

# 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. 2025-01-001

THIS AGREEMENT made this **04<sup>th</sup>** day of **February 2025** 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 **Subic Bay Travelers Hotel and Event Center Inc., Bldg. 281 and 282 corner Aguinaldo and Raymundo Streets, Subic Bay Freeport Zone, Philippines**, hereinafter called "the Supplier" of the other part.

WHEREAS the Entity invited quotation for certain goods and ancillary services, particularly **Board and Lodging for the Conduct of the Empowering School Leaders in SDO Muntinlupa Through Effective Liquidation Practices (Second Posting)** 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.

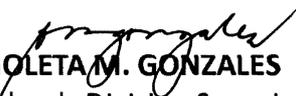
- iii. Notice of Award of Contract; and the Bidder's conforme thereto; and

- 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, ***Subic Bay Travelers Hotel and Event Center Inc.,*** agrees to the ***Board and Lodging for the Conduct of the Empowering School Leaders in SDO Muntinlupa Through Effective Liquidation Practices (Second Posting)*** 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***

  
**JORGEN MICHAEL B. TE**  
Authorized Representative

for

***Subic Bay Travelers Hotel  
and Event Center Inc.***

**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

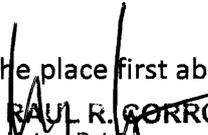
  
**VIOLETA M. GONZALES**

**JORGEN MICHAEL B. TE**

DOTR NO: N03-07-009164

2023-10-16 SBF2

WITNESS MY HAND AND SEAL on this 04 day of FEB 2023 at the place first above written.

  
**ATTY. PAUL R. CORRO**  
Notary Public

Notarial Commission No. NC-24-037

Until December 31, 2025

MCLE Compliance No. VII-0029269

IBF Roll No. 36515/PPLM Chapter

PTR No. MCF 4763774/Jan. 2, 2026/Muntinlupa Cit.  
2<sup>nd</sup> Flr. People's Center Building, Muntinlupa City Ha  
City Government of Muntinlupa

Doc No. 129  
Page No. 27  
Book No. DCXXXII  
Series of 2023

Certificate of Availability of Funds:

  
**Ms. KARINA E. MEDINA**  
Accountant III