

CONTRACT OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Contract was made and entered into this 09 day of OCT 09 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 **FIRST PARTY**;

and

WORLDWIDE QUALITY ASSURANCE (WQA) PHILIPPINES INC., a company licensed to operate the business under the laws of the Republic of the Philippines, with office address at 918 Avida Towers, Alabang, Muntinlupa City, represented in this Act by its **Managing Director, MR. CLEMENTO MASSARO**, hereinafter referred to as the **SECOND PARTY**;

WITNESSETH:

WHEREAS, the **FIRST PARTY** requires the procurement of services for the conduct of a Surveillance Audit on ISO 9001:2015, to include: documents checking, preparation, and planning; surveillance audit; reporting; and the issuance of ISO certificate for the following scope: Participatory Planning, Monitoring, Policy Making in Agriculture and Fishery Sectors including Related Support Services;

WHEREAS, the **SECOND PARTY** issued the **FIRST PARTY'S** ISO 9001:2015 Certificate last December 1, 2022, and is valid until November 5, 2024.

WHEREAS, the **FIRST PARTY** has posted the said procurement at the PhilGEPS;

WHEREAS, the **SECOND PARTY** has responded and submitted its bid;

WHEREAS, the **SECOND PARTY** is accredited by the International Accreditation Service (IAS), a member of the International Accreditation Forum (IAF), to provide certification of Quality Management Systems (QMS) conforming to ISO 9001:2015;

WHEREAS, the **SECOND PARTY** was recommended to the **HOPE**, through BAC Resolution No. 147, Series of 2023, to award the procurement of services for the conduct of Surveillance Audit on ISO 9001:2015 to the **FIRST PARTY**;

WHEREAS, the **FIRST PARTY** issued the Notice of Award to the **SECOND PARTY** who agreed to deliver the said services by acknowledging the Notice on September 30, 2023;

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

Julieta E. Opulencia

A. The **FIRST PARTY** shall:

1. Provide local transportation (pick up from WQA Philippines Inc. Office to the sites to be audited) and meals for WQA Philippines Inc. Auditors on the days of the audit; should PCAF require additional visits from WQA Philippines Inc. Auditors, transportation arrangements should be made by PCAF;
2. Obligate and disburse funds in the total amount of **Ninety Five Thousand Two Hundred Pesos (Php 95,200.00)** to **WORLDWIDE QUALITY ASSURANCE (WQA) PHILIPPINES INC.**, for the procurement of services for the conduct of 2nd Surveillance Audit on its ISO 9001:2015 compliance;
3. Provide the documents that will be required by the **SECOND PARTY**, actively participate, and ensure the completion of the activities as scheduled; and
4. Pay the **SECOND PARTY** after the completion of the services and receipt of the billing statement from the **SECOND PARTY**, subject to the usual accounting and auditing rules and regulations.


B. The **SECOND PARTY** shall:

1. Provide the required services as stated in the Purchase Request and BAC documents for the conduct of a 2nd Surveillance Audit on ISO 9001:2015 of the **FIRST PARTY**, as follows:
 - a. Doc-check, preparation and planning
 - b. Surveillance Audit: 2 man-days
 - c. Audit Reporting
 - d. Processing of Certificate
2. Issue to the **FIRST PARTY** the ISO Certificate within two (2) weeks upon compliance with necessary requirements/actions but not later than one (1) month upon satisfaction of this Office of all post-audit requirements.
3. Bill the **FIRST PARTY** for the services rendered; and
4. Acknowledge the receipt of payment by issuing an Official Receipt in the name of the **FIRST PARTY**.

C. **CERTIFICATE PROCESS AND ISSUANCES**

After the Surveillance Audit is done and deviations are found, corrective actions will be required. This must be submitted in order to commence the audit review and processing of the certificate. Failure to submit corrective action on time will cause a delay in the issuance of the certificate;

In the event, that a necessary audit is to be done due to any non-conformance/s based on the standard, a corresponding bill/ invoice shall be paid by the PCAF until the conformity to the standard.



D. VALIDITY OF THE CERTIFICATION

The ISO 9001:2015 certificate is valid for 3 years from the initial date of issuance, subject to yearly surveillance audit in conformity with the ISO 9001:2015 standard.

E. TERM OF THE AGREEMENT


The term of this agreement shall be valid for three (3) years commencing December 3, 2021 subject to accounting rules and regulations.

OCT 09 2023

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

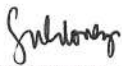
**PHILIPPINE COUNCIL FOR
AGRICULTURE AND FISHERIES (PCAF)
FIRST PARTY**

**WORLDWIDE QUALITY ASSURANCE
(WQA) PHILIPPINES INC.
SECOND PARTY**


JULIETA E. OPULENCIA
OIC Executive Director


CELEMENTO MASSARO
Managing Director

Signed in the Presence of:


MERLYN R. GALDONEZ
Chief, Management Section &
Quality Management Representative, PCAF


GEMIMALYN TRIJO
WQA

ALLOTMENT AVAILABLE: ₱ 95,200-

FUNDS AVAILABLE: ₱ 95,200

BS No. 02-101101-2023-10-

Control No. 01-2023-10-214


JOSE REDENTOR H. BESENIO
Chief, Budget Section


MARIA DINWA P. GONZALES
Chief, Accounting Section

ACKNOWLEDGEMENT

Republic of the Philippines)
Quezon City) s.s. **QUEZON CITY**

OCT 09 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 Number	Issued at	Issued on
JULIETA E. OPULENCUA	20-30902	Cainta, Rizal	Oct. 02, 2020
CLEMENTO MASSARO	377-350-465-000	Alabang	Aug 27, 2020

Known to me to be the same persons who executed and voluntarily signed the foregoing Contract which they acknowledged before me as their own, free and voluntary act and deed with full authority to sign in that capacity.

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

Notary Public

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Book No. K
Series of 2023

ATTY. MANNY V. GRAGASIN
NOTARY PUBLIC
COMMISSION NO. 02 UNTIL DEC. 31, 2024 Q.C.
DPOS BLDG. 3RD. FLR. QUEZON CITY HALL
IBP NO. 2539177 / 12-27-22 / QUEZON CITY
PTR NO. 3994861 / 01-03-23/QUEZON CITY
ROLL OF ATTORNEY'S NO. 56070
MCLE NO. VII-0028698 Until 04/14/25
TIN NO. 243-085-918