

# **Contract Agreement for Supply and Delivery of Packed Meals for the Conduct of Sports Psychology Workshop at RMSC**

## **CONTRACT AGREEMENT**

This Agreement is made and executed in the City of Manila, Philippines, this 18<sup>th</sup> day of August 2025 by and between:

**PHILIPPINE SPORTS COMMISSION**, a national government agency exercising corporate powers, created and existing under Republic Act No. 6847 with principal office address at Administration Building, Rizal Memorial Sports Complex, Pablo Ocampo Sr., St., Malate, Manila, represented herein by its Chairman, **JOHN PATRICK C. GREGORIO**, hereinafter referred to as the **PSC**;

- and -

**FFH KITCHENETTE**, a sole proprietorship duly organized and existing under the laws of the Republic of the Philippines, with principal address at 916 San Jose St., Brgy. Maluway, Mandaluyong City, represented herein by its Proprietor, **ARIANE MICHELLE P. BAUTISTA**.

**WHEREAS**, the Entity, thru its Bids and Awards Committee (BAC), invited prospective suppliers to apply for eligibility and to submit proposals for the **Supply and Delivery of Packed Meals for the Conduct of Sports Psychology Workshop at RMSC**;

**WHEREAS**, in response to said invitation, **FFH KITCHENETTE** signified its intention by submitting its eligibility requirements and quotation;

**WHEREAS**, the Entity, pursuant to Bids and Awards Committee (BAC) Resolution No. GS 156-2025 dated 12 August 2025 declared **FFH KITCHENETTE** as the supplier with the Single Calculated and Responsive Quotation, legally, technically and financially capable supplier to perform the subject project in accordance with the provisions of R.A. 12009, *Copy of the said BAC Resolution is hereto attached as Annex "A;"*

**NOW, THEREFORE**, for and in consideration of the foregoing premises and of the terms and conditions herein set forth, the parties by these presents agreed as follows:

1. **FFH KITCHENETTE** shall supply and deliver packed meals for the Conduct of Sports Psychology Workshop at RMSC, in conformity with the Technical Specifications stated in the Request for Quotation (RFQ).
2. In consideration of the services to be rendered, the **PSC** shall pay **FFH KITCHENETTE** the total amount of **ONE HUNDRED SIXTY-TWO THOUSAND PESOS (Php 162,000.00)** subject to the submission of Letter of Request for Payment per COA Circular No. 2023-004.
3. Regulations of R.A. 12009 shall be deemed to form and be read and construed as integral part of this Agreement, viz:
  - a. Small Value Procurement Documents;
    - 1) Schedule of Requirements;
    - 2) Technical Specifications;
    - 3) General and Special Conditions of Contract;
    - 4) Supplemental or Bid Bulletins, if any.
  - b. Winning supplier's proposal, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;
  - c. 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

Reviewed by:  
PSC LAO



Initial/Date

to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- d. Performance Security, if any;
- e. Notice of Award of Contract; and the Bidder's conforme thereto; and
- f. 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.**

4. **Dispute Resolution.** In the event of any dispute, controversy, or claim arising from or relating to this Agreement, including issues concerning its breach, termination, or validity (hereinafter referred to as a "Dispute"), the Parties shall first seek to resolve the Dispute amicably through good faith negotiations. If the Dispute is not resolved through negotiation within the specified time frame, any Party may initiate mediation by providing written notice to the other Parties.

The Parties agree to keep confidential all aspects of the dispute resolution process, including any information disclosed, documents produced, or admissions made during the process, except as required by law or for the enforcement of an agreement or arbitral award.

5. **Confidentiality and Data Protection.**

- a. *Confidential Information:* Each Party agrees to maintain the confidentiality of any proprietary or sensitive information disclosed by the other Parties in connection with this Agreement.
- b. *Data Protection:* The Parties shall comply with all applicable data protection laws and regulations in the collection, use, and storage of personal data related to the implementation of this Agreement.
- c. *Security Measures:* The Parties shall implement appropriate technical and organizational measures to protect confidential information and personal data from unauthorized access, disclosure, alteration, or destruction.

6. **Warranty.** The Supplier warrants that the goods delivered shall be free from defects for the warranty period specified in the Bidding Documents. In the absence of such specification, a warranty period of at least one (1) year from the date of final acceptance shall apply.

7. **Liquidated Damages.** In case of breach of contract or delay, the Supplier shall pay the Procuring Entity liquidated damages in accordance with the provisions of the IRR of R.A. No. 9184.

8. This Contract Agreement is subject to the usual government accounting and auditing rules and regulations.

**IN WITNESS WHEREOF** the parties hereto have signed these presents on the date and place first above written.

**PHILIPPINE SPORTS COMMISSION**

**FFH KITCHENETTE**


By:

  
JOHN PATRICK C. GREGORIO  
Chairman

By:

  
ARIANE MICHELLE P. BAUTISTA  
Proprietor

Signed in the presence of:

  
**JOHN PAUL M. BOLITRES**  
OIC, Accounting Division

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES )  
CITY OF MANILA ) S.S.

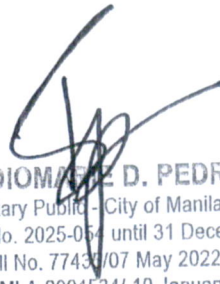
**BEFORE ME**, the undersigned Notary Public in and for the City of Manila, Philippines, on this day personally appeared:

NAME	GOVT. ISSUED ID	DATE AND PLACE ISSUED
JOHN PATRICK C. GREGORIO	TIN ID	101-353-132-000
ARIANE MICHELLE P. BAUTISTA	PH Passport	P2710250C

AUG 29 2025

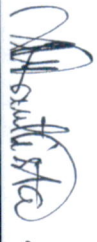
Known to me and to me known to be the same persons who executed the foregoing Contract Agreement consisting of three (3) pages including the page wherein this Acknowledgment is written, and who acknowledged to me that the same is their free and voluntary act and deed.

**NOTARY PUBLIC**



**ATTY. DIOMARA D. PEDROZO**  
Notary Public - City of Manila  
Commission No. 2025-067 until 31 December 2026  
Roll No. 77437/07 May 2022  
PTR No. MLA-2094534/ 10 January 2025  
IBP No. 516021/15 January 2025/Pasig City  
MCLE Compliance No. VIII-0037044  
PSC- Pablo Ocampo Sr., St. Malate, Manila

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Series of 2025.



Reviewed by:  
PSC LAO  
  
Initial/Date



Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**

**NOTICE OF AWARD**

August 13, 2025

**MS. ARIANE MICHELLE P. BAUTISTA**

Proprietor  
**FFH Kitchenette**  
916 San Jose St., Brgy. Maluway,  
Mandaluyong City


**Dear Ms. Bautista:**

We are pleased to notify you that your quotation dated August 11, 2025 for the project: "**Supply and Delivery of Packed Meals for the Conduct of Sports Psychology Workshop at RMSC**" for the Contract Price of **One Hundred Sixty Two Thousand Pesos only (Php 162,000.00)** in Philippine Currency, as evaluated in accordance with the provision of R.A. 9184, is hereby accepted.

Very truly yours,

  
**JOHN PATRICK C. GREGORIO**  
Chairman

Conforme:

  
**MS. ARIANE MICHELLE P. BAUTISTA**  
Proprietor  
**FFH Kitchenette**  
916 San Jose St., Brgy. Maluway,  
Mandaluyong City

AUGUST 13, 2025  
Date



Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**



**NOTICE TO PROCEED**

August 15, 2025

**MS. ARIANE MICHELLE P. BAUTISTA**  
Proprietor  
**FFH Kitchenette**  
916 San Jose St., Brgy. Maluway,  
Mandaluyong City

**Dear Ms. Bautista:**

Notice is hereby given to **FFH Kitchenette** that performance for the project "**Supply and Delivery of Packed Meals for the Conduct of Sports Psychology Workshop at RMSC**" shall commence effective on the date after receipt of this notice.

As such, the **FFH Kitchenette** is responsible for performing the required services as stipulated under the terms and conditions of the attached Contract and in accordance with the Implementation Schedule as noted.

Please acknowledge receipt and acceptance of this notice by affixing your signature on the space provided below. Further, please be informed that as per COA Circular No. 2023-004 dated June 14, 2023, you are required to submit the following after rendering full service of the "**Supply and Delivery of Packed Meals for the Conduct of Sports Psychology Workshop at RMSC**":

1. Letter of Request for Payment
2. Billing Statement / Statement of Account

Very truly yours,

  
**JOHN PATRICK C. GREGORIO**  
Chairman

Conforme:

  
**MS. ARIANE MICHELLE P. BAUTISTA**  
Proprietor  
**FFH Kitchenette**  
916 San Jose St., Brgy. Maluway,  
Mandaluyong City

AUGUST 15, 2025  
Date