	Smart Phone 6.56" 720X1612 pixels resolution OS, Android 12, Weight 186g, Dual Cam 13MP (service phone for Mayors, KMAC, Sound System, & Libreng Hiram)	3,200.00	12,800.00
10	1	unit	Paper Shredder 2 hours Continuous Operation Shreds paper into 4X40mm cross cut pieces 1.8m/min, Shreds 17 sheets of 70gsm paper Jam Proof	40,000.00	40,000.00
11	1	unit	High Pressure Washer Cleaner 150 bar, 1800W with Soap Bottle & Wheel Auto Stop System	9,000.00	9,000.00
12	1	unit	LAKE MGMT. OFFICE Cabinet Mobile Pedestal 3 Drawer including 1 Central Lock Coated Steel Black Dimension 40W	6,500.00	6,500.00
13	4	units	Long table, Fold in half 6ft. blow mold	3,640.00	14,560.00
14	5	units	Table/Clerical/Writing Table with 3 drawer pedestal dimension 120W X 75h CM Beech Dark Gray LAKE MGMT. OFFICE	10,190.00	50,950.00
15	1	unit	Laminating Machine, cosmic 2 A4 Laminates 80-125 Micron pouches	9,093.50	9,093.50
16	1	unit	bottom load, hot & cold water dispenser	12,347.00	12,347.00
17	1	unit	coffee maker for 100 cups	9,200.00	9,200.00
18	2	units	YASDO Filing Cabinet Lateral 3D-JF LC003 LAKE MGMT. OFFICE	14,943.50	29,887.00
19	2	units	30" Tripod Type Industrial Fan 280 Watts Power 3 Fan Speed Control w/ Oscillation Adjustable Height up to 183 CM with Continuation...	10,905.25	21,810.50

Total Amounts in words: _____

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

Conforme: 
BIGCRATE ENTERPRISES INC.
 Signature over printed name
10/10/2023
 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 purchase thru Negotiated Purchase per Sangguniang Res. No. : _____ Certified Correct : _____ Secretary of the Sanggunian	Requesting Office/Dept. _____ _____ Authorized Official	Funds Available : _____ Amount : _____ R.O. No. : _____ _____ Chief Account
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PURCHASE ORDER
City Government of Muntinlupa

Supplier : BIGCRATE ENTERPRISES INC. P.O. No. : 030497
 Address : West Fairview, Quezon City Date : Sept. 27, 2023
 Mode of Procurement : BIDDING

Gentlemen :
Please be furnish this office the following articles subject to the terms and condition contain herein:

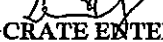
Place of delivery : _____ Delivery Term : _____
 Date of delivery : _____ Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
20	19	units	SOCIAL SERVICES DEPARTMENT 2-Crank Manual Hospital Bed Double Rocker Care Bed Aluminum Alloy Guardrails 2 Crank Hospital Bed With instrument tray under SS Side Rails With IV Pole 6" Customized mattress for crank 2 years warranty	32,500.00	617,500.00
21	1	unit	Exercise Bike Upright Maximum Load: 300kg LED display, multiple functions Resistance adjuster Adjustable seat and arm rest Safe, anti-skid pedals 2 years warranty	19,500.00	19,500.00
22	1	unit	Lifting Bench Maximum Load: 150kg Maximum of Usable Weight 100kg Multiple Adjustable back rest 2 years warranty	11,000.00	11,000.00
23	1	unit	Treadmill Type: Motorized Treadmill Display: LED Screen Running Belt Thickness: 3.00mm Max Load Weight: 200kg 2 years warranty	59,999.00	59,999.00
24	1	unit	Single Bed Bed frame size: 90x200cm 6" mattress Comfortable head board	16,150.00	16,150.00
25	14	units	5-Layer Glass Sliding Door Steel Cabinet 185cm x 90cm x 40cm Adjustable shelves height	13,500.00	189,000.00
26	2	sets	6-Seater Dining Table and Chairs	55,100.00	110,200.00
27	1	unit	Bible Stand	19,500.00	19,500.00
28	1	set	Coffee Table Set 1 coffee table	13,000.00	13,000.00

with Continuation...

Total Amounts in words: _____

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

Conforme: 
BIGCRATE ENTERPRISES INC.
 Signature over printed name
10/10/2023
 Date

Very Truly yours,

Mayor ROZANG 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 purchase thru Negotiated Purchase 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. : 030497
 Address : West Fairview, Quezon City Date : Sept. 27, 2023
 Mode of Procurement : BIDDING


Gentlemen :
Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____ Delivery Term : _____
 Date of delivery : _____ Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
29	1	unit	2 chairs Office Table	12,900.00	12,900.00
30	1	unit	Office Table with Side Drawers L120cm x D70cm x 60cm L-Shape Executive Table MCF finish table top With mobile pedestal and side drawers	36,000.00	36,000.00
31	3	pcs	W160 x D80 x H76cm 3-Seater Leather Sofa Note: For more detailed specifications please find attached canvass	38,500.00	115,500.00
32	8	units	MAYOR'S OFFICE Evaporative Air Cooler 750 Watts power for 100-150sqm area 18,000m3/h airflow 60 liters water tank capacity Heavy Duty Type Axial Flow Type with 1 hour to 24 hours timer with ionizer with automatic vertical louver with remote control and caster wheels w/ lock	85,794.00	686,352.00
33	4	units	Dimension: L44"XW26.5"XH60.5" Air Humidifier Drying Function/Auto Mode Function Child Lock Function/Swing Function High and Low Fan Speed Sleep Mode Touch Panel LED Display Silent Dehumidification 4L water tank for 68sqm Full Water Tank Indicator Dimension: W256XD415XH203mm	22,100.00	88,400.00
34	20	pcs	SANGGUNIANG PANLUNGSOD Tent (heavy duty) *10x10 lona with schedule 40 pipe	20,000.00	400,000.00
35	1	pc	COLEGIO DE MUNTINLUPA Conference Table 10-Seater MDF Board, Tubular Steel Legs	32,500.00	32,500.00

Total Amounts in words: _____

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

Conforme: 
BIGCRATE ENTERPRISES INC.
 Signature over printed name
10/10/2023
 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 purchase thru Negotiated Purchase 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

PURCHASE ORDER
City Government of Muntinlupa

Supplier : BIGCRATE ENTERPRISES INC. P.O. No. : 030497
 Address : West Fairview, Quezon City Date : Sept. 27, 2023
 Mode of Procurement : BIDDING


Gentlemen :
Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____ Delivery Term : _____
 Date of delivery : _____ Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
36	1	set	Dimension: 320x120x75CM Color: Black Metal Frame; Cherry Top Table Sofa Set 1pc 2-Seater (58x30 inches) 2 pcs 1-Seater (28x30 inches) Mahogany Frame	9,100.00	9,100.00
37	1	pc	Color: Gray Center Table Rose Gold Frame; Tempered Glass	21,450.00	21,450.00
38	1	set	Dimension: 90x38CM Customized Glass Cabinet Set 1 unit of 1,570 x 1,480 x 40cm Analok 3 Layers 4 doors with 4 locks	70,200.00	70,200.00
39	1	pc	1 unit of 3,900 x 1,480 x 40CM Analok 3 Layers 10 doors with 10 locks Coffee Table	6,500.00	6,500.00
40	1	set	Color: Weinge Dimension: 120 x 80 x 40CM Windows Blind Set Semi Black Out Combi Blinds - Wood Look Color: Ivory	28,080.00	28,080.00
41	1	pc	4 PCS OF 1.97x0.60M 2 pcs of 2.40x0.60CM BUDGET AND MANAGEMENT DEPT. Ofix Korean - 110 Adjustable Back Height w/ Seat Slide (Dark Gray)	12,998.70	12,998.70
42	5	pcs	Deluxe D57 XTM Ergonomic Office Chair BUILDING OFFICE	11,698.70	58,493.50
43	1	pc	CONFERENCE TABLE, RECTANGULAR, 8-SEATER 3023 Conference Table MDF Material Black/Sonama Color Size 2.0M Dimension L2000 X W1000 X H750 mm with Continuation...	18,850.00	18,850.00

Total Amounts in words: _____

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

Conforme: 
BIGCRATE ENTERPRISES INC.
 Signature over printed name
10/10/2023
 Date

Very Truly yours, 
Mayor ROZZANO RUFINO B. BIAZON
 Authorized Official

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	_____ Authorized Official	_____ Chief Account

PURCHASE ORDER
City Government of Muntinlupa

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 Address : West Fairview, Quezon City Date : Sept. 27, 2023
 Mode of Procurement : BIDDING


Gentlemen :
Please be furnish this office the following articles subject to the terms and condition contain herein:

Place of delivery : _____ Delivery Term : _____
 Date of delivery : _____ Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
44	5	pcs	FURNITURE, RACK , BOTTLES OPEN-TYPE, 5 TIER Dimension (L49 X W19 X H72 in.)	5,400.00	27,000.00
45	1	pc	OFFICE CHAIR, VISITOR'S, STEEL, 4-GANG 4-Seater gang chair with back rest In full stainless steel Silver Dimension (W238 X D66 X H80CM) Weight 38kgs	10,254.00	10,254.00
46	1	unit	TREASURER'S OFFICE Lateral filling cabinet 3 drawers with anti-tilt lock mechanism with steel handle lock compatible with A4, FC, letter and legal size files dimensions: 90(W) x 103(H) x 45 (D) cm Nothing Follows...	14,943.50	14,943.50
*** For Various Offices. ***					

Total Amounts in words: _____ **4,485,906.70**

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

Conforme: 
BIGCRATE ENTERPRISES INC.
 Signature over printed name
10/10/2023
 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 purchase thru Negotiated Purchase 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
	_____ Authorized Official	_____ Chief Account