FILE

Republic of the Philippines
PHILIPPINE PORTS AUTHORITY
Port Management Office-Eastern Leyte/Samar

NOTICE TO PROCEED

MR. JAKE E. LABRO
Proprietor
STONE BUILDERS
Salazar St., Brgy. 43
Tacloban City, Leyte

Dear Mr. Labro:

The attached Contract Agreement having been approved, notice is hereby given to **Stone Builders** that work may proceed on the **Preventive Maintenance of Physical Facilities at Port of San Isidro (PR-TAC- 4763-25), San Isidro, Northern Samar** effective on Seven (7) calendar days after the date of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the ***PHILIPPINE PORTS AUTHORITY, Port Management Office – Eastern Leyte/Samar.***

Very truly yours,

DIANE STEFFI T. GUILLAMON
Acting Port Manager

I acknowledge receipt of this Notice on Nov. 18, 2025
Name of the Representative of the Bidder: Jake Labro
Authorized Signature: _____
Contract Time: 30 Calendar Days Dec. 18
Target Date of Completion: December 18, 2025

004 - 14112025

CONTRACT AGREEMENT

THIS AGREEMENT, made this 11th day of NOVEMBER, 2025 between ***PHILIPPINE PORTS AUTHORITY, Port Management Office-Eastern Leyte/Samar, Port Area, Tacloban City*** (hereinafter called the "Entity") and ***Stone Builders, Salazar St., Brgy. 43, Tacloban City, Leyte*** {hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute **Preventive Maintenance of Physical Facilities at Port of San Isidro (PR-TAC- 4763-25), San Isidro, Northern Samar** (hereinafter called "the Works") and the Entity has accepted the Bid for **Four Hundred Forty-Seven Thousand Six Hundred Ninety-Five Pesos only (Php 447,695.00)** by the Contractor for the execution and completion of such Works within **Thirty (30)** Calendar Days and the remedying of any defects therein.

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 hereinafter 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 part of this Agreement, *viz.*:

   a. Philippine Bidding Documents (PBDs);
   - i. Drawings/Plans;
   - ii. Request for Quotation (RFQ);
   - iii. Abstract of Quotation; and
   - iv. Supplemental or Bid Bulletins, if any.

   b. 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;

   c. Performance Security;

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

   e. 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 **Four Hundred Forty-Seven Thousand Six Hundred Ninety-Five Pesos only (Php 447,695.00)** or such other sums as may be ascertained, **Stone Builders** agrees to execute **Preventive Maintenance of Physical Facilities at Port of San Isidro (PR-TAC- 4763-25), San Isidro, Northern Samar** in accordance with his/her/its Bid.

4. The ***PHILIPPINE PORTS AUTHORITY, Port Management Office-Eastern Leyte/Samar*** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

PHILIPPINE PORTS AUTHORITY
By:
DIANE STEFFI T. GUILLAMON
Acting Port Manager

STONE BUILDERS
JAKE E. DABRO
Proprietor

WITNESSES:

ROSSANA Z. NUEVO
Acting Division Manager, ESD

VIRGINIO C. PUYAT
Acting Division Manager, FD

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Binding Signature of PROCURING AUTHORITY

DIANE STEFFI T. GUILLAMON
Acting Port Manager

Binding Signature of Contractor

JAKE E. LABRO
Proprietor

SIGNED IN THE PRESENCE OF:

VIRGINIO C. PUYAT
Acting Division Manager, FD

ROSSANA Z. NUEVO
Acting Division Manager, ESD

ACKNOWLEDGEMENT

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

BEFORE ME, A Notary Public for and in the City of Tacloban Philippines, personally appeared the following persons with their respective Identification Cards as competent proof of their identity:

NAME	IDENTIFICATION NO.	VALIDITY PERIOD
Diane Steff T. Guillamon	PRO 00292019	
JAKE E. LABRO	PRC ID REG # 0087126	09-24-2028

who are known to me to be the same persons who executed and signed the foregoing instrument and who acknowledged to me that the same in their free and voluntary act and deed and that of the entities which they respectively represent

This instrument is CONTRACT AGREEMENT for the **Preventive Maintenance of Physical Facilities at Port of San Isidro (PR-TAC- 4763-25), San Isidro, Northern Samar** consisting the two (2) pages including this which the Acknowledgement is written, Page 1 is signed on the left margin thereof and Page 2 is signed at the corresponding spaces provided therefore by the Parties and their instrument witnesses and sealed with notarial seal.

WITNESS MY HAND AND SEAL this 11th day of NOVEMBER, 2025 at Tacloban City, Philippines.

NOTARY PUBLIC

Doc. No. 485
Page No. 97
Book No. XXIII
Series of 2025

[Addendum showing the corrections, if any, made during the Bid Evaluation should be attached with this agreement]