



Committee on Labor, Trade Commerce and Industry

**COMMITTEE HEARING REPORT**  
NO. LCTI-025-S-2025

Office of the Sangguniang Panlungsod  
Received by: 10 SEP 2025  
Time: 9:11 am

Subject: *A RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA, TO SIGN A MEMORANDUM OF AGREEMENT ON BEHALF OF THE CITY GOVERNMENT OF BACOR WITH THE DEPARTMENT OF TRADE AND INDUSTRY- CAVITE. (PCR 136-2025 dated September 8, 2025)*

During the 10<sup>th</sup> Regular Session of the 6<sup>th</sup> Sangguniang Panlungsod, chaired over by presiding officer Hon. Rowena Bautista-Mendiola held on September 8, 2025 at the Sangguniang Panlungsod (SP) Session Hall, 6<sup>th</sup> Flr. City of Bacoor Legislative and Disaster Resilience Building, Bacoor Government Center, referred the above subject to the Committee on Labor, Trade Commerce and Industry.

**FINDINGS:**

The Department of Trade (DTI) is the primary coordinative, promotive, facilitative and regulatory arm of the Philippine Government in the area of trade, industry and investment.

Pursuant to the provisions of the Go Negosyo Act, the Negosyo Center Program is responsible in promoting ease of doing business and facilitating access to services for Micro, Small, and Medium Enterprises (MSMEs) through the establishment of the Negosyo Centers (NCs) in all provinces, cities and municipalities. It seeks to strengthen MSMEs to create more job opportunities in the country.

The Republic Act No. 10644 known as the "Go Negosyo Act" seeks to strengthen Micro, Small and Medium Enterprises (MSMEs) to create more jobs in the country. The Go Negosyo Act is seen to bring government services closer to small businesses through the establishment of Negosyo Centers in all provinces, cities and municipalities.

These centers would ease the process of starting up and registering small business through the supervision of the Micro, Small and Medium Enterprise Development Council in all provinces, cities and municipalities.

The Negosyo Centers shall provide the following services to MSMEs:

- Business Advisory/ Consultancy





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**CITY OF BACOR**  
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- Business Registration Assistance
- Business Information and Advocacy
- Product Development
- Trade and Investment Promotion
- Loan Facilitation and Training

**RECOMMENDATION:**

After careful consideration, the Committee recommends that the proposed resolution be **APPROVED** by the Sangguniang Panlungsod.

**WE HEREBY CERTIFY** that the contents of the foregoing report are true and correct.

Signed this 8<sup>th</sup> day of September 2025 at the City of Bacoor, Cavite.

**Committee on Labor, Trade Commerce and Industry**

  
\_\_\_\_\_  
**HON. REYNALDO M. FABIAN**  
Chairman

  
\_\_\_\_\_  
**HON. ROGELIO NOLASCO**  
Vice Chairman

  
\_\_\_\_\_  
**HON. CATHERINE SARINO - EVARISTO**  
Member

  
\_\_\_\_\_  
**HON. ROBERTO L. ADVINCULA**  
Member







Committee on Labor, Trade Commerce and Industry

**COMMITTEE HEARING MINUTES**  
NO. LCTI-025-S-2025

Office of the Sangguniang Panlungsod  
Received by: Legat Bantay  
Date: 9:10 am

Subject: : **A RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA, TO SIGN A MEMORANDUM OF AGREEMENT ON BEHALF OF THE CITY GOVERNMENT OF BACOR WITH THE DEPARTMENT OF TRADE AND INDUSTRY- CAVITE. (PCR 136-2025 dated September 8, 2025)**

The 10<sup>th</sup> Regular Session of the 6<sup>th</sup> Sangguniang Panlungsod was chaired over by presiding officer, Vice Mayor Rowena Bautista - Mendiola held on September 8, 2025 at the Sangguniang Panlungsod (SP) Session Hall, 6th Flr. City of Bacoor Legislative and Disaster Resilience Building, Bacoor Government Center. The session was formally opened at 10:00 am by the presiding officer and a quorum was declared.

A letter addressed to Hon. Strike B. Revilla from DTI OIC – Provincial Director, Ms. Lilibeth R. Chavez, endorsing the renewal of the Memorandum of Agreement (MOA) using the new template provided by the NC-PMO (Negosyo Center – Program Management Office) for review and consideration.

The Memorandum of Agreement (MOA) is between the Department of Trade and Industry – Cavite with address at 2<sup>nd</sup> Floor Government Center Bldg., Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite and the City Government of Bacoor, with address at 2<sup>nd</sup> Floor, National Agency Building, City Hall Compound, City of Bacoor, Cavite.

The program aims to achieve the following objectives:

1. To provide technical expertise and services through coaching sessions and accelerate development of MSMEs;
2. To widen the market access and reach of the MSMEs through business matching and trade promotions;
3. To improve managerial skills and enhance entrepreneurial behavior; and
4. To develop and build more dynamic, competitive and sustainable MSMEs in the localities

The committee approves the above-mentioned subject because it believes in the MOA's program objectives. They are looking forward to the continuous operation of the Negosyo Center in the City of Bacoor. Also, the committee is confident that the Negosyo Center will greatly benefit local entrepreneurs and contribute to the economic growth of the city. Lastly,





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they are excited to see how this partnership will further empower aspiring business owners in the city.

The aforementioned proposed resolution was approved by the committee chairman, Hon. Reynaldo M. Fabian and unanimously seconded by the council members.

The session adjourned at 12:30 pm .

Prepared by:

**ARMILEEN LEGASPI-RED**  
*Local Legislative Staff Assistant I*

Attested by:

**HON. REYNALDO M. FABIAN**  
*Chairman*





Republic of the Philippines  
Province of Cavite  
**CITY OF BACOR**  
*Office of the City Mayor*



03 September 2025

**HON. ROWENA BAUTISTA-MENDIOLA**  
Vice Mayor, City of Bacoor  
6<sup>th</sup> Floor, New Bacoor Legislative Building  
Bacoor City, Province of Cavite

OFFICE OF THE  
SANGGUNIANG PANLUNGSOD  
BACOR CITY, CAVITE

LYN D. AINZA  
ADMINISTRATIVE ASSISTANT  
Time 11:29 DATE 9/2/25

**THRU :** **Atty. KHALID A. ATEGA JR.**  
Sangguniang Panlungsod Secretary  
Sangguniang Panlungsod

**SUBJECT :** **ENDORSEMENT OF PROPOSED MEMORANDUM OF  
AGREEMENT (MOA) BETWEEN THE CITY GOVERNMENT  
OF BACOR AND THE DEPARTMENT OF TRADE AND  
INDUSTRY (DTI) - CAVITE**

Dear Hon. Bautista-Mendiola,

*Greetings in the name of public service!*

The undersigned respectfully endorses to your good office the proposed Memorandum of Agreement (MOA) between the City Government of Bacoor and the Department of Trade and Industry (DTI) - Cavite.

Attached herewith is a copy of the proposed MOA for your perusal and proper action.

Thank you very much.

Sincerely yours,

  
**STRIKE B. REVILLA**  
City Mayor





SCAN ME



Address: Bacoor Government Center- Bacoor Blvd.  
Brgy. Bayanan, City of Bacoor, Cavite  
Trunkline: 434-1111  
Website: [www.bacoor.gov.ph](http://www.bacoor.gov.ph)



Cert. no. 24/181808



Date: Aug. 22

**9999**



COACHMAN

INCOMING DOCUMENTS

☐ Endorsement   
 ☐ Follow-up   
 ☐ Invitation   
 ☐ Proposal/Business   
 ☐ For Approval/Sig  
☐ Report   
☐ Information/  
 Copy Furnish   
☐ Legal   
☒ Request/Solicitation   
☐ Others E-n

LILIBETH R. CHAVEZ

2025 Negosyo Center MOA Endorsement Letter



Remarks:



Endorse to SP

cc. DTI PD

2000

18



 Republic of the Philippines  
 Province of Cavite  
 CITY OF BACOR  
 Office of the City Mayor



 DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 DEPARTMENT OF HEALTH

INCOMING DOCUMENTS

Ref No. EDS 56 Date: 08/02/25 Time: 10:30 AM

Received By: (EMILIO) ALLEN

Full Name: LILIBETH R CHAVEZ

Contact No.: (46) 419-1028 / 804-3960

Address: DTI CAVITE PROVINCIAL OFFICE



20 August 2025

**HON. STRIKE B. REVILLA**  
City Mayor  
City of Bacoor, Cavite

Dear Mayor Revilla,

The Department of Trade and Industry through its Negosyo Center Program is responsible for promoting ease of doing business and facilitating access to services for Micro, Small, and Medium Enterprises (MSMEs). This initiative is in line with Republic Act No. 10644 otherwise known as the "Go Negosyo Act," seeks to strengthen MSMEs to create more job opportunities in the country.

We express our full support for this partnership, recognizing its importance in fostering local entrepreneurship, generating employment opportunities, and advancing inclusive economic growth within the City of Bacoor. ~~in line with this, we are hereby endorsing the renewal of our Memorandum of Agreement (MOA) using the new template provided by NC-PMO for your kind review and consideration.~~

Should you have any questions or need further clarification, please feel free to coordinate with Ms. Allen Jay C. Sablayan at [allenjaysablayan@dti.gov.ph](mailto:allenjaysablayan@dti.gov.ph).

Sincerely,

  
**LILIBETH R. CHAVEZ**  
OIC - Provincial Director

CAVITE PROVINCIAL OFFICE

2ND Fl. National Gov't Center Bldg. Provincial Capitol Compound,  
Trece Martires City, Cavite

☎ (046) 418-1025 / 404-3965  
🌐 [www.dti.gov.ph](http://www.dti.gov.ph)  
✉ [dti@dti.gov.ph](mailto:dti@dti.gov.ph)

## MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (MOA) is executed and entered into this \_\_\_\_\_ at \_\_\_\_\_ by and between:

The **DEPARTMENT OF TRADE AND INDUSTRY-CAVITE** a national government agency created under Philippines laws, with principal office address at 2<sup>nd</sup> Floor Government Center Bldg., Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite, represented herein by its OIC - Provincial Director, **LILIBETH R. CHAVEZ** hereinafter referred to as the "**DTI-CAVITE**";

-and-

The **CITY OF BACOR LOCAL GOVERNMENT UNIT**, a government institution duly organized under Philippines laws, with principal office address at 2<sup>nd</sup> Floor, National Agency Building, City Hall Compound, City of Bacoor, Cavite, represented herein by its **City Mayor, STRIKE B. REVILLA** hereinafter referred to as **LGU**;

### **WITNESSETH that,**

**WHEREAS**, the DTI is the primary coordinative, promotive, facilitative and regulatory arm of the Philippine Government in the area of trade, industry and investment;

**WHEREAS**, the **CITY OF BACOR** is a 1st class urban component city in Cavite, spans 52.40 sq. km and comprises 47 barangays after the 2023 barangay merger. Divided into Bacoor East and West, it is the province's second most populous city and serves as its gateway to Metro Manila. Once agricultural, Bacoor now features extensive residential and commercial areas and is known for its oysters and mussels, especially in its coastal barangays.

**WHEREAS**, the approval of Republic Act 10644: An Act Promoting Job Generation and Inclusive Growth through the Development of Micro, Small and Medium Enterprises otherwise known as the Go Negosyo Act is seen to bring government services closer to small businesses through the establishment of Negosyo Centers in all provinces, cities and municipalities;

**WHEREAS**, with the Go Negosyo Act, the Department of Trade and Industry (DTI) with the support of LGUs and other government agencies expect to further boost its assistance to Micro, Small and Medium Enterprises (MSMEs) to grow and flourish and intensify the promotion of entrepreneurship in the country;

**WHEREAS**, the Go Negosyo Act mandates the establishment of Negosyo Centers which would under the supervision of the Micro, Small and Medium Enterprise Development Council ("Council") in all provinces, cities and municipalities. Further, the Council through the regional offices of DTI shall perform oversight functions and shall assign personnel to fulfill the functions of the Negosyo Centers. These centers would ease the process of starting up and registering small businesses;

**WHEREAS**, the Negosyo Centers would facilitate development programs as well as provide support for business conceptualizations, management, team building, marketing, human resources and many other aspects of maintaining businesses;

**WHEREAS**, the Negosyo Center shall provide services to MSMEs on Business Advisory/Consultancy, Business Registration Assistance, Business Information and



Advocacy, Product Development, Trade and Investment Promotion, Loan Facilitation and Training;

**WHEREAS**, the abovementioned services are also identified as MSME needs particularly categorized into areas where support is required by MSMEs; and coaching sessions for MSMEs as anchored on building MSME competitiveness and competencies;

**WHEREAS**, the DTI and **CITY OF BACOR LGU** agreed for a partnership to establish and manage a Negosyo Center to provide technical assistance to the existing and potential MSMEs;

**WHEREAS**, in cases where the **CITY OF BACOR LGU** takes the lead role in the establishment and management of Negosyo Centers, the DTI may offer assistance to the City of Bacor LGU in integrating this creation through the LGU's Local Development and Investment Plan, Annual Investment Plan and other relevant executive and legislative issuances;

**WHEREAS**, Section 1, Rule 7 of the implementing rules and regulations of RA 10644 provides that the sums as may be necessary for the continued implementation of RA 10644 shall be included in the succeeding General Appropriations Act. The amount to be allocated shall include but not be limited, support for the provincial, city and municipal operations of the Negosyo Centers.

**NOW, THEREFORE**, for and in consideration of the foregoing premises and of the mutual covenants herein below set forth, the **PARTIES** bind themselves and agree as follows:

#### **SECTION I. THE PROGRAM**

Pursuant to the provisions of the Go Negosyo Act, the Negosyo Center Program is responsible in promoting ease of doing business and facilitating access to services for Micro, Small, and Medium Enterprises (MSMEs) through the establishment of the Negosyo Centers (NCs) in all provinces, cities and municipalities. It seeks to strengthen MSMEs to create more job opportunities in the country.

#### **SECTION II. PROGRAM OBJECTIVES**

The Program aims to achieve the following objectives:

1. To provide technical expertise and services through coaching sessions and accelerate development of MSMEs;
2. To widen the market access and reach of the MSMEs through business matching and trade promotions;
3. To improve managerial skills and enhance entrepreneurial behavior; and
4. To develop and build more dynamic, competitive and sustainable MSMEs in the localities

#### **SECTION III. ROLES AND RESPONSIBILITIES**

The **DTI** subject to its mandates, priorities, availability of funds and other resources and limits set forth under applicable budgeting, procurement, accounting, and auditing rules and regulations shall:

1. Undertake public-private partnership:
  - a) Manage and coordinate linkages with existing and prospective partners;
  - b) Provide technical advisory to partners; and
  - c) Identify Business Development Service (BDS) providers which will augment the delivery of MSME Development Programs/Projects geared towards

- Expanded Access to Markets (A2M), Improved Access to Finance (A2F), Improved Access to Technology and Innovation (A2T&I) and Enhanced Digital Skills (A2DS).
2. Provide staff complement and capacity building program:
    - a) Designate staff/s as NC Business Counselor/s to facilitate the operations of the Negosyo Center in providing intended services to MSME clients; and
    - b) Orient and capacitate designated NC Business Counselors to effectively provide the services to the MSME clients.
  3. Manage NC operations:
    - a) Prepare and approve a Manual of Operations, in accordance with the pertinent provisions of the Go Negosyo Act and its Implementing Rules and Regulations, which shall include, among others, the organizational/functional/structure of the center, procedure for accessing the services of the Center, business plan, communication plan to promote the use of the facility, and reportorial procedures;
    - b) Manage and operate the Center in accordance with the objectives of the "Negosyo Center";
    - c) Establish a databank which shall be a source of information necessary for market linking, facilitation, project monitoring, research and policy studies and information campaigns;
    - d) Propose and organize calendar of events for the center on the conduct of trainings, seminars, and other assistance needed by the MSMEs subject to existing budgeting, auditing and accounting/COA rules and regulations;
    - e) Provide, when necessary, additional technical support for capacitating the MSMEs such as business consultation, product development, packaging improvement, financial literacy, and digital marketing support;
    - f) Monitor and evaluate the operations of the center, particularly in terms of number of Clients and MSMEs assisted; and
    - g) Set up the Negosyo Center following the DTI-prescribed layout and design.
  4. Handle advocacy and promotion campaign: Promote the Negosyo Centers and their services.
  5. Provide fund support:
    - a) Provide funds for NC operations such as conduct of training, launching, and marketing, communications, and hiring of consultants and other service providers, as needed, in accordance with Article 1 (4) herein and subject to existing government procurement and COA rules and regulations;
    - b) Provide supplementary funding for existing communication facilities within the NC, including, but not limited to, internet connectivity, as required; and
    - c) Procure and provide needed furniture, fixtures, and other equipment necessary for the setting up and operation of the Negosyo Center, as needed, in accordance with the provisions of RA 9184, otherwise known as the Government Procurement Reform Act, and its Implementing Rules and Regulations.

The CITY OF BACOR LGU shall:

1. Provide NC facilities and infrastructure: Provide sufficient office space for the establishment of the NC conducive in the provision of the services;
2. Provide staff complement:
  - a) Assign at least one staff who will provide assistance in the provision of the NC services; and
  - b) Provide access to the training rooms and other facilities of the partner agency that can be used for the conduct of training programs and other provision of services for the MSMEs.
3. Assist in the NC operations:
  - a) Promote and assist in the provision of NC services; and
  - b) Assist in the establishment of database of businesses registered with the local government unit (LGU) annually.
4. Provide fund support:
  - a) Shoulder utility expenses of the NCs such as the electricity, water and internet

- subject to pertinent rules and regulations and
- b) Provide funding counterpart, if applicable, for the provision of the NC services.

#### SECTION IV. OTHER PROVISIONS

The parties undertake to act in good faith with respect to each other's rights and obligations under this MOA and to adopt all reasonable measures to ensure the satisfactory realization of the objectives of this MOA.

1. In the event of any dispute arising out of or related to this Agreement, the same shall be settled amicably by mutual consultation between the parties. In case the parties fail to amicably settle their dispute, the same shall be resolved through the alternative modes of dispute resolution pursuant to RA 9285 or the "Alternative Dispute Resolution Act of 2004." In case the Parties fail to amicably settle their disputes, the Parties agree to bring the same exclusively before the court of proper jurisdiction in the City of Makati.
2. The PARTIES, in the performance of their obligations under this Agreement, ensure the privacy and security of any and all confidential, privileged personal information and/or sensitive personal information that they may have access to, and shall store, use, process and dispose the said privileged personal information and/or sensitive personal information in accordance with Republic Act No. 10173 otherwise known as the "Data Privacy Act of 2012", its Implementing Rules and Regulations and applicable issuances issued by the National Privacy Commission (NPC). Any violation of this clause and any of the provisions of the Data Privacy Act and its Implementing Rules and Regulations, by the PARTIES, shall be subject to the corresponding sanctions, penalties or fines under the said law without prejudice to any other civil and/or criminal liability, as may be applicable. This clause shall survive the termination or expiration of this Agreement.
3. No failure, omission, or delay by any of the PARTIES in exercising any of its rights, privileges, or remedies hereunder or under any statute shall operate as a waiver thereof. However, any waiver shall not be valid unless made in writing and signed by the PARTIES or their authorized representative, and such waiver shall be effective only in the specific instance and the purpose for which it was given.
4. In the event that any term or condition of this MOA shall be determined by a competent court to be invalid, in conflict with, or unenforceable under any law, rule, or regulation of the government or any subdivision thereof, such term or condition shall be deemed stricken from this MOA. Such invalidity or unenforceability, however, shall not invalidate or render unenforceable the remainder of this MOA.
5. All costs and expenses incurred by a party in relation to this MOA, shall be borne and paid by the party incurring the same without charge to or reimbursement from the other Party.
6. All intellectual properties produced and/or used in the course of the implementation of this MOA shall be subject to Republic Act 8293 or the Intellectual Property Code of the Philippines, as amended. And its IRR and to the applicable provisions of the Civil Code.

Unless otherwise authorized by law, no other use, exploitation in any manner, whether for profit or otherwise, of any original, derivative, or other analogous works created or used under this MOA shall be made by all parties, including their agents, heirs, and assigns, without the prior written approval of the other Parties.

7. It is understood that this MOA does not create an employer-employee relationship between the DTI and the employee of the private PARTNER AGENCY; and that the services rendered to be rendered hereunder by the employee of the private PARTNER AGENCY cannot be considered nor will it



be accredited as government service; and that the employee of the private PARTNER AGENCY is not entitled to any benefits enjoyed by the regular personnel of the DTI. Neither he/she be entitled to overtime pay.

#### SECTION V. AMENDMENT AND TERMINATION

Any amendments to this MOA shall be upon mutual consent, made in writing and signed by both parties. The parties may terminate this Agreement upon ten (10) days prior written notice on any of the following grounds:

1. Situation/Circumstances that would make it impossible for the Program to continue to be carried out;
2. Breach of any of the terms of the Agreement;
3. Failure to perform or deliver by any of the Parties of a material portion of the agreed outputs or deliverables; and
4. Any other justifiable reasons.

#### SECTION VI. PROGRAM EFFECTIVITY AND DURATION

This Memorandum of Agreement shall be effective upon signing by the authorized representatives of the Parties and renewable upon agreement of both PARTIES.

IN WITNESS WHEREOF, the PARTIES have hereto affixed their respective signatures to signify their agreement on this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_, Philippines.

**LILIBETH R. CHAVEZ**  
OIC - Provincial Director  
DTI-Cavite

**STRIKE B. REVILLA**  
City Mayor  
City of Bacoor

DONE IN THE PRESENCE OF:

**REBECCA S. TARASONA**  
Division Chief, Business Development Division  
DTI-Cavite

**CARMELITA F. GAWARAN**  
Executive Assistant IV  
City of Bacoor

### ACKNOWLEDGMENT

Republic of the Philippines )  
City of \_\_\_\_\_ ) S.S.

Before me, a Notary public for and in the City of \_\_\_\_\_, this \_\_\_\_\_ day  
of \_\_\_\_\_ 2025 personally appeared:

Name	Government issued ID No.	Date and Place of issue
LILIBETH R. CHAVEZ		
STRIKE B. REVILLA		

Known to me to be the same persons who executed and foregoing instrument and they  
acknowledge to me that the same is their free and voluntary act and deed and of the entity  
they respectively represented.

This instrument, referring to a MOA, consists of 5 pages including this page wherein the  
acknowledgment is written, and has been signed on each and every page thereof by the  
parties and their instrumental witnesses.

WITNESSETH MY HAND AND SEAL on the date and the place above-stated.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 2025.