

CONTRACT OF LEASE

KNOW ALL MEN BY THESE PRESENTS:

This contract is made and entered in the City of Pasig, Metro Manila by and between:

THE CITY OF PASIG, a local government unit duly organized and existing under and by virtue of the laws of the Republic of the Philippines with principal office at City Hall, Caruncho Ave., Barangay San Nicolas, Pasig City, herein represented by **HON. VICTOR MA. REGIS N. SOTTO**, in his capacity as City Mayor, hereinafter referred to as the "LESSEE";

- and -

OAKRIDGE PROPERTIES, INC., a domestic corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office at 25 ADB Ave., San Antonio, Pasig City, herein represented by **JANICE AIRENE Z. TIAMBENG**, Authorized Representative, pursuant to the Secretary Certificate attached hereto as Annex "A" hereof, herein referred to as the "LESSOR";

Each of the LESSEE and the LESSOR may be referred to as a "PARTY" and collectively as "PARTIES".

The parties hereto represent that they possess the capacity and authority to enter into this Contract of Lease.

WITNESSETH:

WHEREAS, the LESSEE has a lease requirement for venue under Purchase Request No. **100-23-02-282** for the **Lease of Venue for the Resource Speakers and Secretariat of Contingency Plan Formulation Workshop** – Pasig City Disaster Risk Reduction and Management Office from 17 April 2023 to 21 April 2023 and 29 May 2023 to 02 June 2023;

WHEREAS, pursuant to Section 53.10 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (Government Procurement Reform Act) and the Consolidated Guidelines for Alternative Methods of Procurement, the LESSEE, through its Bids and Awards Committee ("BAC"), sent Requests for Quotations to at least three (3) potential lessors, and two (2) potential lessors responded;

WHEREAS, on 15 March 2023, the LESSEE, through its BAC, conducted negotiation and evaluation and found the LESSOR's quotation to be responsive;

WHEREAS, the LESSOR thus offered for lease to the LESSEE a venue, accommodations, function room, equipment, and meals in Discovery Suites;

WHEREAS, considering all of the legal requisites, and finding the LESSOR's

CONTRACT NO. 100-23-02-282

quotation to be in order, valid, and responsive, the **LESSOR** was found to have submitted the Lowest Calculated and Responsive Quotation/Proposal in the amount of **Two Hundred Eighty Four Thousand Pesos (Php 284,000.00)**;

WHEREAS, the **LESSEE** accepted the **LESSOR's** offer and awarded the project to the **LESSOR** in accordance with the Implementing Rules and Regulations of Republic Act No. 9184;

NOW, THEREFORE, in view of the foregoing premises and for and in consideration of mutual covenants and undertakings, the parties hereto have agreed as follows:

ARTICLE I SUBJECT OF THE LEASE

This Contract of Lease shall cover all the items found in the Request for Quotation (RFQ) / Terms of Reference (TOR) after the conduct of Negotiation attached to this Contract as Annex "B".

ARTICLE II LEASE PERIOD

The Contract of Lease shall be for the period of 17 April 2023 to 21 April 2023 and 29 May 2023 to 02 June 2023.

ARTICLE III CONTRACT PRICE

In consideration for the lease to be undertaken by the **LESSOR** specified in Article I hereof, the **CITY OF PASIG** shall pay **OAKRIDGE PROPERTIES, INC.** based on the billing statement/statement of account/invoice/billing invoice/others with complete and correct supporting documents/attachments and computations in an amount not to exceed **Two Hundred Eighty Four Thousand Pesos (Php 284,000.00)**.

ARTICLE IV AMENDMENT AND EXCLUSIVITY

1. This Contract of Lease constitutes the entire agreement between the parties hereto and all previous agreements between the parties relative to the Leased Premises and ancillary services therein, are hereby superseded by this Contract of Lease.
2. The relationship of the parties shall be limited to the performance of the terms and conditions of this Contract of Lease. Nothing in this Contract of Lease shall be construed as to create a general partnership, joint venture, or agency between the parties, or to authorize any party to act as a general agent for another, or permit any party to bind the other, or to borrow money on behalf of another party, or to use credit of any party, for any purpose.

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3. The Contract of Lease shall not be deemed amended or otherwise in any manner, unless such amendment or alteration is made in writing and signed by both parties.

ARTICLE V NON-WAIVER

1. The failure or delay on the part of any party to insist upon strict performance of any of the terms, conditions, and covenants hereof, or to exercise any of its rights under this Contract of Lease, shall not be deemed a relinquishment or waiver of the enforcement of any right or remedy that said party may have nor shall it be construed as a waiver of any subsequent breach or default of the terms, conditions, and covenants herein contained, which shall be deemed in full force and effect. No waiver by a party shall be deemed to have been made unless expressed in writing and signed by the said party.

2. Any right or remedy conferred by this Contract of Lease shall not be exclusive of any other right or remedy of each party, whether under this contract or provided by or permitted by law or in equity, but each right or remedy shall be cumulative of every right or remedy available.

ARTICLE VI ADDITIONAL PROVISIONS

1. The parties hereby manifest that they shall first meet, confer and sit down together for the purpose of exploring all avenues and/or possibilities of amicably settling whatever are their differences, disputes and/or controversies that may arise in connection with any of the terms and conditions of this Contract of Lease.

2. In the event that facts and circumstances arise or are discovered which render this Contract of Lease manifestly and grossly disadvantageous to the government, as determined by the **LESSEE**, the parties hereto agree to immediately renegotiate its terms and conditions, or at the option of the **LESSEE**, terminate the same.

3. If the parties fail to amicably settle their difference, disputes, and/or controversies, the parties, waiving for this purpose any other venue, hereby agree that the courts of the City of Pasig shall be the sole and exclusive venue of any and all actions or suits between the parties, to the exclusion of all other courts and venues. This exclusive venue provision shall apply even in cases arising from the declaration of nullity of this Contract of Lease in part or in its entirety and in cases arising after or by reason of the declaration of nullity of this contract, whether in part or in its entirety.

IN WITNESS WHEREOF, the parties hereto set their hands this 16 APR 2023
day of _____, 2023 at Pasig City.

CITY OF PASIG

OAKRIDGE PROPERTIES, INC.

By:

By:


HON. VICTOR MA. REGIS N. SOTTO
City Mayor


JANICE AIRENE Z. TIAMBENG
Authorized Representative

WITNESSES:

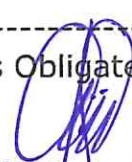
(Printed Name and Signature)

(Printed Name and Signature)

Funds Appropriated:

Funds Obligated:


MS. MARTINELLI A. SANTIAGO
OIC - City Budget Office


MS. JUVY A. CUENCO
City Accountant
100-2023-00-0013-
9940.00

Funds Available:

Recommending Approval:


MS. MARITA A. CALAJE
City Treasurer


BRYANT MERYLL RUIZ Q. WONG
City Gov't Dept. Head II (CDRRMO)

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
City of PASIG CITY) S.S.

BEFORE ME, a Notary Public for and in the City of PASIG CITY, on this day of APR 14 2023, 2023, personally appeared:

Name	Government ID	Issue and Expiry Date
JANICE AIRENE Z. TIAMBENG	<u>DRIVERS LICENSE</u> NOI-10-001094	<u>PHILIPPINES</u> 2024 01 31

known to me to be the same person who executed the foregoing Contract of Lease consisting of five (5) pages, and who acknowledged to me that the same is their own free and voluntary act and deed as well as the free and voluntary act and deed of the entity they duly authorized to represent.

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

Doc. No. 441
Page No. 90
Book No. 83
Series of 2023

Atty. Leticia M. Amon
ATTY. LETICIA M. AMON
 Notary Public
 Pasig, Pateros & San Juan
 Valid Until December 31, 2023
 Roll No. 22188
 PTR AA No. 0112306/01-03-23
 Lifetime IBP Member No. 04286
 Official Receipt No. 574709, IBP Chapter
 MCLE Compliance No. VII-0000050/6-18-2019
 Ground Fl. Armal Centre, U. Velasco, Ave.,
 Malinao, Pasig City,

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Pasig, on this day of APR 14 2023, 2023, personally appeared Victor Ma. Regis N. Sotto, known to me to be the same person who executed the foregoing instrument and who acknowledged to me that the same is his free and voluntary act and deed as well as that of the entity he represents.

This instrument consists of five (5) pages, including this page in which this Acknowledgement is written and duly signed by the Parties.

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

Doc. No. 10
Page No. 7
Book No. 22
Series of 2023

Atty. Carlos C. Arensamis
ATTY. CARLOS C. ARENSAMIS
 Notary Public-Pasig City
 Until December 31, 2023
 ROLL NO. 43288
 IBP LIFETIME NO. 08352
 PTR NO. 9004628
 APPOINTMENT NO. 25 (2022-2023)
 MCLE COMPLIANCE NO. VI-0030466
 TIN NO. 127-509-331-00000


PROCUREMENT MANAGEMENT OFFICE
REQUEST FOR QUOTATION/INVITATION FOR NEGOTIATION

Date	: 10 March 2023
Project Title	: Lease of Venue for the Resource Speakers and Secretariat of Contingency Plan Formulation Workshop – Pasig City Disaster Risk Reduction and Management Office
Mode of Procurement	: Negotiated Procurement (Lease of Real Property or Venue)
RFQ No.	: 100-23-02-282
Approved Budget for the Contract	: Four Hundred Thousand Pesos (Php 400,000.00)
Deadline and Place for the Submission of Quotation	: Please submit the accomplished Quotation and required documents not later than <u>15 March 2023, 1:45 PM</u> at the Bids and Awards Committee (BAC) through the Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City. You may enclose all the documents in an envelope duly marked with the following details: 1. Title and reference number of the project (Purchase Request No.); and 2. Name, address and contact details (telephone/cellphone number and email address) of the bidder.
Date, Time and Place of the Negotiation	: 15 March 2023, 2:00 PM, 7 th Floor, Meeting Room, Pasig City Hall
TERMS	: The lease contract shall commence from 17 April 2023 to 21 April 2023 and 29 May 2023 to 02 June 2023.
NOTES	: 1. Lessor shall submit their offer/quotation through their duly authorized representatives 2. Quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected. 3. The prices quoted are to be paid in Philippine Currency. 4. All prices quoted are subject to all Philippine Tax Statutes. 5. Award of contract shall be made to the lowest quotation which complies with the technical specifications and other terms and conditions stated herein. 6. The City Government of Pasig shall have the right to inspect and/or to test the real property to confirm their conformity to the technical specifications.

Sir/Madame:

In accordance with the Technical Specifications, Scope of Work and General Conditions for the aforementioned project stated herewith, kindly fill up and submit your lowest proposal.

For any inquiries or clarifications, please contact the Procurement Management Office (BAC Secretariat Office) at (02) 8643-1111 local 1461 or 1462 or through email bidsandawards@pasigcity.gov.ph

Thank you.


ATTY. PONCE MIGUEL D. LOPEZ
 Officer in Charge, Procurement Management Office

Description of Service Requirement	Offered Technical Proposal Please fill in with either: "Comply" or "Not Comply"																																				
Lease of Venue for the Resource Speakers and Secretariat of Contingency Plan Formulation Workshop – Pasig City Disaster Risk Reduction and Management Office under PR No. 100-23-02-282																																					
TECHNICAL SPECIFICATIONS/SCOPE OF WORK																																					
<p>Batch 01: 17 April 2023 – 21 April 2023 Check In: 17 April 2023, 2:00PM (Monday) Check Out: 21 April 2023, 12:00NN (Friday)</p> <p>Batch 02: 29 May 2023 – 02 June 2023 Check In: 29 May 2023, 2:00PM (Monday) Check Out: 02 June 2023, 2:00NN (Friday)</p> <p>Location/Desired Venue: Outside Pasig City Hall within Metro Manila</p>																																					
<p>17 April 2023 to 21 April 2023 and 29 May 2023 to 02 June 2023</p> <p>Number of Days: 5 days per batch</p> <p>Type of Accommodation: Live-in for 10 pax</p>																																					
<p>Board and Lodging (Full Board)</p> <ul style="list-style-type: none"> ➤ Twin Sharing accommodation for resource speaker and secretariat ➤ Twin sharing rooms, sanitized beddings, rooms and restrooms ➤ Air-conditioned ➤ 24 hours hot and cold shower 																																					
<p>Meals Requirements</p> <table border="1" data-bbox="211 1733 990 2271"> <thead> <tr> <th></th> <th>BREAKFAST</th> <th>AM SNACK</th> <th>LUNCH</th> <th>PM SNACK</th> <th>DINNER</th> </tr> </thead> <tbody> <tr> <td>Day 1, 10 pax</td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Day 2, 10 pax</td> <td style="text-align: center;">✓</td> <td></td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Day 3, 10 pax</td> <td style="text-align: center;">✓</td> <td></td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Day 4, 10 pax</td> <td style="text-align: center;">✓</td> <td></td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Day 5, 10 pax</td> <td style="text-align: center;">✓</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Breakfast: Breakfast Buffet • Dinner: Dinner Buffet 		BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER	Day 1, 10 pax					✓	Day 2, 10 pax	✓				✓	Day 3, 10 pax	✓				✓	Day 4, 10 pax	✓				✓	Day 5, 10 pax	✓					
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Day 4, 10 pax	✓				✓																																
Day 5, 10 pax	✓																																				
Other Requirements:																																					

<ul style="list-style-type: none"> • With 24-hour security, front-desk and housekeeping service • Unlimited internet connection 	
FINANCIAL PROPOSAL	
Name of Project	Grand Total Cost for the Lease of Venue
Lease of Venue for the Resource Speakers and Secretariat of Contingency Plan Formulation Workshop – Pasig City Disaster Risk Reduction and Management Office under PR No. 100-23-02-282	Php _____ (Amount in Figures)
	_____ _____ _____
	(Amount in words of Grand Total Cost)

Additional Requirements:

Together with your proposal/quotation, kindly submit the following documents:

1. Mayor's/Business Permit (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract).
2. Income Tax Return - (i) Annual ITR for the immediately preceding year; or (ii) latest submitted Quarterly ITRs together with latest available Annual ITR (If Annual ITR for the immediately preceding year is not yet available).
3. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or a valid PhilGEPS Registration Certificate;
4. Accomplished and notarized Omnibus Sworn Statement. - ([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
5. Original or Certified True Copy of Proof of Authorization i.e. duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture or a Special Power of Attorney, in case of Sole Proprietorship.

BIDDER'S COMMITMENT:

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of procurement and evaluation set up by the Bids and Awards Committee (BAC), to the provisions of the draft Contract of Lease and to the rules and regulations of the City Government of Pasig.

We understand that City Government of Pasig is not bound to accept the lowest or any bid it may receive.

Conforme:

Signature over printed Name

Position

Duly authorized to sign quotation/offer for and on behalf
of _____ *(Please indicate name of
company)*



TERMS OF REFERENCE

A. PROCUREMENT TITLE

2 batches 5 day Contingency Plan Formulation Workshop

Target Dates:

Batch 01 April 17-21, 2023

Batch 02 May 29-June 2, 2023

B. LOCATION/ DESIRED VENUE

Outside Pasig City Hall within Metro Manila

C. TYPE OF ACCOMODATION

Twin sharing accommodation for Resource Speakers and Secretariat

I. Board and Lodging

- Twin sharing rooms, Sanitized beddings, rooms and restroom
- Air-conditioned
- 24 hours hot and cold shower
- Arrival
 - Batch 01
 - Day 1: April 17, 2022 (Monday) at 02:00pm for 10 persons
 - Check-out
 - Day 5: April 21 (Friday) at 12 noon for 10 persons
 - Batch 02
 - Day 1: May 29, 2022 (Monday) at 02:00pm for 10 persons
 - Check-out
 - Day 5: June 2 (Friday) at 12 noon for 10 persons

II. Meal


	Breakfast	AM Snack	Lunch	PM Snack	Dinner
Day 1, 10 pax					✓
Day 2, 10 pax	✓				✓
Day 3, 10 pax	✓				✓
Day 4, 10 pax	✓				✓
Day 5, 10 pax	✓				

- Breakfast: Breakfast buffet
- Dinner: Dinner buffet

IV. Other

- With available free parking enough for the participants
- With 24 hour security, front desk and housekeeping services.
- Unlimited internet connection

Prepared by:


BRYANT MERYLL RUIZ Q. WONG, RN, EMT, MPM
 City Government Department Head II