

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 **17th day of March 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 **RD JULIE J. DAQUIOAG, Ph., D., CESO III, Regional Director**, with office and postal address at Aguilá Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the **FIRST PARTY**.

- and-

**CHAR-LEN'S KAINAN** represented herein by **MARC FERDINAND L. VILLAR** with office address at Purok 2, Aguilá Road, Sevilla, City of San Fernando, La Union, herein referred to as the **SECOND PARTY**.

#### WITNESSETH:

**WHEREAS**, the **FIRST PARTY** will conduct a **four (4) day** activity entitled “ **Support to Opcen: Training Course on Public Service Continuity Planning ( PSCP ) on March 28-31, 2022 at DILG RO 1 Training Hall, Aguilá Road, City of San Fernando, La Union.**

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

**NOW, THEREFORE**, for and in consideration of the foregoing premises the parties hereto agree with 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 “ **Support to Opcen: Training Course on Public Service Continuity Planning (PSCP)**” to be held **on March 28-31, 2022 at DILG RO 1 Training Hall, Aguilá Road, City of San Fernando, La Union**, with the contract package of **ONE HUNDRED THOUSAND PESOS ONLY (Php 100,000.00)** 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**, the **FIRST PARTY** shall guaranteed that the minimum number of attendees must be at least 75% of the total number of target participants;

Proposed Schedule	Activity	No. of Days	No. of Participants	Amount
March 28-31, 2022	“ <b>Support to Opcen: Training Course on Public Service Continuity Planning (PSCP)</b> ”	4	25 pax (Breakfast, AM Snack, Lunch, PM Snack & Dinner)	Php 1,000.00/pax for a total of <b>Php 100,000.00</b>

3. THAT, if the total number of participants exceeds the 75% 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.
4. 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.
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 a 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 canceled/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 the signing of both parties concerned.

IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at the City of San Fernando, La Union, Philippines this 17<sup>th</sup> day of March, 2022.

**For the First Party**

  
**JULIE J. DAQUIOAG, Ph., D., CESO III**  
 Regional Director  
 DEPARTMENT OF THE INTERIOR AND  
 LOCAL GOVERNMENT- REGION 1


Witness:

**For the Second Party**

  
**MARC FERDINAND L. VILLAR**  
 Authorized Representative  
 CHAR-LEN'S KAINAN

Witness:

***CERTIFIED FUNDS AVAILABLE:***

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

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

SAN FERNANDO CITY, LA UNION

**MAR 28 2022** BEFORE ME, a Notary Public for and in SAN FERNANDO CITY, LA UNION, Philippines, this \_\_\_\_\_, personally appeared

JULIE J. DAQUIOAG, Ph., D., CESO III

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

MARC FERDINAND L. VILLAR


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

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 consists of **three (3)** pages including this page where this acknowledgment 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. 183  
Page No. 37  
Book No. 73  
Series of 2022

  
**ATTY. ERNESTO V. RAFON Ph. D.**  
**NOTARY PUBLIC UNTIL DECEMBER, 2022**  
**SAN FERNANDO CITY LA UNION**  
**PTR # 6848284: IBP LIFETIME # J0684**  
**2022 TIN # 172170614 / ROLL # 56981**  
**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

March 16, 2022

**MARC FERDINAND L. VILLAR**

Authorized Representative  
Char-len's Kainan  
Purok 2, Aguila Road, Sevilla  
City of San Fernando, La Union


**Dear Mr. Villar:**

We are pleased to inform you that your quotation amounting to **One Hundred Thousand Pesos Only (Php 100,000.00)** for the **Procurement of Meals and Snacks for the Support to Opcen : Training Course on Public Service Continuity Planning (PSCP) on March 28-31, 2022 at DILG RO 1 Training Hall, Aguila Road, City of San Fernando, La Union** has been determined to be the Single Calculated and Responsive Bid (SCRB).

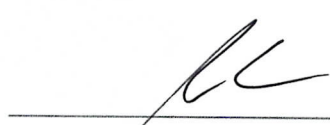
You are hereby required to formally enter into contract with us upon receipt of this Notice.

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

Very truly yours,

  
**JULIE J. DAQUIOAG, Ph.,D., CESO III**  
Regional Director, DILG 1 and  
Head of Procuring Entity

**CONFORME:**

  
**MARC FERDINAND LEONES VILLAR**  
Authorized Representative  
Char-len's Kainan- 1  
Purok 2, Aguila Road, Sevilla  
City of San Fernando, La Union



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## NOTICE TO PROCEED

March 18, 2022

**MARC FERDINAND LEONES VILLAR**

Authorized Representative  
Char-len's Kainan - 1  
Purok 2, Aguila Road, Sevilla  
City of San Fernando, La Union

Dear Mr. Villar:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Snacks for the Support to Opcen: Training Course on Public Service Continuity Planning (PSCP) on March 28-31, 2022 at DILG RO 1 Training Hall, Aguila Road, City of San Fernando, 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,

  
**JULIE J. DAQUIOAG, Ph.D., CESO III**

Regional Director, DILG 1 and  
Head of Procuring Entity

**RECEIVED BY:**

  
**MARC FERDINAND LEONES VILLAR**

Authorized Representative  
Char-len's Kainan- 1  
Purok 2, Aguila Road, Sevilla  
City of San Fernando, 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](http://www.region1.dilg.gov.ph)

**BIDS AND AWARDS COMMITTEE**  
**RESOLUTION NO. 2022-15**

**DECLARING THE SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF MEALS AND SNACKS FOR SUPPORT TO OPCEN - TRAINING COURSE ON PUBLIC SERVICE CONTINUITY PLANNING (PSCP)**

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 Opcen - Training Course on Public Service Continuity Planning** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **One Hundred Thousand Pesos (Php 100,000.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on **March 10-15, 2022**;

WHEREAS, the BAC scheduled the opening of bids on March 15, 2022, 2:01 PM;

WHEREAS, Three (3) Suppliers, Kaiden Fritz, Drew Anne's Canteen, Char-len's Kainan submitted their quotations;

WHEREAS, after thorough review and evaluation by the BAC assisted by the Technical Working Group, only Char-len's Kainan 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
Kaiden Fritz	X	X	X	/	-
Drew Anne's Canteen	X	X	X	/	-
Char-len's Kainan	/	/	/	/	<b>Php100,000.00</b>

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

- To declare **Char-len's Kainan** as the Single Calculated and Responsive Bidder (SCRB) with a quotation of **One Hundred Thousand Pesos (Php100,000,000.00)**;
- To recommend to the HOPE the award of contract to the SCR.B.

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

ADOPTED: DILG Regional Office 1 Conference Room, March 15, 2022 via Hybrid Conference.

Certified Correct

*Mano*  
**MARIFE M. DOCULAN**  
 Head, BAC *Secretary*

*Mano*  
**ATTY CHESTER S. CAYABAS-DIWAS**  
 BAC Member

*S*  
**SHARWYN M. SANGEL**  
 BAC Member

Attested by:

*Ann*  
**LILY-ANN Z. VICTORIO**  
 BAC Member

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

*Pedro*  
**PEDRO D. GONZALES**  
 BAC Chairperson

*Map*  
**LESLIE CAROL L. ISIP**  
 BAC Member

*Rhodora*  
**RHODORA G. SORIANO**  
 BAC Member/ End-User

APPROVED / DISAPPROVED:

*Julie*  
**JULIE J. DAQUIOAG, Ph.D., CESO III**  
 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
00	06.15.21	1 of 1

**RFQ NO. 2022-03-042**  
**ABC: Php 100,000.00**

**ABSTRACT OF QUOTATION/S**

MODE OF PROCUREMENT:  
 SMALL VALUE PROCUREMENT

**AOQ No. 2022-03-02**  
**Date : March 15, 2022**  
**Time: 2:00 PM**

Item	Item/Description	ABC	Qty.	Unit	Char-len's Kainan	Drew Anne's Canteen	Kaiden Fritz
1	Meals and Snacks (Breakfast, AM Snacks, Lunch, PM Snacks, Dinner) (25 pax/day for 4 days)	<b>100,000.00</b>	1		100,000.00	Incomplete eligibility requirements	Incomplete eligibility requirements
	PR No. 2022-__-__ Date Received: _____ PUR: _____						
	<b>ELIGIBILITY REQUIREMENTS</b>						
	*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	X
	Latest Income/Business Tax Return/Tax Clearance Certificate				/	X	X
	PhilGeps Reg. Number				/	X	X
	Menu				/	/	/

**REMARKS:**

Award is hereby recommended to be given to **Char-len's Kainan** which has the lowest calculated and responsive bid.

**OTHERS:**

**SHARWYN M. SANGEL**  
 BAC Member

**LILY ANNE Z. VICTORIO**  
 BAC Member

**LESLIE CAROL I. ISIP**  
 BAC Member

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

**RHODORA G. SORIANO**  
 BAC Member / End-User

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

**PEDRO D. GONZALES**  
 BAC Chairperson

**APPROVED BY:**

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