

CONTRACT OF AGREEMENT

KNOW ALL MEN BY THESE PRESENT:

This Contract of Agreement made and entered into this 11 day of AUG 11 2023 2023 at Quezon City, Philippines by and between:

The **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES (PCAF)**, a government agency attached to the Department of Agriculture (DA), created pursuant to Executive Order No. 366, Series of 2004, and the Department of Budget and Management (DBM) approved Rationalization Plan covering the consolidation of the National Agricultural and Fishery Council (NAFC) and Livestock Development Council (LDC) on June 26, 2013, with office address at the Apacible Hall, Department of Agriculture Compound, Elliptical Road, Diliman, Quezon City, represented in this Act by its **OIC - Executive Director, JULIETA E. OPULENCIA**, hereinafter referred to as the **PCAF**;

-and-

SOLANO HOTEL a company licensed to operate business under the laws of the Republic of the Philippines with principal office address at Gen. Luna Ave. Sabang, Lipa City, Batangas represented in this Act by its Authorized Representative, **MIKEE GODOY, Sales & Marketing Associate**, hereinafter referred to as the **SUPPLIER**.

WITNESSETH

WHEREAS, the **PCAF** requested the procurement of one (1) lot meals and accommodation for the conduct of the training, entitled: **Competency Advancement in Policymaking and Engagement for the Agricultural and Fishery Councils (AFC CAPE) for the AFCs of MIMAROPA on August 14-18, 2023** with approved PR No. 23-07-331 and was posted in the PhilGEPS for bidding;

WHEREAS, the **SUPPLIER** offers meals and accommodation services and had submitted its quotation;

WHEREAS, the opening of bid was undertaken on July 31, 2023, and after due evaluation by the Bids and Awards Committee (BAC), the **SUPPLIER** was declared as the Single Calculated and Responsive Quotation, thus, the BAC recommended to the HOPE to award the above mentioned procurement to the **SUPPLIER**;

WHEREAS, **PCAF** issued the Notice of Award No. 2023 - 108 to the **SUPPLIER** on July 31, 2023;

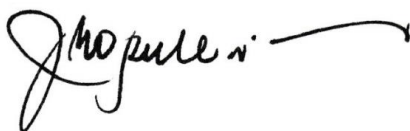
NOW THEREFORE, in view of the foregoing premises, the parties have agreed to the following terms and conditions:

A. OBLIGATIONS OF PCAF

1. Allocate and disburse funds in the total amount of **Three Hundred Seventy Thousand Pesos only (Php 370,000.00)** to **SOLANO HOTEL** for the procurement of One (1) Lot Meals and Accommodation for the conduct of the training on August 14-18, 2023 in Lipa City; and
2. Pay the **SUPPLIER** after completion of the activity and receipt of the billing statement.

B. OBLIGATIONS OF THE SUPPLIER

1. Provide the required food and accommodation services for the conduct of the training on August 14-18, 2023 for the total amount of **Three Hundred Seventy Thousand Pesos only (Php 370,000.00)**, as follows:
 - Meals and Accommodation for 37 pax @ 4 nights and 5 days
 - Meals for 37 pax for the networking session



Inclusions:

- **HOTEL ROOM ACCOMMODATION** (air conditioned, twin-sharing individual beds)
- **MEALS** on the 1st day (Lunch, PM Snacks, and Buffet Dinner)
- **MEALS** on the 2nd, 3rd, and 4th day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner)
- **MEALS** on the 3rd day evening (Networking Session)
- **MEALS** on the 5th day (Buffet Breakfast and AM Snacks)
- **MEALS** should include two (2) main courses, vegetables, soup, dessert, and drinks/juice during lunch and dinner

NOTE: No cream dory in the menu

- Use of conference room for 3.5 days (could accommodate participants up to 50 pax for fish bone and/or round table set up well-lighted, air conditioned, with good ventilation)
- Provision of lift or elevator when it's more than 2 floors for senior or PWD use
- Provision of LCD screen, projector, at least 2 whiteboard with markers, eraser, pads, and pen
- Provision of alcohol for sanitation (Covid-19 safety protocol)
- Free use of electricity for laptops, LCDs, and printers
- Free use of sound system, extension cords and microphones with extra batteries
- Free use of projectors and wireless presenters/pointers
- Flowing coffee/tea and purified water, candies/mints, and peanuts during sessions
- With complimentary welcome streamer and backdrop tarpaulin
- Complimentary Wi-Fi connectivity to all rooms and conference room
- Free parking and access to other hotel amenities free of charge
- Standby generator

2. Bill the **PCAF** for the meals and accommodation services; and

3. Acknowledge the receipt of payment by issuing an Official Receipt in the name of the **PCAF**.

C. GENERAL PROVISIONS

The parties shall mutually agree to perform, fulfill, and abide with all the provisions and requirements, and on all matters contained or could be reasonably inferred from the Contract.

D. AMENDMENT

All stipulations set forth in this Contract shall apply unconditionally, subject to amendments that may be mutually agreed by both parties in writing.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this ____ day of AUG 11 2023 2023 at Quezon City, Philippines.

**PHILIPPINE COUNCIL FOR
AGRICULTURE AND FISHERIES**
PCAF


JULIETA E. OPUENCIA
Off - Executive Director

SOLANO HOTEL

SUPPLIER


MIKEE L. GODOY
Sales & Marketing Associate

SIGNED IN THE PRESENCE OF:

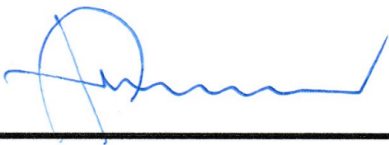


MELINDA T. QUIÑONES

Division Chief, Partnership Development Division

ALLOTMENT AVAILABLE: ₱370,000.00
BS No. 02-101101-2023-08-972

FUNDS AVAILABLE: ₱370,000
Control No. 10-23-08-192



JOSE REDENTOR H. BESENIO

OIC - Asst. Chief, Administrative,
Financial and Management Division and
Chief, Budget Section



MARIA DIVINA P. GONZALES

Chief, Accounting Section



ACKNOWLEDGEMENT

Republic of the Philippines)
Quezon City) s.s.

QUEZON CITY

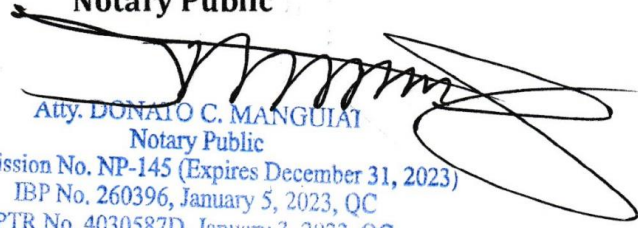
AUG 11 2023

Before me, Notary Public, for and in _____ this _____ day of _____ 2023 appeared the following persons presenting to me their respective identifications, to wit:

Affiant	ID/ Passport No./ CTC No.	Issued at	Issued on
JULIETA E. OPULENCIA	PCAF ID # 198207	Quezon City	July 1982
MIKEE L. GODOY	Employee ID # 2205013	Lipa City	February 2021

WITNESS MY HAND AND SEAL, on the date and place above written.

Doc. No. 222
Page No. 45
Book No. 32
Series of 2023

Notary Public

 Atty. DONATO C. MANGUIAT
 Notary Public
 Commission No. NP-145 (Expires December 31, 2023)
 IBP No. 260396, January 5, 2023, QC
 PTR No. 4030587D, January 3, 2023, QC
 Attorney's Roll No. 34845
 MCLE VII No. 0019777
 Mobile No. +639152654279
 Office Address: No. 2 Marunong St., Brgy. Central, QC

