

REPUBLIC OF THE PHILIPPINES)
 _____) S.S.

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 13th day of October, 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 -

That **INTERNATIONAL RURAL ELECTRIFICATION TRAINING CENTER (IRETC)** represented herein by **MARY JANE LEAH A. ANCHETA** with office address at **Doña Toribia Aspiras Road, Agoo, La Union** herein referred to as the **Second Party**.

WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **one (1) day** activity entitled "**Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS**" on **October 18, 2022** at **Doña Toribia Aspiras Road, Agoo, La Union**.

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 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 "**Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS**" to be held on **October 18, 2022** at **Doña Toribia Aspiras Road, Agoo, La Union**, with the contract package of **FORTY THREE THOUSAND FIVE HUNDRED PESOS ONLY (Php 43,500.00)** 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;
2. THAT this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants. 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	No. of Participants	Amount
October 18, 2022	Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS	1	30pax (Breakfast, am snack, lunch, pm snack & dinner)	Php 43,500.00

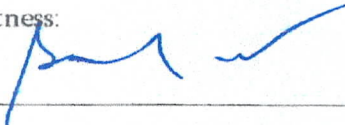
3. In case of the unforeseen incidental expenses incurred by the FIRST PARTY, the FIRST PARTY shall pay the SECOND PARTY the amount corresponding to it.
4. THAT, if the total number of participants exceed the foregoing guaranteed minimum number of participants, the FIRST PARTY shall pay the SECOND PARTY 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.
5. 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;
6. 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;
7. 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;
8. 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.
9. 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 I

Witness:



For the Second Party


MARY JANE LEAH A. ANCHETA
Authorized Representative
INTERNATIONAL RURAL
ELECTRIFICATION TRAINING CENTER (IRETC)

Witness:

CERTIFIED FUNDS AVAILABLE:

MERCEDES C. LLANES
AO V/ Regional Budget Officer



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

NOTICE OF AWARD

October 12, 2022

MARY JANE LEAH A. ANCHETA
Authorized Representative
IRETC
Doña Toribia Aspiras Road, Agoo, La Union


Dear Ms. Ancheta:

We are pleased to inform you that your quotation amounting to **Forty Three Thousand Five Hundred Pesos Only (Php 43,500.00)** for the **Procurement of Meals and Snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS** to be held on **October 18, 2022** at **International Rural Electrification Training Center (IRETC)** at **Doña Toribia Aspiras Road, Agoo, La Union** has been determined to be the **Lowest Calculated and Responsive Bid (SCRB)**.

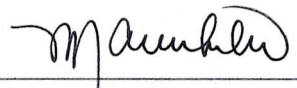
You are hereby required to formally enter into contract with us upon receipt of this Notice.

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:


MARY JANE LEAH A. ANCHETA
Authorized Representative
IRETC
Doña Toribia Aspiras Road, Agoo, La Union



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

NOTICE TO PROCEED

October 14, 2022

MARY JANE LEAH A. ANCHETA
Authorized Representative
IRETC
Doña Toribia Aspiras Road, Agoo, La Union

Dear Ms. Ancheta:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OCDMS on October 18, 2022 at International Rural Electrification Training Center (IRETC) at Doña Toribia Aspiras Road, Agoo, La Union.**

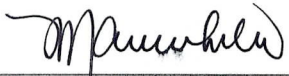
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

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

CONFORME:


MARY JANE LEAH A. ANCHETA
Authorized Representative
IRETC
Doña Toribia Aspiras Road, Agoo, La Union



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

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2022-64

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF MEALS AND SNACKS FOR THE PROVINCIAL ORIENTATION OF DILG-FOs ON LGU CAPDEV AGENDA IN LA UNION

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 **meals and snacks for the Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in La Union** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **Fifty-One Thousand Pesos (P51,000.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **October 4-7, 2022**;

WHEREAS, the BAC scheduled the opening of bids on October 11, 2022, 2:01 PM;

WHEREAS, the BAC floated Request for Quotation to Three (3) prospective suppliers namely: Maritoni Bali Suites, Hotel Ariana, LUELCO IRETC;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only LUELCO IRETC submitted quotation and 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	Remarks
1. Maritoni Bali Suites	x	x	x	x	-	No eligibility requirements submitted
2. Hotel Ariana	/	/	/	x	-	Incomplete eligibility requirements
3. LUELCO IRETC	exempted	exempted	/	/	P43,500.00	SCRB

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

- To declare LUELCO IRETC as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **Forty-three Thousand Five Hundred Pesos (P43,500.00)**;
- To recommend to the HOPE the award of contract to the SCRB.

RESOLVED, to furnish the **Local Government Capability Development Division (LGCCD) and Finance and Administrative Division (FAD)** a copy of this Resolution for its reference and appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, October 11, 2022 via Hybrid Conference.

Certified Correct

[Signature]
MARINE M. DOCULAN
 Head, BAC Secretariat

[Signature]
ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

[Signature]
SHARWYN M. SANGEL
 BAC Member

Attested by:

[Signature]
LILY-ANN Z. VICTORIO
 BAC Member

[Signature]
BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

[Signature]
PEDRO D. GONZALES
 BAC Chairperson

On OB
LESLIE CAROL L. ISIP
 BAC Member

[Signature]
RHEALIZA A. DELOS SANTOS
 BAC Member/ End-User

APPROVED / DISAPPROVED:

[Signature]
AGNES A. DE LEON, CESO V
 OIC -Regional Director/ HOPE

"Matino, Mahusay at Maaasahan"

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 REGIONAL OFFICE 1
 Aguila Rd., Barangay Sevilla, City of San Fernando, La Union

Document Code
FM-QP-DILG-AS-RO-10-06

Rev. No.	Eff. Date	Page
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RFQ NO. 2022-09-252
 ABC: Php 51,000.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
SMALL VALUE PROCUREMENT

AOQ No. 2022-10-004

Date : October 11, 2022
 Time: 2:01 PM

Item	Item/Description	ABC	Qty.	Unit	Maritoni Bali Suites	Hotel Ariana	LUELCO IRETC
1	Meals and Snacks (Breakfast, AM Snack, Lunch, PM Snack & Dinner) Package inclusions: - Usage of Functional Hall for 8 hours - Overflowing coffee and iced tea or juice - Assistance of professional staff - Use of LCD Projector and white screen - Use of basic sound system - Complimentary parking area PR No. 2022-09-340 Date Received: September 29, 2022 PUR: Provincial Orientation of DILG-FOs on LGU CapDev Agenda and Encoding of the CapDev Agenda in the OGDMS on October 18, 2022 in La Union	P51,000.00	30	pax	No eligibility requirements	Incomplete eligibility requirements	P1,450/pax or a total of P43,500.00
	ELIGIBILITY REQUIREMENTS						
	*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.						
	Valid Business/ Mayor's Permit				x	/	exempted
	Latest Income/Business Tax Return/Tax Clearance Certificate				x	/	exempted
	PhilGeeps Reg. Number				x	/	/
	Menu				x	x	/

REMARKS:

Award is hereby recommended to be given to LUELCO IRETC which has the single calculated and responsive bid.

OTHERS:

SHARWYN M. SABEL
 BAC Member

BENJAMIN Z. VICTORIO
 BAC Member
 BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

RHENILDA A. DEVES SANTOS
 BAC Member
 on OB
 LESLIE CAROL L. ISIP
 BAC Member
 PEDRO D. GONZALES
 BAC Chairperson

ATTY. CHESTRES CAVALLAS-DIWIAS
 BAC Member

APPROVED BY:

AGNES DE LEON, CESOV
 OIC-Regional Director