



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

**NOTICE TO PROCEED**

**VITARA MARKETING**

Quezon City

Dear Sir / Madame:

The attached Contract Agreement having been approved, notice is hereby given **VITARA MARKETING** that the CONTRACT of the City Government of Muntinlupa for the "**Supply & Delivery of Furniture & Fixtures for Various Schools in Muntinlupa**", 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   C-25-24  

Name of the Bidder or Representative   Benedict Tiu  

Authorized signature 

## ***Contract Agreement***

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THIS AGREEMENT made the \_\_\_\_ day of MAY 24 2024 between **CITY GOVERNMENT OF MUNTINLUPA** of the Philippines (hereinafter called "the Entity") of the one part and **VITARA MARKETING** 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 Various Schools in Muntinlupa** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Eight Million Three Hundred Ninety Two Thousand Four Hundred Nine Pesos & 20/100 (P8,392,409.20)**(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;

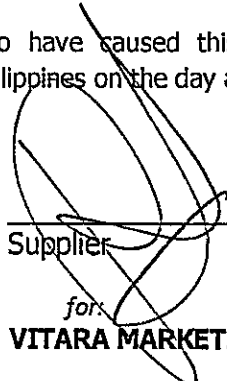
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - 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 **Eight Million Three Hundred Ninety Two Thousand Four Hundred Nine Pesos & 20/100 (P8,392,409.20)** or such other sums as may be ascertained, **VITARA MARKETING** agrees to the **Supply & Delivery of Furniture & Fixtures for Various Schools In Muntinlupa** 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

for:  
**CITY GOVERNMENT OF MUNTINLUPA**

  
 \_\_\_\_\_  
 Supplier  
 for:  
**VITARA MARKETING**

  
 \_\_\_\_\_

Signed in the presence of:

  
 Belinda Blossie Maracaga

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 CITY OF MUNTINLUPA )

CITY OF MANILA

BEFORE ME, a Notary Public for and in Muntinlupa City, this \_\_\_ day of MAY 24 2024, personally appeared:

NAME

GOVERNMENT ISSUED ID NO.

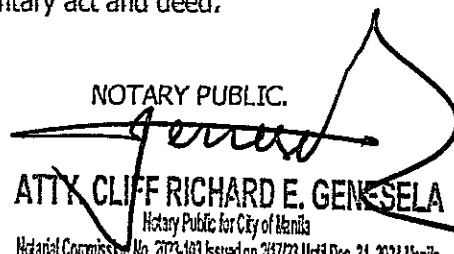
Hon. ROZZANO RUFINO B. BIAZON

Driver's License N03-86-030998

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. 226  
 Page No. 47  
 Book No. LV  
 Series of 2024.

NOTARY PUBLIC.  
  
**ATTY CLIFF RICHARD E. GENESELA**  
 Notary Public for City of Manila  
 Notarial Commission No. 2023-183 Issued on 2/17/23 Until Dec. 31, 2024 Manila  
 IBP No. 394626 Issued on Jan. 03, 2024 Pasig City Roll No. 49006  
 PTR No. 1521034 Issued on Jan. 02, 2024 Until Dec. 31, 2024 Manila  
 MCLE No. VII-6022536 Issued on July 15, 2022 Until April 14, 2025  
 Office Add: Mazzanin San Luis Bldg., 1006 Orosa St., Ermita, Manila

**PURCHASE ORDER**  
City Government of Muntinlupa

Supplier: **VITARA MARKETING** P.O. No.: **31976**  
 Address: **Quezon City** Date: **June 19, 2024**  
 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
1	700	pcs	Student chairs with table size: table 60X40X 66-78cm, chair 40x36x36-46cm; Table Top: 18mm MDF with HPL surface; carcass tubes of desk and chair are 1.2mm thickness. Front Panel is up side on the front tubes with screws fixed. Must be the Same Design, Structure, Colors as the Existing 5. Chair frame: 40*20*1.2mm egg tube, powder coated. Side Plate - 0.6mm GB710-88 Cold Roll Steel Pre-Treatment- Zn PHOSPHORIZATION for material testing. OVAL TUBE GB710 Certification steel tube moulded Oval EGG TYPE TUBE STEEL. Electrostatic Powder Coating- Epoxy Polyester Powder All ITEM MUST HAVE Certification for ANTI- Rusting, dampproof, WITH SGS of ABS Material	9,582.00	6,707,400.00
2	38	pcs	6. Drawer made of 44mm steel wire. Office Chair PHY Certification E1 European Standard Zn PHOSPHORIZATION SGS certification for material testing. OVAL TUBE GB710 Certification steel tube moulded Oval EGG TYPE TUBE STEEL 0.6mm GB710-88 Cold Roll Steel With SGS material Testing EN7001 certification. Wooden COLOR finished with combination locker features Top Plate- 0.6mm GB710-88 Cold Roll Steel Plate Bottom- 0.6mm GB710-88 Cold Roll Steel Side Plate- 0.6mm GB710-88 Cold Roll Steel Back Plate- GB710-88 Cold Roll Steel	7,857.00	298,566.00

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

In case of failure 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

Conformed: **VITARA MARKETING**  
 Signature over printed name  
 Date: **6-25-24**

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 Purchase per Sangguniang Res. No.: \_\_\_\_\_

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

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

Authorized Official

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

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

Chief Account

*Handwritten mark*

# PURCHASE ORDER

## City Government of Muntinlupa

Supplier : VITARA MARKETING P.O. No. : 31976  
 Address : Quezon City Date : June 19,2024  
 Mode of Procurement : Public 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
3	70	pcs	Steel Drawer Face- 0.6mm GB710-88 Cold Roll Steel Stiffener- 0.6mm GB710-88 Cold Roll Steel Frame- 0.6mm GB710-88 Cold Roll Steel Mobile Pedestal Flush & Side Handle 1. Size: H650*W400*D500MM 2. Central Lock 3. Pencil Box for First Drawer 4. Plastic Divider for 3rd Drawer 5. Drawer Sliding: Stainless Steel Ball-Bearing Soft Closing Full Extension 6.5 Casters, 2 Casters with Break 7. 0.6MM Cold Rolled Steel with Sandy Matt Surface Electrostatic Powder Coating Finish	7,497.00	524,790.00
4	28	pcs	Executive Chair Material: Leather Color: Black Dimension: L26" x W22" x H45"	7,794.00	218,243.20
5	30	pcs	Executive Table Material: Malaysian Wood Color: Wenge Table Dimension: W1600D800x760mm *45 days delivery period	21,447.00	643,410.00
xxxxxxxxxxx Page 2 xxxxxxxxxxx Supply & Delivery of Furniture and Fixture for Various Schools in Muntinlupa City by School Division Office.					===== 3,392,409.20

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: VITARA MARKETING Signature over printed name  
 Date 6-25-24  
 Very Truly yours,  
Mayor ROZZANO RUFING 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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