



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

**NOTICE TO PROCEED**

**PREMIER OPTION TRADING CORPORATION**

Quezon City

Dear Sir / Madame:

The attached Contract Agreement having been approved, notice is hereby given to **PREMIER OPTION TRADING CORPORATION** that the CONTRACT of the City Government of Muntinlupa for the **"Supply & Delivery of Office Equipment & Furniture 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 April 28, 2025

Name of the Bidder or Representative Roberto A. Castaneda

Authorized signature 

### *Contract Agreement*

**MAR 27 2025**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between **CITY GOVERNMENT OF MUNTINLUPA** of the Philippines (hereinafter called "the Entity") of the one part and **PREMIER OPTION TRADING CORPORATION** 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 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 Eight Hundred Two Thousand One Hundred Eight Pesos (P1,802,108.00)** (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 Eight Hundred Two Thousand One Hundred Eight Pesos (P1,802,108.00)** or such other sums as may be ascertained, **PREMIER OPTION TRADING CORPORATION** agrees to the **Supply & Delivery of Office Equipment & Furniture 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


for:  
**CITY GOVERNMENT OF MUNTINLUPA**

  
Rogelio A. Castro Jr  
Supplier

for:  
**PREMIER OPTION TRADING CORPORATION**

  
MEYNE MORADO

Signed in the presence of:

  
EVA ANTONIO

#### ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES )  
CITY OF MUNTINLUPA )

**MAR 27 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

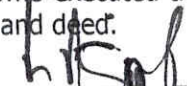
ROGELIO A. CASTRO JR.

N04 - 24 - 004156

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. 42;  
Page No. 30;  
Book No. VI;  
Series of 2025.

  
**MEYNARD R. JOB**  
NOTARY PUBLIC.  
Notary Public for Muntinlupa City  
Notarial Commission No. 25-006  
Until December 31, 2026  
PTR No. 4763634 / Jan. 02, 2025 / Muntinlupa City  
IBP Lifetime No. 014640 / Jan. 04, 2016  
Roll No. 49786 / PPLM  
MCLE Compliance No. VIII-0013888 / April 14, 2022  
2731-C Bruger Street, Bruger Subdivision,  
Putatan, Muntinlupa City



PURCHASE ORDER  
City Government of Muntinlupa

Supplier : **PREMIER OPTION TRADING CORP.**

Address : **Quezon City**

P.O. No.: **33515**

Date : **April 21, 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 : \_\_\_\_\_

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

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

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

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	1	unit	<div><b>DDRM</b> <b>ELECTRIC PALLET STACKER</b> <b>Specifications:</b> Type: Fork over Minimum Load Capacity: 1,000kg Minimum Height Lifting Capacity: 3 meters Battery type: Lead Acid Type Battery Capacity: 24v/100aH Charger: Standard Charger Fork Length: 650* 1,150mm Load Center: 600mm Fork Size: (Length x Width x Thickness 1,150/160/60mm Mast: 2 Stage Driving Speed: 4.0km/hr Overall Length 1,740mm Overall Width: 795 mm Overall Height: 2,080mm Minimum Turning Radius (mm): 1,342mm Hoisting Motor (KW): 2.2 km Controller: Curtis Net Weight: 520kg Tire Type: Polyurethane Brake: Electr Magnetic  <b>Inclusion:</b> Four (4) Plactic Pallet <b>Delivery Period:</b> Thirty (30) Working Days <b>Warranty:</b> One (1) Year</div>	490,000.00	490,000.00

xxxxxx PAGE 1 xxxxxx--

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: **PREMIER OPTION TRADING CORP.**  
**Rogelio A. Castan Jr.**  
Signature over printed name  
**April 28, 2025**  
Date

Very Truly yours,

**Mayor ROZZANO RUFINO B. BIAZON**  
Authorized Official

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

Supplier : **PREMIER OPTION TRADING CORP.** P.O. No. : **33515**  
Address : **Quezon City** Date : **April 21, 2025**  
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
2	10	pcs	<b>TREASURY</b>		
3	10	pcs	<b>CHAIR</b> , Clerical, Mesh, Mid-Back with Wheels	6,400.00	64,000.00
4	2	pcs	<b>FILING CABINET</b> , Mobile Pedestal, 3 Drawers, Dimension 40W56.5D X 65.5 (H) cm 14kg	5,713.00	57,130.00
5	4	pcs	<b>FILING CABINET</b> Lateral 4 Door, 90W X 450X 103(H)cm, 65kg	21,000.00	42,000.00
6	5	pcs	<b>FILING CABINET</b> , Vertical 4-Door, 46WX62DX103(H)	14,000.00	56,000.00
7	2	pcs	<b>TABLE</b> , 4ft Fold in Half, Heavy Duty	5,500.00	27,500.00
8	1	pcs	<b>WATER DISPENSER</b> , Top Load, Hot/Cold/Warm Function	15,500.00	31,000.00
9	2	pcs	<b>REFRIGERATOR</b> , 5.3cu.ft., Single Door, Inverter Manual Frost System	22,000.00	22,000.00
10	1	pcs	<b>AIR PURIFIER</b> , 3-Stage Filter w/UV Light, Dust Sensor up to 2.5 PM	21,000.00	42,000.00
11	1	pcs	<b>VACUUM CLEANER</b> , Wet and Dry, 1100 Watts, Heavy Duty	32,000.00	32,000.00
12	1	pcs	<b>PAPER SHREDDER</b> , Power Shred, Cross-Cut Shredder	38,000.00	38,000.00
13	3	pcs	<b>FLOOR POLISHER</b> , 16-Diameter, 560 Watts Heavy Duty	72,400.00	72,400.00
			<b>FIREPROOF RECORD SAFE</b> with Compartment with Digital Combinatio with Outdoor Powder Coated Fingerprint Safe (Vault)	88,300.00	264,900.00
14	1	unit	<b>LMO</b> <b>SPEAKER</b> with 800w RMS Powerful Sound Dynamic Frequency Response Colorful Customizable Lightshow IPX4 Splashproof Easy to grip handle and robust wheels Guitar and Mic Inputs Color Black Bluetooth V5.1 Wattage: 800 watts  Warranty: One (1) Year Warranty	55,800.00	55,800.00
15	2	unit	<b>MCTI</b> <b>POS System Cashier Machine Cash Register Mesh Cashier Cash Drawer</b> for Retail F&B Restaurant/Grocery Suitable For Restaurant, Café, Stores, xxxxxx PAGE 2 xxxxxx--	19,999.00	39,998.00

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.

**PREMIER OPTION TRADING CORP.** **Mayor ROZZANO RUFINO B. BIAZON**  
Conforme: Pocelis a. Castro Jr Very Truly yours,  
Signature over printed name \_\_\_\_\_ Authorized Official \_\_\_\_\_  
Date April 28, 2025

(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 : **PREMIER OPTION TRADING CORP.**

P.O. No. : **33515**

Address : **Quezon City**

Date : **April 21, 2025**

Mode of Procurement : **Bidding**

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

Place of delivery :  
Date of delivery :

Delivery Term :  
Payment Term :

Item No.	Quantity	Unit	Description	Unit Cost	Amount
16	3	pcs	Good management for inventory and billing Power supply: DC12V 4A Monitor: 10.1 inch capacitive touch screen Customer Display: 10.1 inch (1024*600) screen, Customer Display use: LED 8 digital POS Software: Independent intellectual property rights of software Printer: 58 thermal receipt printer (include in pos) Cash drawer size: 33.5*36.8*8cm CPU: Freescale IMX6 SD ram/NANDFLASH: 512MB/8GB Interface: 2* R5232, 2* USB, 1*LAN, 1*Cash drawer port <b>POSO</b> <b>MOBILE PEDESTAL 3-Drawer</b> - with 3 Drawer including 1 Central lock 1 Pen Tray and 1 File Divider - 5 swivel Castors built for ease on mobility - Material: Power-coated steel - color: Gray - Dimension: 40(W)x56.5(D)x65.5(H) cm - Weight: 14kgs	5,713.00	17,139.00
17	2	pcs	<b>CHAIR JR. EXECUTIVE w/ HEADREST, HIGH BACK MESH</b> - High Quality Mesh w/ lumbar support - nylon back frame & armrest - Adjust head rest - aluminum base - color: black - Dimension: 62(W)x67(D)x104-113(H) cm - Weight: 17kgs	10,003.00	20,006.00
18	2	pcs	<b>PROSECUTOR</b> <b>Executive Table</b> Description: Executive Table Materials: MFC Table & legs, Dimensions:	24,000.00	48,000.00

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.

**PREMIER OPTION TRADING CORP.**

Very Truly Yours, **Mayor ROZZANO RUFINO B. BIAZON**

Conforme: Pogelio A. Castro Jr.  
Signature over printed name  
April 25, 2025  
Date

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

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

Item No.	Quantity	Unit	Description	Unit Cost	Amount
19	14	pcs	main table - (RV 1500) L150xW70xH75 cm fixed pedestal - (RV-F33) L40xW46xH44.5cm side return - (RV-SR90) L90xW40xH75cm Warranty : 1 year Finish: Cherry <b>Office Table</b> Description: Freestanding Table Materials: MFC Boards body with a wood grain melamine surface Warranty : 1 year Finish: Gray, Beechwood	9,490.00	132,860.00
20	1	pc	<b>Senior Executive Chair</b> Description: Highback chair with armrest Materials: Leatherette Seat & Back, Padded Armrest & Chrome Accessories: Gaslift, caster wheel, armrest Warranty : 6 months Finish: Black	10,725.00	10,725.00
21	3	pcs	<b>Office Mesh Chair</b> Description: Clerical Mesh Office Chair 360° swivel - Lumbar support Chrome plated star-base Adustable height Item Dimension: L69cm x W49cm x H88cm	4,550.00	13,650.00
22	10	pcs	<b>Office Chair</b> Description: Midback chair with armrest Materials: Leatherette Chair, PVC Base	6,400.00	64,000.00

xxxxxx PAGE 4 xxxxxx--

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.  
**PREMIER OPTION TRADING CORP.**  
Conforme: Polen A. Escano Jr Signature over printed name  
April 25, 2025 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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Item No.	Quantity	Unit	Description	Unit Cost	Amount
23	1	Unit	MCPL Conference Table (12 Seaters) 25mm MFC Laminated board, powdered coated metal, floor levelers, Center grommet for cable management, Color Hazel + white, (4.2m, PX5 BS3000+rec1200)	69,500.00	69,500.00
24	12	pcs	Office Chair, Grey & White, Fabric Office chair gaslift, tiltlock & tension control, Synchron Tilt, Color White/Grey with black seat, overall (92.5 - 102 x 59 x 61cm, seat - fabric 46x54x45 cm, back - Mesh 55x46 cm)	6,400.00	76,800.00
25	8	pcs	COUN. NIEFES CHAIR, W/ARMREST, MONOBLOCK PLASTIC MATERIAL, STACKABLE	950.00	7,600.00
26	1	Unit	FILING CABINET, MOBILE PEDESTAL 3 DRAWER, DIMENSION 40WX56.5DX65.5H cm 14kg - WITH DRAWER INCLUDING 1 CENTRAL LOCK, 1 PEN TRAY AND 1 FILE DIVIDER - 5 SWIVEL CASTORS BUILT FOR EASE ON MOBILITY - MATERIAL: POWDER COATED STEEL - COLOR: BLACK - DIMENSIONS: 40(W)X56.5(D)X 65.5(H) cm - WEIGHT: 14KGS	7,100.00	7,100.00
xxxxxx PAGE 5 xxxxx--					=====
SUPPLY & DELIVERY OF OFFICE EQUIPMENT & FURNITURE FOR USE OF VARIOUS OFFICES					1,802,108.00

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.

**PREMIER OPTION TRADING CORP.** Ver Mayor **ROZZANO RUFINO B. BIAZON**  
Conforme: Robelio A. Castro Jr. Signature over printed name \_\_\_\_\_ Authorized Official \_\_\_\_\_  
Date April 28, 2025

(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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