



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

**NOTICE TO PROCEED**

**VITARA MARKETING**  
Novaliches, Quezon City

Dear Sir / Madame:

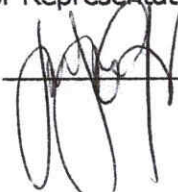
The attached Contract Agreement having been approved, notice is hereby given to **VITARA MARKETING** that the CONTRACT of the City Government of Muntinlupa for the "**Early Procurement Activity (EPA) for the Supply & Delivery of Mineral Water Slim Containers w/water & Stickers**", shall commence effective 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 2/28/25  
Name of the Bidder or Representative Angelica Tu  
Authorized signature 

## **Contract Agreement**

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THIS AGREEMENT made the \_\_\_\_\_ day of JAN 31 2025 20\_\_\_\_ between **CITY GOVERNMENT OF MUNTINLUPA** of the Philippines (hereinafter called "the Entity") of the one part and **VITARA MARKETING** with address at Novaliches, Quezon City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly for the **Early Procurement Activity (EPA) for the Supply & Delivery of Mineral Water Slim Containers w/water & Stickers** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Seven Million Two Hundred Twelve Thousand Four Hundred Pesos (P7,212,400.00)** (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 **Seven Million Two Hundred Twelve Thousand Four Hundred Pesos (P7,212,400.00)** or such other sums as may be ascertained, **VITARA MARKETING** agrees to the **Early Procurement Activity (EPA) for the Supply & Delivery of Mineral Water Slim Containers w/water & Stickers** 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**

  
 Eva Antonio

Signed in the presence of:   
 Belinda Blessie Marasaga

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES )  
 CITY OF MUNTINLUPA )  
**MAKATI CITY**

**MAKATI CITY**

**JAN 31 2025**

BEFORE ME, a Notary Public for and in Muntinlupa City, this \_\_\_ day of \_\_\_\_\_ 2025, personally appeared:

NAME

GOVERNMENT ISSUED ID NO.


Hon. ROZZANO RUFINO B. BIAZON

City Government of Muntinlupa ID No. EL-0010632

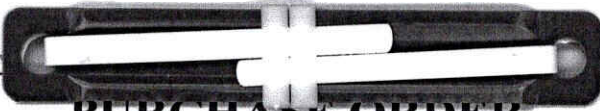
Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own voluntary act and deed.

WITNESS MY HAND SEAL.

Doc. No. 326;  
 Page No. 66;  
 Book No. 12;  
 Series of 2025.

NOTARY PUBLIC.  
  
**JOSHUA R. LAPUZ**  
 Notary Public for Makati City  
 Appointment No. M-16 / Until: 12-31-25  
 Roll No. 45790 / IBP Lifetime No. 4897 / 07-03-03  
 PTR No. 10466007 / 01-02-25 / Makati City  
 MCLE No. VII-0016370 / Issued 04-26-22  
 G/F Fedman Suites, 199 Salcedo St.  
 Legaspi Village, 1229 Makati City





**PURCHASE ORDER**  
City Government of Muntinlupa

Supplier : VITARA MARKETING P.O. No.: 33198  
 Address : Quezon City Date : February 18, 2025  
 Mode of Procurement : Bidding

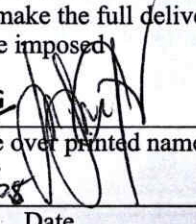
Gentlemen:  
Please furnish and/or deliver to this office the following articles subject to the terms and conditions contained herein:

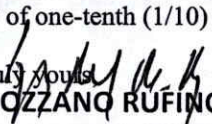
Place of delivery : \_\_\_\_\_ Delivery Term : \_\_\_\_\_  
 Date of delivery : \_\_\_\_\_ Payment Term : \_\_\_\_\_

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	7300	pcs	<b>COUN. RONGAVILLA</b> Mineral water slim container with water and sticker (5 gallons)	247.00	1,803,100.00
2	7300	pcs	<b>COUN. MARTINEZ</b> Mineral water slim container with water and sticker (5 gallons)	247.00	1,803,100.00
3	7300	pcs	<b>COUN. BAES</b> Mineral water slim container with water and sticker (5 gallons)	247.00	1,803,100.00
4	7300	pcs	<b>COUN.TADEFA</b> Mineral water slim container with water and sticker (5 gallons)	247.00	1,803,100.00
xxxxxx NOTHING FOLLOWS xxxxx--					=====
SUPPLY & DELIVERY OF MINERAL WATER SLIM CONTAINER WITH WATER & STICKER					7,212,400.00

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  
2/28/25 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 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