



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

NOTICE TO PROCEED

VITARA MARKETING

Quezon City

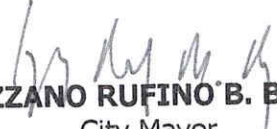
Dear Sir / Madame:

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 Office Supplies to be used by OSCA"**, 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.

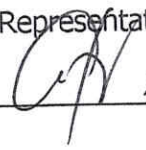
Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below. Kindly keep one (1) copy and return the other copy to the Bids and Awards Committee Secretariat.

Very truly yours,


Hon. ROZZANO RUFINO B. BIAZON
City Mayor

I acknowledge receipt of this Notice on 12/20/24

Name of the Bidder or Representative Angelica Tin

Authorized signature  12/20/24

CGM-OP-BAC-08F047

City Government of Muntinlupa

Supplier : **VITARA MARKETING**
Address : **Quezon City**

P.O. No.: **32900**
Date : **December 12, 2024**
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 : _____
Date of delivery : _____
Delivery Term : _____
Payment Term : _____

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	200	box	Blank PVC Cards for Smart 31sFor Printing of Senior Citizens' PVC ID	1,623.00	324,600.00
2	80	pack	Label Sticker G0002 1 716x4 272sFor Senior Citizens' Booklet	243.00	19,440.00
3	400	pc	Ribbon Kits (125 Card Print Per Piece)For Smart 31s	7,148.00	2,859,200.00
4	7	pc	Toner, Kyocera TK1175	9,631.00	67,417.00
5	7	carts	DP Ink DA24	1,265.00	8,855.00
xxxxxx NOTHING FOLLOWS xxxxxx---					
SUPPLY AND DELIVERY OF OFFICE SUPPLIES BY OSCA					3,279,512.00

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

Conforme: **VITARA MARKETING**
Signature over printed name
Date **12/20/24**

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