

**Contract Agreement Form for the Procurement of Lease of Venue**  
*[Not required to be submitted with the Bid,*  
*but it shall be submitted within ten (10) days after receiving the Notice of Award]*

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**CONTRACT AGREEMENT**  
**No. 2024-11-01**

THIS AGREEMENT made this 15<sup>th</sup> day of November 2024 between **SDO MUNTINLUPA CITY, Student Center for Life Skills (SCLS), Centennial Avenue, Laguerta, Tunasan, Muntinlupa City, Philippines**, hereinafter called “the Entity” of the one part and **Parque España Residence Hotel, 5309 East Asia Drive, Filinvest Corporate City, Alabang, Muntinlupa City, Philippines**, hereinafter called “the Supplier” of the other part.

WHEREAS the Entity invited quotation for certain goods and ancillary services, particularly **Provision of Meals and Venue for the Conduct of 2025 SDO Budget Formulation Workshop: Crafting of Project Profiles, PPMP, APP and APP - CSE (Live - Out)** and has accepted a Bid by the Supplier for the Lease of Venue in the sum of **One Hundred Twenty Thousand Pesos (P 120,000.00)** 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. Request For Quotation (RFQ).
- ii. Winning bidder’s quote, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted.

RFQ, 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. Notice of Award of Contract; and the Bidder’s conforme thereto; and

- iv. 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 Hundred Twenty Thousand Pesos (P 120,000.00)*** or such other sums as may be ascertained, ***PARQUE ESPAÑA RESIDENCE HOTEL***, agrees to the ***Provision of Meals and Venue for the Conduct of 2025 SDO Budget Formulation Workshop: Crafting of Project Profiles, PPMP, APP and APP - CSE (Live - Out)*** in accordance with his/her/its Bid.

4. The ***SDO-MUNTINLUPA CITY*** 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.

  
**VIOLETA M. GONZALES**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

for

***Schools Division Office – Muntinlupa City***

  
**MONIQUE GUINTO**

Authorized Representative

for

***Parque España Residence Hotel***

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES  
MUNTINLUPA CITY

BEFORE ME, a Notary Public for and in the City of MUNTINLUPA CITY, this day of  
personally appeared the following

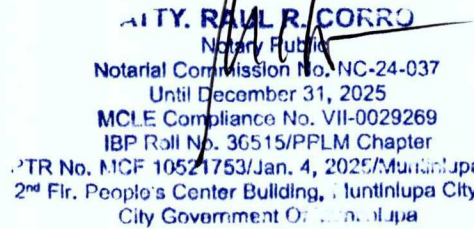
**NOV 15 2024**

  
VIOLETA M. GONZALES

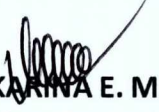
  
MONIQUE GUINTO

WITNESS MY HAND AND SEAL on the date and the place first above written.

Doc No. 484  
Page No. 98  
Book No. DXCIX  
Series of 2024

  
CITY. RAUL R. CORRO  
Notary Public  
Notarial Commission No. NC-24-037  
Until December 31, 2025  
MCLE Compliance No. VII-0029269  
IBP Roll No. 36515/PPLM Chapter  
PTR No. MCF 10521753/Jan. 4, 2025/Muntinlupa City  
2nd Flr. People's Center Building, Muntinlupa City Hall  
City Government of Muntinlupa

Certificate of Availability of Funds:

  
Ms. KARINA E. MEDINA  
Accountant III