

Republic of the Philippines  
Province of Sorsogon

# CITY OF SORSOGON

Office of the City Mayor

Standard Form Number: SF-GOOD-48

Revised on: May, 2004

## Notice of Award

December 11, 2024

**MS. ARLENE D. DECANO**

Proprietor

ERLS RESTAURANT

Magsaysay St, Almendras-Cogon

Sorsogon City

Dear Ms. Decano:

Based on the BAC Resolution recommending Award which was approved , we are pleased to inform you that the CATERING SERVICES FOR THE 2024 NATIONAL CHILDREN'S MONTH CELEBRATION, in the amount of **Seventy Thousand Pesos ( Php 70,000.00 )** **Only** is hereby awarded to you.

Very truly yours,

**MA. ESTER E. HAMOR**

City Mayor

By the Authority of the Mayor :

**HON. MARK ERIC C. DIONEDA**

City Vice Mayor

11 DEC 2024

Conforme:

**MS. ARLENE D. DECANO**

Proprietor

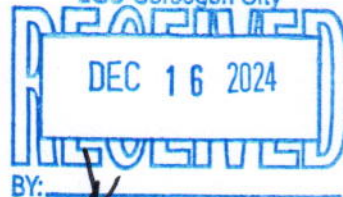
ERLS RESTAURANT

Magsaysay St, Almendras-Cogon

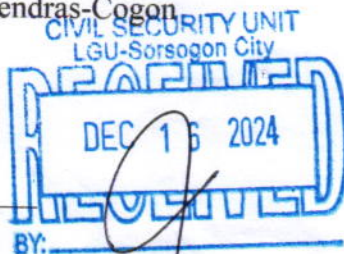
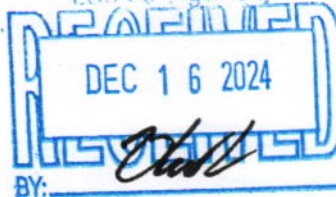
Sorsogon City

Date: \_\_\_\_\_

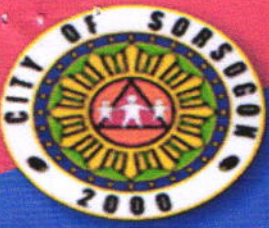
BACON SATELITE OFFICE-CSU  
LGU-Sorsogon City



CITY PUBLIC MARKET OFFICE  
LGU-Sorsogon City







Contract No. 2024- 1844 SVP

**CONTRACT AGREEMENT**

THIS AGREEMENT made this **12<sup>th</sup>** day of **December , 2024** between **Ma. Ester E. Hamor , City Mayor, City of Sorsogon** Philippines ( hereinafter called the “ Entity” ) of the one part and **ARLENE D. DECANO** Authorized Representative of **ERLS RESTAURANT** ( hereinafter called the “Supplier” ) of the other part:

WHEREAS the Entity invited Bids for certain goods and ancillary services, viz **CATERING SERVICES FOR THE 2024 NATIONAL CHILDREN'S MONTH CELEBRATION** during the State of Health Emergency and has accepted a Bid by the Supplier for the supply of those goods and services in the sum **Seventy Thousand Pesos ( Php 70,000.00 ) Only** ( 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;

- iii. 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;

- iv. Performance Security;

- v. Notice of Award of Contract; and the Bidder’s conforme thereto; and

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 sum **Seventy Thousand Pesos ( Php 70,000.00 ) Only** or such other sums as may be ascertained, **ERLS RESTAURANT** agrees to viz **CATERING SERVICES FOR THE 2024 NATIONAL CHILDREN'S MONTH CELEBRATION** in accordance with his/her/its Bid.

WITNESS  
MA. ESTER E. HAMOR  
CITY MAYOR

By the Authority of the Mayor:  
MARK ERIC C. DIONEDA  
VICE MAYOR  
DEC 16 2024

ARLENE D. DECANO  
Proprietor  
DEC 16 2024  
CIVIL SECURITY UNIT  
LGU-Sorsogon City



4. The City Government of Sorsogon 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.

**MA. ESTER E. HAMOR**

*City Mayor*

*Arlene P. Decano*  
**ARLENE P. DECANO**

*Proprietor*

*for:*

By the Authority of the Mayor :

**ERLS RESTAURANT**

**HON. MARK ERIC C. DIONEDA**

*12 DEC 2024*  
City Vice Mayor

*for:*

**CITY GOVERNMENT OF SORSOGON**

**ACKNOWLEDGEMNT**

**REUBLIC OF THE PHILIPPINES )**  
**PROVINCE OF SORSOGON )**  
**CITY OF SORSOGON )**

BEFORE ME this FEB 11 2025 day \_\_\_\_\_, 2024 in the City of Sorsogon,  
Province of Sorsogon, Philippines, personally appeared :

NAME

TAX IDENTIFICATION NUMBER

MA. ESTER E. HAMOR

948-889-852

Known to me to be the same persons who executed the forgoing instrument and acknowledged to me that the same is free and voluntary act and deed of the entities which they represent respectively.

This instrument , is a CONTRACT consisting of two (2) page (exclusive of attachments) including page on which this acknowledgement is written and signed by the parties hereto on the left margin of each and every page thereof and their witness , and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand the day, the year and place above written.

Doc No. 224 ;  
Page No. 46 ;  
Book No. 88 ;  
Series of 2025 ;

NOTARY PUBLIC  
*Adolfo A. Enciso Jr.*  
**ATTY. ADOLFO A. ENCISO JR.**  
**NOTARY PUBLIC**  
**UNTIL DECEMBER 31, 2025**  
**ROLL OF ATTORNEYS NO. 59929**  
**IBP NO. 182494; 12.11.24**  
**PTR NO. 01230718; 12.11.24**  
**SORSOGON CITY**



# CITY OF SORSOGON

Office of the City Mayor

Standard Form Number: SF-GOOD-56

Revised on: May 24, 2004

## NOTICE TO PROCEED

December 13, 2024

**MS. ARLENE D. DECANO**

Proprietor

ERLS RESTAURANT

Magsaysay St, Almendras-Cogon

Sorsogon City

Dear Ms. Decano,,

The attached Contract Agreement having been approved, notice is hereby given to **ERLS RESTAURANT** that delivery may commence on the **CATERING SERVICES FOR THE 2024 NATIONAL CHILDREN'S MONTH CELEBRATION** effective immediately.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below.

Very truly yours,

**MA. ESTER E. HAMOR**

City Mayor

By the Authority of the Mayor :

**HON. MARK ERIC C. DIONEDA**

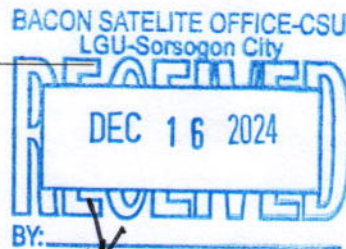
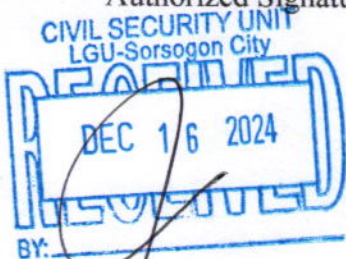
City Vice Mayor

13 DEC 2024

I acknowledge receipt of this Notice on December 13, 2024

Name of the Representative of the Bidder: ARLENE D. DECANO

Authorized Signature: \_\_\_\_\_



CIP /5470/21/06/1165