



Republic of the Philippines
Province of Cavite
CITY OF BACOOR

Office of the Sangguniang Panlungsod



DISTRICT I

HON. CATHERINE SARINO-EVARISTO

City Councilor

HON. MIGUEL M. BAUTISTA

City Councilor

HON. ADRIELITO G. GAWARAN

City Councilor

HON. MANOLO S. GALVEZ JR.

City Councilor

HON. RICARDO F. UGALDE

City Councilor

HON. LEVY M. TELA

City Councilor

DISTRICT II

HON. ROBERTO I. ADVINCULA

City Councilor

HON. REYNALDO D. PALABRICA

City Councilor

HON. ROGELIO M. NOLASCO

City Councilor

HON. REYNALDO M. FABIAN

City Councilor

HON. SIMPLICIO G. DOMINGUEZ

City Councilor

HON. HORACIO M. BRILLIANTES JR.

City Councilor

HON. RAMON C. FRANCISCO

City Councilor-ABC President

HON. PALM ANGEL S. BUNCIO

City Councilor- SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA

City Vice Mayor/Presiding Officer

Noted:

HON. STRIKE B. REVILLA

City Mayor

CITY RESOLUTION NO. 2026-991

Series of 2026

A RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA, TO SIGN AND ENTER INTO A MEMORANDUM OF AGREEMENT AMONG THE CITY GOVERNMENT OF BACOOR, THE BUREAU OF JAIL MANAGEMENT AND PENOLOGY REGION IV-A AND THE BACOOR LIVELIHOOD PRODUCERS' COOPERATIVE PERTAINING TO THE COLLABORATIVE ESTABLISHMENT AND COOPERATION ON THE DISPLAY AND PROMOTION OF LIVELIHOOD PRODUCTS CRAFTED BY PERSONS DEPRIVED OF LIBERTY (PDLs).

Sponsored by:

Hon. Reynaldo M. Fabian

Co-sponsored by:

Hon. Roberto L. Advincula, Hon. Simplicio G. Dominguez, Hon. Catherine Sarino-Evaristo, Hon. Adrielito G. Gawaran, Hon. Rogelio M. Nolasco, Hon. Reynaldo D. Palabrica, and Hon. Levy M. Tela.

WHEREAS, on 25 March 2026, the Office of the City Mayor requested the Sangguniang Panlungsod to pass a resolution authorizing the Honorable Mayor Strike B. Revilla to sign and enter into a Memorandum of Agreement among the among the City Government of Bacoor, the Bureau of Jail Management and Penology (BJMP) Region IV-A and the Bacoor Livelihood Producers' Cooperative pertaining to the collaborative establishment and cooperation on the display and promotion of livelihood products crafted by Persons Deprived of Liberty (PDLs).

WHEREAS, the BJMP through its Male and Female Dormitory has continuously pursued programs that promote the rehabilitation, skills development, and livelihood opportunities of PDLs.

WHEREAS, the Bacoor Livelihood Producers' Cooperative as designated operator of the One Town One Product (OTOP) Program Hub of the Department of Trade and Industry guarantees that the locally-made products be ready made available to the constituents of the City of Bacoor.

WHEREAS, a copy of a draft Memorandum of Agreement (MOA) was sent to the Sangguniang Panlungsod by the Office of the City Mayor for its review and consideration. The proposed MOA is incorporated hereto





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City Councilor- SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/Presiding Officer

Noted:

HON. STRIKE B. REVILLA
City Mayor



and will be made a part of this Resolution as **Annex "A"**.

WHEREAS, the City Mayor, Hon. Strike B. Revilla, is empowered to represent the City of Bacoor in its business transactions and to sign on its behalf all contracts, upon the authority of the Sangguniang Panlungsod, as stipulated under Republic Act No. 7160, also known as the Local Government Code of 1991.

NOW THEREFORE, upon the motion of Hon. Reynaldo M. Fabian unanimously seconded by the Body, **BE IT RESOLVED AS IT IS HEREBY RESOLVED** by the Sangguniang Panlungsod in regular session assembled to authorize the City Mayor, Hon. Strike B. Revilla, to sign the MOA among the City Government of Bacoor, the Bureau of Jail Management and Penology (BJMP)Region IV-A and the Bacoor Livelihood Producers' Cooperative pertaining to the collaborative establishment and cooperation on the display and promotion of livelihood products crafted by Persons Deprived of Liberty (PDLs).

RESOLVED LASTLY, to furnish the Office of the City Mayor, the BJMP-Region IVA, Bacoor Livelihood Producers' Cooperative and other government agencies concerned with copies of this resolution.

APPROVED this 13th day of April 2026 at the City of Bacoor, Cavite by the 6th Sangguniang Panlungsod of the City of Bacoor, Cavite.

I hereby certify that the foregoing Resolution is true and correct and that it was passed in accordance with law.

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/ Presiding Officer

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Noted by:

HON. STRIKE B. REVILLA
City Mayor



MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (the "Agreement") is made and entered into this _____ day of _____, 2026 (the "Effective Date"), at the City of Bacoor, Province of Cavite, by and among:

The **CITY GOVERNMENT OF BACOOR**, a local government unit duly organized and existing under the laws of the Republic of the Philippines, with its principal office address at Bacoor Government Center, Bacoor Boulevard, Barangay Bayanan, Bacoor City, Province of Cavite, represented herein by its City Mayor, **Hon. STRIKE B. REVILLA**, pursuant to his authority conferred and embodied in City Resolution No. _____, Series of 2026, approved by the Sangguniang Panlungsod of the City of Bacoor, dated _____, and hereinafter referred to as "**LGU BACOOR**"

The **BUREAU OF JAIL MANAGEMENT AND PENOLOGY – REGION IVA**, through its **BJMP Male and Female Dormitories in the City of Bacoor, Province of Cavite**, is a government agency under the Department of Interior and Local Government, with its principal office address at Dalahican Road, Barangay Ibabang-Dupay, Lucena City, Quezon Province, 4301, represented herein by its _____, duly authorized for that purpose, and hereinafter referred to as "**BJMP**"

and

The **BACOOR LIVELIHOOD PRODUCERS' COOPERATIVE**, a domestic cooperative duly organized and existing under the laws of the Republic of the Philippines, with its principal office address at **R.E.V.I.L.L.A. Center Building**, Barangay San Nicolas 2, Bacoor City, Province of Cavite, represented herein by its Chairman, **Ms. CARMELITA F. GAWARAN**, and hereinafter referred to as the "**OPERATOR**"

"Party" shall refer to either the LGU BACOOR, BJMP, or the OPERATOR, as applicable. The term "Parties" shall collectively refer to both the LGU BACOOR, BJMP, and the OPERATOR.

WITNESSETH:

WHEREAS, the BJMP, through its Male and Female Dormitories, has continuously pursued programs that promote the rehabilitation, skills development, and livelihood opportunities of Persons Deprived of Liberty (PDLs);

WHEREAS, the LGU BACOOR recognizes the importance of supporting PDL livelihood initiatives as a means of fostering dignity, productivity, and reintegration into society, in line with national policies on restorative justice and inclusive development;

WHEREAS, the Department of Trade and Industry's (DTI's) "One Town, One Product" (OTOP) Program provides a platform for local innovation and entrepreneurship, thereby serving as an avenue for PDL-made products to gain visibility and market access;

WHEREAS, the OPERATOR is a domestic entity that guarantees the provision of an OTOP Hub to DTI in order for its locally-made products be readily made available to the constituents of the City of Bacoor and the community at large;

WHEREAS, the establishment of the OTOP Hub facility at the Mainsquare Mall offers a strategic venue for the display and promotion of PDL-crafted livelihood products, strengthening public awareness and appreciation of rehabilitation efforts;

WHEREAS, the collaboration among the BJMP Male and Female Dormitories, the LGU BACOOR, and the OTOP Hub facility exemplifies institutional synergy in advancing social responsibility, economic empowerment, and sustainable community development.

NOW, THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants herein contained, the Parties have agreed to be bound as follows:

SECTION 1. PURPOSE OF THE AGREEMENT. The purpose of this Agreement is to establish and formalize the collaboration among the LGU BACOOR, through its designated OPERATOR, and the BJMP, through its Male and Female Dormitories, for the display and promotion of livelihood products crafted by Persons Deprived of Liberty (PDLs) at the OTOP Hub facility located in Mainsquare Mall.

This Agreement seeks to:

- A.** Provide PDLs with a dignified and sustainable platform to showcase their skills, creativity, and productivity through livelihood products;
- B.** Support rehabilitation and reintegration programs by creating opportunities for PDLs to contribute meaningfully to local economic and social development;
- C.** Strengthen institutional cooperation among LGU BACOOR, its OPERATOR, the BJMP, and the Department of Trade and Industry's OTOP Program in advancing restorative justice, social responsibility, and inclusive entrepreneurship; and

- D. Ensure transparency, accountability, and adherence to applicable laws, rules, and ethical standards in the management, display, and promotion of PDL-made livelihood products.

SECTION 2. ROLES AND RESPONSIBILITIES OF THE PARTIES

A. ROLES AND RESPONSIBILITIES OF THE LGU BACCOOR. The LGU BACCOOR shall undertake the following responsibilities in relation to the display and promotion of PDL-crafted livelihood products at the OTOP Hub located in Mainsquare Mall, managed by the designated OPERATOR:

- a. Provide formal authorization for the inclusion of PDL-made livelihood products in the OTOP Hub facility;
- b. Ensure alignment of this initiative with local development plans, social responsibility programs, and inclusive economic policies;
- c. Facilitate coordination among BJMP Male and Female Dormitories, the OPERATOR, and relevant city offices to ensure smooth implementation of this Agreement;
- d. Oversee compliance with applicable laws, rules, and regulations governing livelihood programs, trade, and rehabilitation initiatives;
- e. Support the marketing and promotion of PDL-made products through city-led campaigns, events, and communication platforms;
- f. Advocate for public awareness and appreciation of PDL livelihood initiatives as part of restorative justice and community development;
- g. Establish mechanisms for monitoring the implementation of this Agreement, including periodic reporting and evaluation of outcomes;
- h. Ensure transparency and accountability in the management of proceeds, inventory, and promotional activities;
- i. Provide technical assistance, capacity-building, and linkages to other government programs or private sector partners that may enhance the sustainability of PDL livelihood initiatives; and
- j. Extend logistical or administrative support, when necessary, to strengthen the partnership and maximize impact.

B. ROLES AND RESPONSIBILITIES OF THE BJMP DORMITORIES. The BJMP, through its Male and Female Dormitories, shall undertake the following responsibilities in

relation to the display and promotion of PDL-crafted livelihood products at the OTOP Hub located in Mainsquare Mall, managed by the designated OPERATOR:

- a. Identify, prepare, and deliver livelihood products crafted by Persons Deprived of Liberty (PDLs) for display and promotion;
- b. Ensure that all products meet safety, quality, and ethical standards suitable for public consumption and sale;
- c. Provide certification or documentation attesting that the products are PDL-made under authorized livelihood programs;
- d. Coordinate with the LGU BACCOOR and the OPERATOR regarding schedules, delivery, and inventory management;
- e. Ensure compliance with applicable laws, rules, and regulations governing PDL livelihood programs, trade, and rehabilitation initiatives;
- f. Designate focal persons to liaise with the OPERATOR and LGU BACCOOR for smooth implementation;
- g. Actively support the promotion of PDL-made products by participating in OTOP Hub activities, exhibits, and events;
- h. Advocate for public awareness of PDL livelihood initiatives as part of BJMP's rehabilitation and reintegration mandate;
- i. Establish mechanisms for the proper recording and monitoring of sales proceeds, in accordance with government accounting and auditing rules;
- j. Ensure that proceeds are remitted to the appropriate BJMP trust fund or livelihood program accounts, with transparency and accountability;
- k. Conduct regular monitoring of product display, sales, and promotional activities in coordination with both the LGU BACCOOR and the OPERATOR;
- l. Submit periodic reports on the status of PDL livelihood products, including inventory, sales, and program impact, to LGU BACCOOR and, if necessary, to other relevant agencies;
- m. Provide continuous training and capacity-building for PDLs to enhance product quality, innovation; and market competitiveness; and

- n. Explore partnerships with other government agencies, NGOs, and private sector stakeholders to strengthen livelihood initiatives and ensure sustainability.

C. ROLES AND RESPONSIBILITIES OF THE OTOP HUB OPERATOR. The designated OPERATOR of the OTOP Hub located at Mainsquare Mall shall undertake the following responsibilities in relation to the display and promotion of livelihood products crafted by Persons Deprived of Liberty (PDLs), as authorized by the LGU BACCOOR:

- a. Provide and maintain a designated area within the OTOP Hub for the display and promotion of PDL-made livelihood products;
- b. Ensure that the display area is clean, secure, and conducive to customer engagement;
- c. Implement marketing strategies, promotional activities, and events to highlight the PDL-crafted products alongside other OTOP offerings;
- d. Collaborate with the BJMP, through its Male and Female Dormitories, and the LGU BACCOOR in developing promotional materials and campaigns that emphasize rehabilitation and social responsibility;
- e. Facilitate the sale of PDL-made products in accordance with agreed financial arrangements;
- f. Maintain accurate records of sales, returns, and inventory, and provide transparent reports to BJMP and LGU BACCOOR;
- g. Remit proceeds to the BJMP or its designated trust fund, in compliance with government accounting and auditing rules;
- h. Coordinate regularly with BJMP representatives regarding product delivery, inventory updates, and promotional schedules;
- i. Serve as the primary liaison among the BJMP Male and Female Dormitories, LGU BACCOOR, and the customers for matters related to PDL livelihood products;
- j. Submit periodic reports to the LGU BACCOOR and BJMP Male and Female Dormitories detailing sales performance, customer feedback, and promotional outcomes;
- k. Cooperate in joint monitoring and evaluation activities to assess program effectiveness and sustainability;

- l. Provide feedback and recommendations to both the BJMP Male and Female Dormitories on product presentation, market trends, and customer preferences; and
- m. Explore opportunities for partnerships, sponsorships, or collaborations that may enhance the visibility and sustainability of PDL livelihood initiatives.

SECTION 3.

FINANCIAL ARRANGEMENTS. In relation to the display and promotion of livelihood products crafted by Persons Deprived of Liberty (PDLs) at the OTOP Hub located in Mainsquare Mall, the following financial arrangements shall govern the partnership among the LGU BACCOOR, BJMP, through its Male and Female Dormitories, and the designated OPERATOR:

- A. **SALES PROCEEDS.** All proceeds derived from the sale of PDL-made livelihood products shall be duly recorded and accounted for by the OPERATOR. The net proceeds, after the deduction of agreed operational costs, if any, shall be remitted directly to the BJMP Male and Female Dormitories, or to its designated trust fund in accordance with government accounting and auditing rules.
- B. **TRANSPARENCY AND REPORTING.** The OPERATOR shall maintain accurate and up-to-date records of sales, returns, and inventory, and shall submit periodic financial reports to BJMP and LGU BACCOOR. The BJMP Male and Female Dormitories shall likewise prepare consolidated reports on the utilization of proceeds, ensuring that funds are directed toward livelihood program sustainability and PDL welfare.
- C. **OVERSIGHT AND ACCOUNTABILITY.** The LGU BACCOOR shall exercise oversight over financial transactions, to ensure compliance with applicable laws, rules, and ethical standards. A joint monitoring team composed of representatives from the LGU BACCOOR, BJMP Male and Female Dormitories, and the OPERATOR shall review financial reports and recommend measures to strengthen accountability.
- D. **OPERATIONAL COSTS AND SUPPORT.** Any operational costs related to the display, promotion, or maintenance of PDL-made products shall be subject to prior agreement among the Parties. The LGU BACCOOR may extend logistical or financial support, when necessary, to enhance the sustainability of the initiative.
- E. **AUDIT AND VERIFICATION.** All financial transactions under this Agreement shall be subject to audit by competent authorities, including the Commission on Audit (COA), to safeguard transparency and integrity. Any discrepancies or issues identified in financial reports shall be addressed promptly through joint consultation among the Parties.

SECTION 4. MONITORING AND EVALUATION. To ensure the effective implementation of this Agreement and the sustainability of PDL livelihood initiatives, the following monitoring and evaluation mechanisms shall be observed by the LGU BACCOOR, BJMP, and the OTOP Hub OPERATOR:

A. JOINT MONITORING COMMITTEE. A committee composed of representatives from the LGU BACCOOR, BJMP Male and Female Dormitories, and the OTOP Hub OPERATOR shall be established to oversee the implementation of this Agreement. The committee shall convene regularly to review progress, address issues, and recommend improvements.

B. PERIODIC REPORTING. The OPERATOR shall submit monthly reports to the BJMP and LGU BACCOOR detailing the product inventory, sales performance, promotional activities, and customer feedback. On the other hand, the BJMP, through its Male and Female Dormitories, shall prepare consolidated reports on the utilization of proceeds, program impact, and PDL participation to be shared with LGU BACCOOR.

C. EVALUATION METRICS. The monitoring shall include both quantitative and qualitative indicators, such as:

- a. The number and variety of PDL-crafted products displayed;
- b. The sales volume and proceeds generated;
- c. Customer engagement and satisfaction; and
- d. The impact on PDL rehabilitation and livelihood skills development.

The evaluation shall also consider compliance with applicable laws, ethical standards, and transparency requirements.

D. OVERSIGHT BY LGU BACCOOR. The LGU BACCOOR shall exercise oversight to ensure that financial transactions, promotional activities, and reporting mechanisms are consistent with local governance standards. Likewise, the LGU BACCOOR may call for special reviews or audits when deemed necessary.

E. FEEDBACK AND CONTINUOUS IMPROVEMENT. Findings from the monitoring and evaluation shall be utilized to refine product quality, promotional strategies, and operational procedures. Further, stakeholder consultations may be conducted to gather feedback from customers, community members, and partner agencies.

F. FINAL REVIEW AND RENEWAL. At the end of the Agreement's term, a comprehensive evaluation shall be

conducted to assess overall outcomes and determine the feasibility of renewal or expansion of the partnership.

SECTION 5. TERM AND TERMINATION. Unless otherwise terminated as provided herein, this Agreement shall be effective, remain in force from the Effective Date, and automatically be terminated on **JUNE 30, 2028**. This Agreement may be renewed by one Party by sending a formal written notice to the other Party at least thirty (30) days prior to the termination date.

Either Party may terminate this Agreement without cause by written notice to the other Party at least thirty (30) days before the intended termination date. Pre-termination by either Party under this Section shall be based only on valid and equitable grounds.

Should either Party commit a material breach under this Agreement or commit a material breach of any other terms and conditions of this Agreement, or unjustifiably refuse or fail to perform any of its obligations under this Agreement, the aggrieved Party may terminate this Agreement (i) effective immediately if the breach cannot be remedied, or (ii) if the breach may be remedied, within thirty (30) days from receipt of written notice of the breach and the Party in breach has failed to cure such breach or perform its obligations.

SECTION 6. MISCELLANEOUS PROVISIONS.

A. ENTIRE AGREEMENT AND INTEGRATION. This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings, or other agreements, whether oral or written, relating to the subject matter of this Agreement.

B. AUTHORITY. Each Party represents and warrants on its own behalf that the individual signing this Agreement on its behalf is fully authorized to sign on behalf of and bind it and that it has the power and authority to enter into it.

C. GOOD FAITH. In complying with and implementing the terms of this Agreement, the Parties shall exercise good faith and cooperation to fulfill their common objective.

D. ASSIGNMENT. Either Party is strictly prohibited from assigning this Agreement, as well as the performance of any obligation or undertaking made herein, to any third party without obtaining the prior written consent of the other Party. Either Party cannot assign this Agreement without the written consent of the other Party to any successor by way of any merger, consolidation, or other corporate reorganization of such Party, or sale of all or substantially all of the assets of such Party, provided that such successor assumes, or is otherwise fully bound by, all of the obligations of the assigning Party under this

Agreement. No assignment, with or without such consent, will relieve either Party from its obligations under this Agreement.

E. BINDING EFFECT. The covenants and conditions contained in this Agreement shall apply to and bind the Parties, as well as their successors and permitted assigns.

F. CUMULATIVE RIGHTS. The Parties' rights under this Agreement are cumulative and shall not be construed as exclusive of each other unless otherwise provided by law.

G. WAIVER. The failure of either Party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that Party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

H. HEADINGS. The titles to the provisions in this Agreement are for convenience or reference only and shall not in any way affect the interpretation thereof.

I. SEVERABILITY. If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

J. AMENDMENTS. This Agreement shall not be altered, changed, supplanted, or amended except by a written instrument signed by the duly authorized representatives of the Parties. All amendments to this Agreement shall be deemed valid and binding upon the contracted Parties only if made by the mutual consent in writing of the Party and signed by the original signatories of both Parties to this Agreement. This Agreement shall be legally acceptable after being signed by the authorized representatives of the contracted Parties with full corporate power vested in them by their respective Parties. After signing this Agreement, all previous verbal and/or written arrangements about the subject of this Agreement shall be considered null and void.

K. GOVERNING LAW AND VENUE OF SUITS. This Agreement shall be governed by the laws of the Republic of the Philippines, without regard to the choice or conflicts of law provisions of any jurisdiction, and any disputes, actions, claims, or causes of action arising out of or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of Bacoor City to the exclusion of all other venues.

L. NOTICE. Except as may be otherwise specifically provided in this Agreement, all notices required or permitted shall be in writing and shall be deemed to be delivered when

deposited in the postal office mail postage prepaid, certified or registered mail, return receipt requested, addressed to the Parties at their respective addresses outlined in this Agreement, or at such other addresses as may be subsequently specified by written notice.

M. COUNTERPARTS SIGNING. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same agreement.

IN WITNESS WHEREOF, the Parties, through their authorized representatives, have executed this Agreement as of the date and at the place set forth above.

**CITY GOVERNMENT
OF BACCOOR**

**BUREAU OF JAIL MANAGEMENT
AND PENOLOGY – REGION IVA**

By:

By:

Hon. **STRIKE B. REVILLA**
City Mayor
City Resolution No. _____
Series of 2026

**BACCOOR LIVELIHOOD
PRODUCERS COOPERATIVE**

By:

Ms. CARMELITA F. GAWARAN
Chairman

SIGNED IN THE PRESENCE OF:

Atty. AIMEE TORREFRANCA-NERI
City Administrator
City Administrator's Office

ACKNOWLEDGMENT

Republic of the Philippines)
City of Bacoor, Province of Cavite) S.S.

BEFORE ME, a Notary Public, this ___ day of _____ 2026, personally appeared the following:

Name	Competent Evidence of Identity/ Number	Date and Place Issued
HON. STRIKE B. REVILLA		
CARMELITA F. GAWARAN		

Known to me, and to me known to be the same persons who executed the foregoing instrument and acknowledged the same to be their free and voluntary act and deed as well as those of the corporation and instrumentality if the Government herein represented.

The foregoing Memorandum of Agreement, consisting of ____ () pages, including the page on which this acknowledgement is written, has been signed on the left margin of each and every page thereof by the concerned parties and their witnesses on each and sealed with my notarial seal.

WITNESS MY HAND AND SEAL. I have hereunto set my hand this day, year, and place above written.

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
Series of 2026.