

## CONTRACT OF AGREEMENT

KNOW ALL MEN BY THESE PRESENT:

This Contract of Agreement made and entered into this \_\_\_\_\_ day of <sup>SEP</sup> ~~of~~ 04 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-

**THE PINNACLE HOTEL**, a company licensed to operate business under the laws of the Republic of the Philippines with principal office address at Sta. Ana Avenue, Davao City, Davao Del Sur represented in this Act by its Authorized Representative, **MAY ANN P. GESULGA, Assistant Sales Manager**, 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: **Shaping Gender Responsive Policy Advocacy and Policy Monitoring for Agricultural and Fishery Councils (AFCs) on September 5 - 8, 2023** with approved PR No. 23-08-366 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 August 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 - 113 to the **SUPPLIER** on August 31, 2023;

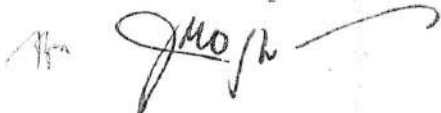
**NOW THEREFORE**, in view of the foregoing premises, the parties have agreed to the following terms and conditions:

#### A. OBLIGATIONS OF PCAF

1. Allocate and disburse funds in the total amount of **Two Hundred Forty Five Thousand Pesos (Php 245, 000.00)** to **THE PINNACLE HOTEL** for the procurement of One (1) Lot Meals and Accommodation for the conduct of the training on **September 5 - 8, 2023** in Davao 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 September 5 - 8, 2023 for the total amount of **Two Hundred Forty Five Thousand Pesos (Php 245, 000.00)**, as follows:
  - Meals and Accommodation for 35 pax @ 3 nights and 4 days
  - Meals for 35 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 and 3rd day (Buffet Breakfast, AM Snacks, Managed Buffet Lunch, PM Snacks, Managed Buffet Dinner)
- **MEALS** on the 2nd day evening (Networking Session)
- **MEALS** on the 4th 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 2.5 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 building has more than 2 floors for Senior Citizens or PWD use
- Provision of LCD screen, projector, whiteboard with marker, eraser, pads, pens and pencils
- Provision of alcohol for sanitation (Covid19 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 ~~SEP 04 2023~~ at Quezon City, Philippines.

PHILIPPINE COUNCIL FOR  
AGRICULTURE AND FISHERIES  
PCAF

  
JULYETTA E. OPUENCIA  
OIC - Executive Director

*Ma*

THE PINNACLE HOTEL  
SUPPLIER

  
MAY ANN P. GESULGA  
Assistant Sales Manager

SIGNED IN THE PRESENCE OF:



FLORELIZ P. AVELLANA

Division Chief, Planning, Monitoring and Knowledge Management and  
Chairperson, PCAF Gender and Development-Focal Point System

ALLOTMENT AVAILABLE: 245,000.  
BS No. 02-101101-2027-09-1064

FUNDS AVAILABLE: ₱245,000  
Control No. UN-23-09-199



ENGR. JOSE REDENTOR H. BESENIO  
Chief, Budget Section



MARIA DIVINA P. GONZALES  
Chief, Accounting Section



ACKNOWLEDGEMENT

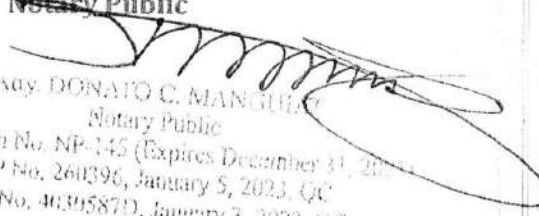
Republic of the Philippines )  
Quezon City ) s.s.

Before me, Notary Public, for and in QUEZON CITY this SEP 04 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	Senior ID # 20-30902	Quezon City	October 02, 2022
MARY ANN P. GESULGA	Employee ID # 202206-0006	Davao City	June 28, 2022

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

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Book No. 35  
Series of 2023

\_\_\_\_\_  
**Notary Public**  
  
 Atty. DONATO C. MANGILAN  
 Notary Public  
 Commission No. NP-145 (Expires December 31, 2024)  
 IBP No. 260396, January 5, 2023, QC  
 PTR No. 4639587D, January 3, 2023, QC  
 Attorney's Roll No. 34843  
 MCLE VII No. 0019777  
 Mobile No. +639152654279  
 Office Address: No. 2 Macatong St., Brgy. Cer...

