

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 -

MILLENNIUM PROPERTIES AND BROKERAGE INCORPORATED, a domestic corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office at Amber Ave. Cor. Lukban, San Antonio, Pasig City, herein represented by **CHRISTIAN JOSEPH M. BERNARDO**, 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. **100-23-05-795** for the **Lease of Venue for the Leadership Training – Peace and Order Department** from 16 June 2023 to 17 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 02 June 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 **Millennium Properties and Brokerage Incorporated – Astoria Plaza**;

CONTRACT NO. 100-23-05-795

WHEREAS, considering all of the legal requisites, and finding the **LESSOR's** 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 **Three Hundred Eighty Thousand Pesos (Php 380,000.00)**;

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 16 June 2023 to 17 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 **MILLENNIUM PROPERTIES AND BROKERAGE INCORPORATED** 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 **Three Hundred Eighty Thousand Pesos (Php 380,000.00)**.

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

CONTRACT NO. 100-23-05-795

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.

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 15 JUN 2023
day of _____, 2023 at Pasig City.

CITY OF PASIG

**MILLENNIUM PROPERTIES AND
BROKERAGE INCORPORATED**

By:

By:


HON. VICTOR MA. REGIS N. SOTTO
City Mayor


CHRISTIAN JOSEPH M. BERNARDO
Authorized Representative

WITNESSES:

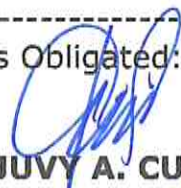
(Printed Name and Signature)

(Printed Name and Signature)

Funds Appropriated:

Funds Obligated:


MS. MARTINELLI A. SANTIAGO
OIC - City Budget Office


MS. JUVY A. CUENCO
City Accountant
100-2023-05-0164-1013

Funds Available:

Recommending Approval:


MS. MARITA A. CALAJE
City Treasurer


P./COL. RODRIGO M. DE DIOS
City Government Dep't Head II

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
City of QUEZONCITY) S.S.

BEFORE ME, a Notary Public for and in the City of QUEZONCITY, on this day of JUN 15 2023, 2023, personally appeared:

Name	Government ID	Issue and Expiry Date
CHRISTIAN JOSEPH M. BERNARDO	DRIVER'S LICENSE D16-99-213546	9/19/2023

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. 17
Page No. 07
Book No. XLVIII
Series of 2023

ATTY. ELISEO S. CALMA, JR.
Notary Public for Q.C. / Until Dec. 31, 2024
Roll No. 50183
PTR No. 400717210/Jan. 03, 2023/Q.C.
IBP No. 257226, Jan. 01, 2023
MCLE Comp. No. VI-000632409/21/2021-04/14/2025)
Adm. Matter No. NP-052/2022-2023)
20 Kamagoug St., Sapamanai Vill. East Fairview Q.C.
TIN: 138-541-197-000

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Pasig, on this day of JUN 15 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. 41
Page No. 16
Book No. 26
Series of 2023

ATTY. CARLOS C. ADESAMIS
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

CONTRACT NO. 100-23-05-795



REQUEST FOR QUOTATION/INVITATION FOR NEGOTIATION

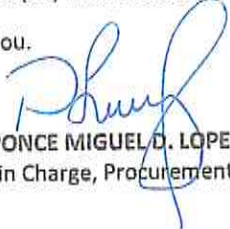
Date	31 May 2023
Project Title	Lease of Venue for the Leadership Training – Peace and Order Department
Mode of Procurement	Negotiated Procurement (Lease of Real Property or Venue)
RFQ No.	100-23-05-795
Approved Budget for the Contract	Four Hundred Twenty Thousand Pesos (Php 420,000.00)
Deadline and Place for the Submission of Quotation	Please submit the accomplished Quotation and required documents not later than <u>02 June 2023, 1:45 PM</u> at the Bids and Awards Committee (BAC) through the Procurement Management Office (BAC Secretariat Office), <u>4th Floor</u> , 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	02 June 2023, 2:00 PM, 7 th Floor, Meeting Room, Pasig City Hall
TERMS	The lease contract shall commence from 16 June 2023 to 17 June 2023 .
NOTES	<ol style="list-style-type: none">1. Lessor shall submit their offer/quotation through their duly authorized representatives2. 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.7. The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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 Leadership Training - Peace and Order Department under PR No. 100-22-05-795																			
TECHNICAL SPECIFICATIONS/SCOPE OF WORK																			
Live-In Workshop Arrival: 16 June 2023, 7:00 AM Check Out: 17 June 2023, 4:00 PM Number of Days: 2 days 1 night Desired venue and/or function: within Metro Manila - Ortigas, Pasig City																			
Type of Accommodation: Board and Lodging (Full Board) <ul style="list-style-type: none"> • Single Room Occupancy 																			
Function Room Requirements <ul style="list-style-type: none"> • Can accommodate 50 pax, flexible for group activities/Workshops • Well lighted and well ventilated • Availability of audio-visual equipment with stand-by assistant: <ul style="list-style-type: none"> ✓ Use of LCD projector and wide screen ✓ Use of whiteboard with whiteboard pen & eraser ✓ Complete Set of sound system/microphone ✓ Use of extension cords • Free access to internet / WIFI with designated WIFI Area • Use of venue for at least 10 hours • Function room set-up • Two entrance table for registration 																			
Meals Requirements: First Meal: 16 June 2023, AM Snack Last Meal: 17 June 2023, PM Snack <table border="1" data-bbox="396 1516 857 1876" style="margin: 10px auto;"> <thead> <tr> <th>MEALS</th> <th>Day 1</th> <th>Day 2</th> </tr> </thead> <tbody> <tr> <td>Breakfast</td> <td></td> <td>✓</td> </tr> <tr> <td>AM Snacks</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Buffet Lunch</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>PM Snacks</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Buffet Dinner</td> <td>✓</td> <td></td> </tr> </tbody> </table> <ul style="list-style-type: none"> • For lunch and dinner: 2 main dish (choice of meat: chicken, pork or fish, beef or vegetables), soup, rice, dessert, drinks • AM and PM Snacks: sandwich with drinks • Free flowing coffee and/or tea 	MEALS	Day 1	Day 2	Breakfast		✓	AM Snacks	✓	✓	Buffet Lunch	✓	✓	PM Snacks	✓	✓	Buffet Dinner	✓		
MEALS	Day 1	Day 2																	
Breakfast		✓																	
AM Snacks	✓	✓																	
Buffet Lunch	✓	✓																	
PM Snacks	✓	✓																	
Buffet Dinner	✓																		
Other Requirements:																			

<ul style="list-style-type: none"> • Maintaining cleanliness function hall, restrooms, sleeping quarters, hallway, coffee/tea area and dining area • Provision for backdrop for the activity • With appropriate parking area for at least 5 vehicles • With 24-hour security, front-desk and housekeeping services • Compliant to equal employment opportunity policy (EEO) <ul style="list-style-type: none"> • Easy access of comfort room • With ramp • First aid kits available when needed <p>With a passing rating of at least 83.25% in market analysis</p>	
FINANCIAL PROPOSAL	
Name of Project	Grand Total Cost for the Lease of Venue
Lease of Venue for the Leadership Training - Peace and Order Department under PR No. 100-22-05-795	<p>PhP _____</p> <p>(Amount in Figures)</p> <hr/> <hr/> <hr/> <p>(Amount in words of Grand Total Cost)</p>

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). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
2. Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

- Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
- Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.

3. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or PhilGEPS Platinum Certificate of Registration and Membership;

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. 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), and to the Implementing Rules and Regulations of the Republic Act No. 9184. We further certify that we have read and agree to the Terms of Reference, if any, attached in the Request for Quotation.

We understand that the 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
Technical Specifications

Lease of Venue for the conduct of the Year - Leadership Training 2023
P.R No.: 100-23-05-795

DATE OF ACTIVITY	Estimated Number of Pax's	Number of Days	Unit Cost	Budget Estimates
June 16-17, 2023	50 pax	2 days 1 night	8,400	420,000.00

- I. **Number of Days: 2 days 1 night**
 II. **Desired Venue and/or Function: Within Metro Manila-Ortigas, Pasig City**
 III. **Type of Accommodation:**

- **Board and Lodging (Full Board)**
- Single Room Occupancy

Day 01

- *AM Snack
- *Buffet Lunch.
- *PM Snack
- *Buffet Dinner

Day 02

- *Breakfast
- *Buffet Lunch
- *PM Snack

- Arrival : 7:00 am (June 16, 2023)
- Checkout time : 4:00 pm (June 17, 2023)

• Can accommodate 50 pax, flexible for group activities/workshops
• Well-lighted and well-ventilated
• Availability of audio-visual equipment with stand by assistant: Use of LCD projector with screen Complete set of sound system/microphone Use of whiteboard with whiteboard pen and eraser Use of extension cords
• Free access to internet/WIFI with designated WIFI area
• Use of venue for at least 10 hours
• Function room set-up
• Two entrance table for registration

Meals Requirements:

First Meal: June 16, 2023-*PM SNACK*
 June 17, 2023-BREAKFAST

Last Meal: June 16, 2023-DINNER
 June 17, 2023-PM SNACK

MEALS	DAY 1	DAY 2
BREAKFAST		✓
AM SNACK	✓	✓
LUNCH	✓	✓
PM SNACK	✓	✓
DINNER	✓	






- For lunch and dinner: 2 main dish (choice of meat: chicken, pork, fish, beef or vegetables) rice, soup, dessert and drinks
- AM and PM snacks: sandwich with drinks
- Free flowing iced tea/coffee

Other requirement/s:

- Maintaining cleanliness of function hall, restrooms, sleeping quarters, hallways, coffee/tea, and dining area
- Provision for backdrop for the activity
- With appropriate parking area for 5 vehicles
- With 24-hour security, front desk and housekeeping services
- Compliant to equal employment opportunity policy (EEOP)
 - Easy access of comfort room
 - With ramp
 - First aid kits available when needed
- With a passing rating of at least 83.25% in market analysis.


Plt. Col. RODRIGO M. DE DIOS (Ret.)
City Government Department Head II
Peace and Order Department