

REPUBLIC OF THE PHILIPPINES)  
SAN FDO. CITY L.U. ) S.S.

### CONTRACT OF SERVICES

#### KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 20th day of September, 2022 in the City of San Fernando, La Union, Philippines, by and between.

The **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE 1**, represented herein by **AGNES A. DE LEON, CESO V, OIC - Regional Director**, with office and postal address at Aguila Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the **First Party**.

- and -

**EL JARDINE FOOD CATERING AND MANAGEMENT SERVICES** represented herein by **SUZETTE C. AMOR** with office address at **Brgy. Libsong East, Lingayen, Pangasinan** herein referred to as the **Second Party**.

#### WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **two (2) day** activity entitled **Conduct of Youth Camp – Harnessing Active Participation and Partnership Among Youth (HAPPY)** on **September 30 to October 1, 2022** at **Brgy. Libsong East, Lingayen, Pangasinan**.

WHEREAS, the **SECOND PARTY** has the capability of providing food for the conduct of the above-mentioned activity at reasonable cost;

NOW, THEREFORE, for and inconsideration of the foregoing premises the parties hereto agree on the contents of this Contract to wit:



1. THAT, the **SECOND PARTY** agrees and binds itself to the **FIRST PARTY** to provide food for the participants who will attend the **“Conduct of Youth Camp – Harnessing Active Participation and Partnership Among Youth (HAPPY)”** to be held on **September 30-October 1, 2022** at **Brgy. Libsong East, Lingayen, Pangasinan**, with a contract package of
2. **ONE HUNDRED SEVENTY TWO THOUSAND FIVE HUNDRED PESOS ONLY (Php 172,500.00)** as indicated in the approved activity design subject to the qualification that only the actual cost/billing of the **SECOND PARTY** shall be paid by the **FIRST PARTY** appearing in the Statement of Account;
3. THAT this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants, a summary is shown below. If attendance is above minimum, the **SECOND PARTY** shall provide food at the same rate for the additional participants.

Proposed Schedule	Activity	No. of Day	Total No. of Participants	Amount
Sept.30 to Oct.1, 2022	Conduct of Youth Camp: Harnessing the Active Participation and Partnership of the Youth (HAPPY)	2	125 pax (Breakfast, AM Snack, Lunch PM Snack & Dinner )	Php 147,500.00
			125 pax ( Breakfast, )	25,000.00
			TOTAL	Php 172,500.00

4. In case of unforeseen incidental expenses incurred by the **FIRST PARTY**, the **FIRST PARTY** shall pay the **SECOND PARTY** the amount corresponding to it.
5. THAT, if the total number of participants exceed the foregoing guaranteed minimum number of participants, the **FIRST PARTY** shall pay the **SECOND PARTY** additional charges which shall be based on the actual number of participants at the indicated rate per person as indicated in Item #2 of this contract.
6. THAT the payment of the amount due and payable under this contract and the conduct of this activity is based on the approved and signed program/activity design subject to the usual government accounting and auditing rules and regulations;
7. THAT, the **SECOND PARTY** guarantees to provide safe and clean food for the said activity to be conducted by the **FIRST PARTY**, and the latter reserves the right to question any action of, or institute any appropriate action in a proper proceeding against the former for any injury the **FIRST PARTY** may sustain resulting from any harmful or contaminated food served by the **SECOND PARTY**;
8. THAT, in case the **SECOND PARTY** failed to effect deliveries of what is stipulated herein, without any fault on the part of the **FIRST PARTY**, or was not due to fortuitous event, the contract will be automatically rescinded without going to court and the **FIRST PARTY** shall be freed from any liability to the **SECOND PARTY**;
9. THAT, this contract shall be binding and may be cancelled/terminated at the option of either party upon prior written notice at least five (5) days before the commencement of the activity.
10. THAT this Contract shall take effect upon signing of both parties concerned.

IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at \_\_\_\_\_, Philippines this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

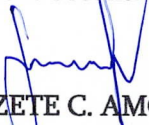
**For the First Party**

  
**AGNES A. DE LEON, CESO V**  
 OIC - Regional Director  
 DEPARTMENT OF THE INTERIOR AND  
 LOCAL GOVERNMENT- REGION 1 

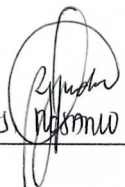
Witness:

\_\_\_\_\_


**For the Second Party**

  
**SUZETE C. AMOR**  
 Authorized Representative  
 EL JARDINE FOOD CATERING AND  
 MANAGEMENT SERVICES

Witness:

  
 ROSARIO ROSARIO JANE  
 \_\_\_\_\_

**CERTIFIED FUNDS AVAILABLE:**

  
**MERCEDES C. LLANES**  
 AO V/ Regional Budget Officer



ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

~~SAN FDO. CITY L.U.~~ )S.S.

SAN FDO. CITY L.U.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, this  
22 SEP 2022 personally appeared

AGNES A. DE LEON, CESO V

TIN: \_\_\_\_\_

SUZETTE C. AMOR


TIN: 922-084-772

known to me as the same persons who executed the foregoing instrument and they further acknowledged to me that the same is their free and voluntary act and deed as well as that of the entities they respectively represent herein.

This agreement consisting of **three (3)** pages including this page where this acknowledgement is written, signed by said officials and their instrumental witnesses on each and every page thereof, refers to as **CONTRACT** for the purpose herein set forth.

WITNESS MY OFFICIAL SEAL and SIGNATURE, on the date and place above- written.

Doc. No. 403  
Page No. 81  
Book No. 108  
Series of 2022

  
ATTY. ERNESTO V. RAFUN P.D.  
NOTARY PUBLIC UNTIL DECEMBER, 2022  
SAN FERNANDO CITY LA UNION  
PIR # 6848284; IBP LIFETIME # 1068479  
2022 TIN # 172170614/ROLL # 50981  
MCLE COM. # V1007213



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1**  
**Regional Office I**

Aguila Rd., Sevilla, San Fernando City, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

## NOTICE OF AWARD

September 19, 2022

**SUZETTE C. AMOR**

Authorized Representative

El Jardine Food Catering and Management Service

Brgy. Libsong East, Lingayen, Pangasinan


Dear Ms. Amor:

We are pleased to inform you that your quotation amounting to **One Hundred Seven Two Thousand Five Hundred Pesos Only (Php 172,500.00)** for the **Procurement of Meals for the Conduct of Youth Camp – Harnessing Active Participation and Partnership Among Youth (HAPPY)** to be held on **September 30-October 1, 2022** at Brgy. Libsong East, Lingayen, Pangasinan been determined to be the Single Calculated and Responsive Bid (SCRB).

You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,

  
**AGNES A. DE LEON, CESO V**  
OIC - Regional Director, DILG 1 and  
Head of Procuring Entity

*CONFORME:*

  
\_\_\_\_\_  
**SUZETTE C. AMOR**

Authorized Representative

El Jardine Food Catering and Management Service

Brgy. Libsong East, Lingayen, Pangasinan



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
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## NOTICE TO PROCEED

September 20, 2022

**SUZETTE C. AMOR**

Authorized Representative

El Jardine Food Catering and Management Service

Brgy. Libsong East, Lingayen, Pangasinan

Dear Ms. Amor:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals for the Conduct of Youth Camp – Harnessing Active Participation and Partnership Among Youth (HAPPY)** on **September 30-October 1, 2022** at Brgy. Libsong East, Lingayen, Pangasinan.

Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,

  
**AGNES A. DE LEON, CESO V**  
OIC - Regional Director, DILG 1 and  
Head of Procuring Entity

**RECEIVED BY:**

  
\_\_\_\_\_  
**SUZETTE C. AMOR**

Authorized Representative

El Jardine Food Catering and Management Service

Brgy. Libsong East, Lingayen, Pangasinan





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION 1**

Aguila Road, Sevilla, City of San Fernando, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2022-52**

**DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF CATERING SERVICES FOR THE CONDUCT OF YOUTH CAMP: HARNESSING ACTIVE PARTICIPATION AND PARTNERSHIP AMONG YOUTH (HAPPY)**

WHEREAS, as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness governing this Act;

WHEREAS, the Procuring Entity intends to procure **Catering Services for the Conduct of Youth Camp: Harnessing Active Participation and Partnership among Youth (HAPPY)** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **One Hundred Seventy-Five Thousand Pesos (Php 175,000.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **September 6-9, 2022**;

WHEREAS, the BAC scheduled the opening of bids on September 12, 2022, 2:01 PM;

WHEREAS, the canvassers floated RFQ to Three (3) Suppliers, namely, Angelcon Properties, Ventura's Catering Services and El Jardine Food Catering and Management Services;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only El Jardine Food Catering and Management Services submitted complete eligibility requirements;

WHEREAS, below is the result of the opening and evaluation of bids:

SUPPLIER	Valid Business/ Mayor's Permit	Latest Income/ Business Tax Return/Tax Clearance Certificate	PhilGeps Reg. No.	Menu	Bid Amount
Angelcon Properties	X	X	X	X	No eligibility requirements submitted
Ventura's Catering Services	X	X	X	X	No eligibility requirements submitted
El Jardine Food Catering and Management Services	/	/	/	/	Php 172,500.00

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare **El Jardine Food Catering and Management Services** as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **One Hundred Seventy-Two Thousand Five Hundred Pesos (Php172,500.00)**;
- To recommend to the HOPE the award of contract to the SCRB.

RESOLVED, to furnish the **Local Government Monitoring and Evaluation Division (LGMED)** and **Finance and Administrative Division (FAD)** a copy of this Resolution for their reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, September 12, 2022 via Hybrid Conference.

**Certified Correct:**

**MARIFE M. DOCULAN**  
 Head, BAC Secretariat

**ATTY. CHESTER S. CAYABAS-DIWIAS**  
 BAC Member

**SHARWYN M. SANGEL**  
 BAC Member

**Attested by:**

**LESLIE CAROL L. ISIP**  
 BAC Member

**LILY ANN Z. VICTORIO**  
 BAC Member

**KAREN C. CASTILLO**  
 BAC Member/ End-User

**BENEDICTA M. BARNACHEA**  
 BAC Vice-Chairperson

**PEDRO D. GONZALES**  
 BAC Chairperson

**APPROVED / DISAPPROVED:**

**JULIE J. DAQUIOAG, Ph.D., CESO III**  
 Regional Director/ HOPE