

## 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 -

**NORTH EASTERN COMMERCIAL CORP.**, a domestic corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office at Ayala Mall the 30<sup>th</sup>, Meralco Ave., Ugong, Pasig City, herein represented by **KEVIN THOMAS U. SISON**, **Authorized Representative**, pursuant to the Special Power of Attorney 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. **100-23-06-1406** for the **Lease of Venue for the 450<sup>th</sup> Araw ng Pasig's Mega Trade, Job and Cooperative Fair – Pasig City Local Economic Development and Investment Office** from 18 July 2023 to 23 July 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 (1) potential lessor responded;

**WHEREAS**, on 05 July 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 under North Eastern Commercial Corp.;

**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 **Eight Hundred Eighty One Thousand Three Hundred Four Pesos (Php 881,304.00)**;

**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 18 July 2023 to 23 July 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 **NORTH EASTERN COMMERCIAL CORP.** 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 **Eight Hundred Eighty One Thousand Three Hundred Four Pesos (Php 881,304.00)**.

### **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.

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 ~~11 JUL 2023~~ day of \_\_\_\_\_, 2023 at Pasig City.

**CITY OF PASIG**

**NORTH EASTERN COMMERCIAL CORP.**

By:

By:

**HON. VICTOR MA. REGIS N. SOTTO**  
City Mayor

*Kevin Thomas U. Sison*  
**KEVIN THOMAS U. SISON**  
Authorized Representative

**WITNESSES:**

(Printed Name and Signature)

(Printed Name and Signature)

-----  
Funds Appropriated:

Funds Obligated:

*Martinelli A. Santiago*  
**MS. MARTINELLI A. SANTIAGO**  
OIC - City Budget Office

*Juvy A. Cuenco*  
**MS. JUVY A. CUENCO**  
City Accountant @  
100-0029-06-0030-101

Funds Available:

Recommending Approval:

*Marita A. Calaje*  
**MS. MARITA A. CALAJE**  
City Treasurer

*Diego Luis S. Santiago*  
**ATTY. DIEGO LUIS S. SANTIAGO**  
OIC - PCLEDIO

**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 JUL 11 2023, 2023, personally appeared:

Name	Government ID	Issue and Expiry Date
<b>KEVIN THOMAS U. SISON</b>	<u>N04-14-016932</u>	<u>2024-10-01</u>

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. 218  
Page No. 44  
Book No. 28  
Series of 2023

**ATTY. CARLOS C. ABESAMIS**  
Notary Public-Pasig City  
Until December 31, 2023  
ROLL NO. 43288  
IBP LIFETIME NO. 08352  
PTR NO. 9004628  
APPOINTMENT NO. 25 (2022-2023)  
MCLE NO. VII-0030173  
TIN NO. 127-509-331-00000

**ACKNOWLEDGMENT**

BEFORE ME, a Notary Public for and in the City of Pasig, on this day of JUL 13 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. 278  
Page No. 49  
Book No. 28  
Series of 2023

**ATTY. CARLOS C. ABESAMIS**  
Notary Public-Pasig City  
Until December 31, 2023  
ROLL NO. 43288  
IBP LIFETIME NO. 08352  
PTR NO. 9004628  
APPOINTMENT NO. 25 (2022-2023)  
MCLE NO. VII-0030173  
TIN NO. 127-509-331-00000



**NORTH EASTERN COMMERCIAL CORP.**

**SPECIAL POWER OF ATTORNEY**

NORTH EASTERN COMMERCIAL CORP., a corporation duly organized and existing under the laws of the Republic of the Philippines with principal office address at 28<sup>th</sup> Floor, Tower One and Exchange Plaza, Ayala Triangle, Ayala Avenue, Makati City (the "Corporation"), represented herein by its duly authorized Attorneys-in-Fact, **Annbrigitte-Evangeline M. Guilas and Jacklyn Kate D. Yap**, as evidenced by the Secretary's Certificate attached hereto as Annex A, hereby names, constitutes and appoints MR. KEVIN THOMAS U. SISON as the true and lawful Attorney-in-Fact of the Corporation and in its name, place and stead, to transact and appear in the invitation for negotiation with procurement of Pasig City Local Economic Development and Investment Office.

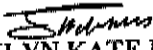
HEREBY GIVING AND GRANTING unto the said Attorney-in-Fact full power and authority to do and perform all and every act requisite or necessary to carry into effect the foregoing authority as fully to all intents and purposes as the Corporation might or could lawfully do if personally present, hereby ratifying and confirming all that said Attorney-in-Fact shall lawfully do or cause to be done by virtue of this appointment.

IN WITNESS WHEREOF, this instrument has been signed on JUL 05 2023 in Pasig City.

**NORTH EASTERN COMMERCIAL CORP.**

By:

  
**ANNBRIGITTE-EVANGELINE M. GUILAS**  
*Attorney-in-Fact*

  
**JACKLYN KATE D. YAP**  
*Attorney-in-Fact*

REPUBLIC OF THE PHILIPPINES)  
MAKATI CITY, METRO MANILA) SS.

**ACKNOWLEDGMENT**

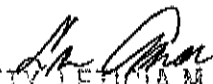
I certify that on this date JUL 05 2023 before me, a Notary Public duly authorized in the city named above to take acknowledgments, personally appeared:

<u>Name</u>	<u>Competent Evidence of Identity</u>	<u>Date/ Place of issue</u>
Annbrigitte-Evangeline M. Guilas	N02-14-021589	
Jacklyn Kate D. Yap	Philhealth 03-051013268-4	

who was identified by me through competent evidence of identity to be the same persons described in this Special Power of Attorney, who acknowledged before me that their signatures on the instrument were voluntarily affixed by them for the purposes stated therein, and who declared to me that they have executed the instrument as their free and voluntary act and deed, as well as the free and voluntary act and deed of the corporation they represent.

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

Doc. No. 10  
Page No. 19  
Book No. 106  
Series of 2023.

  
**ATTY. LETICIA M. AMON**  
Notary Public  
Pasig, Pateros & San Juan  
Valid Until December 31, 2023  
Roll No. 22138  
PTR AA No. 0112306/01-03-23  
Lifetime IBP Member No. 04286

**REPUBLIC OF THE PHILIPPINES**  
 DEPARTMENT OF TRANSPORTATION  
 LAND TRANSPORTATION OFFICE  
**DRIVER'S LICENSE**





Last Name, First Name, Middle Name  
**GUILAS, ANNBRIGITTE EVANGELINE MAGPANTAY**

<small>Nationality</small>	<small>Sex</small>	<small>Date of Birth</small>	<small>Weight (kg)</small>	<small>Height (m)</small>
PHL	P	1977/05/12	48	1.52

Address  
**16 IVAN ST KINGSVILLE SUBD ANTIPOLLO CITY**

<small>License No</small>	<small>Expiration Date</small>	<small>Agency Code</small>
<b>N02-14-021589</b>	<b>2032/08/12</b>	<b>N35</b>

<small>Blood Type</small>	<small>Eye Color</small>
<b>O+</b>	<b>BROWN</b>

<small>DL Codes</small>	<small>Conditions</small>
<b>B, B1, B2</b>	<b>1</b>

  
Signature of Licensee

  
EDGAR C. GALVANTE  
 Assistant Secretary



**REPUBLIC OF THE PHILIPPINES**  
 Philippine Health Insurance Corporation







**03-051013268-4**  
**YAP, JACKLYN KATE DESALES**  
 JANUARY 09, 1991 - FEMALE  
 13 DEL RIO TOWNHOMES EAST BANK ROAD SANTA  
 LUCIA PASIG CITY, SECOND DISTRICT - 1600


  
Signature



**REPUBLIC OF THE PHILIPPINES**  
**DEPARTMENT OF TRANSPORTATION**  
**LAND TRANSPORTATION OFFICE**

**NON-PROFESSIONAL DRIVER'S LICENSE**



*Kevin Umali*  
Signature of Licensee

Last Name, First Name, Middle Name  
**SISON, KEVIN THOMAS UMALI**

<small>Nationality</small>	<small>Sex</small>	<small>Date of Birth</small>	<small>Weight (kg)</small>	<small>Height (m)</small>
PHL	M	1992/10/01	99	1.70

Address

184 N DOMINGO ST CUBAO KAUNLARAN QUEZON CITY

<small>License No.</small>	<small>Expiration Date</small>	<small>Agency Code</small>
N04-14-016932	2024/10/01	N34

<small>Blood Type</small>	<small>Eye Color</small>
A+	BLACK

<small>Restrictions</small>	<small>Conditions</small>
1,2	NONE

*Edgar C. Galvanie*  
EDGAR C. GALVANIE  
ASSISTANT SUPERVISOR



REPUBLIC OF THE PHILIPPINES)  
 MAKATI CITY ) S.S.

**SECRETARY'S CERTIFICATE**

I, **NIMFA AMBROSIA L. PEREZ-PARAS**, being the duly elected and incumbent Corporate Secretary of **NORTH EASTERN COMMERCIAL CORP.** (the "Corporation"), a corporation duly organized and existing under the laws of the Republic of the Philippines with principal office address at 28<sup>th</sup> Floor, Tower One and Exchange Plaza, Ayala Triangle, Ayala Avenue, Makati City, do hereby certify that at the organizational meeting of the Board of Directors held on 20 December 2021, at which meeting a quorum was present and acting throughout, the Board of Directors approved the following resolution:

*Updating of List of Attorneys-in-Fact for Mall Operations*

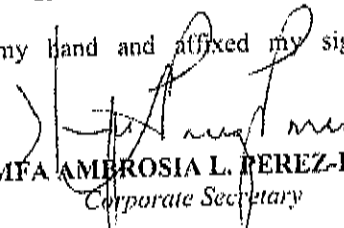
**RESOLVED**, to appoint and designate any two (2) of the following Attorneys-in-Fact, acting jointly, to sign, execute and deliver the lease contracts for mall spaces, contracts with third party service providers, marketing contracts, sponsorship agreements, events agreements, non-disclosure agreements, and other agreements relating to the day to day operations of the malls:

Eunice Marie Acejo  
 Remedios R. Aganon  
 Dennis Alejandro  
 Ma. Kristine R. Anselmo  
 Liza K. Aragon  
 Ma. Veronica Arcenas  
 Nomel V. Asuncion  
 Maria Cristina K. Baltazar  
 Charmaine N. Bauzon  
 Augusto D. Bengzon  
 Cheryl Grace A. De Guzman  
 Pivi Ann V. Diaz  
 Trisha Angela N. Dungea  
 Elaine Marie F. Alzona  
 Ma. Paz T. Aguinaldo

Bernard Vincent O. Dy  
 Raquel S. Gamboa  
 Melyn Catherine A. Garcia  
 Karenina N. Guerrero  
 Roann F. Honolan-Batoon  
 Jose Emmanuel H. Jalandoni  
 Jose Ramon E. Katipunan  
 Renec Rose T. Layug  
 Delwin Luke L. Lee  
 Hilarian I. Licaros  
 Roberto Jose J. Lotho  
 Arlene G. Negro  
 Jacklyn Kate C. Desales  
 Christopher B. Maglanoc  
 Ma. Luisa D. Chiong  
 Ma. Theresa P. Garcia  
 Michael F. Magpusao

Nimfa R. Olarte  
 Angelinc E. Ozaeta  
 Aunbrigitte-Evangeline M. Guilas  
 Aileen Q. Pescador  
 Rafael A. Quiambao  
 Marc C. Quines  
 Joseph F. Reyes  
 Gabriel Luis T. Sioson  
 Lea M. Tolentino  
 Maria Clavel G. Tongco  
 Anthony C. Valencia  
 Ingrid Marie Manzano  
 Anne Nayve Palpal-Latoc  
 Jose Rodrigo Lozano  
 Jennie Vee Chua

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this FEB 18 2022 at Makati City.

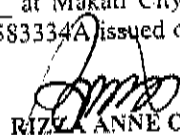
  
**NIMFA AMBROSIA L. PEREZ-PARAS**  
 Corporate Secretary

**SUBSCRIBED AND SWORN** to before me this FEB 18 2022 at Makati City, the affiant exhibited to me, as competent evidence of identity, ~~his~~ <sup>her</sup> passport No. P9583334A issued on 16 November 2018 by the Department of Foreign Affairs in Manila, Philippines.

Doc. No. 422 ;  
 Page No. 84 ;  
 Book No. XIII ;  
 Series of 2022.

Notarial DST pursuant to  
 Sec. 188 of the Tax Code  
 affixed on Notary Public's copy.



  
**RIZZA ANNE O. SY**  
 Notary Public - Makati City  
 Appt. No. M-150 until December 31, 2022  
 Roll of Attorneys No. 64676  
 Lifetime IBP No. 018509 - 01/04/18 - Bulacan  
 PTR No. 8852361MJ - 01/03/2022 - Makati City  
 MCL.E Compliance No. VI - 0009493 - 06/20/2018  
 4<sup>th</sup> Floor Tower One and Exchange Plaza  
 Ayala Triangle, Ayala Avenue  
 Makati City, Philippines



**PASIG**

**PROCUREMENT MANAGEMENT OFFICE**

**ANNEX " B "**

**REQUEST FOR QUOTATION/INVITATION FOR NEGOTIATION**


<b>Date</b>	04 July 2023
<b>Project Title</b>	Lease of Venue for the 450 <sup>th</sup> Araw ng Pasig's Mega Trade, Job and Cooperative Fair – Pasig City Local Economic Development and Investment Office
<b>Mode of Procurement</b>	Negotiated Procurement (Lease of Real Property or Venue)
<b>RFQ No.</b>	100-23-06-1406
<b>Approved Budget for the Contract</b>	Nine Hundred Fifty Thousand Pesos (Php 950,000.00)
<b>Deadline and Place for the Submission of Quotation</b>	Please submit the accomplished Quotation and required documents not later than <b>05 July 2023, 1:45 PM</b> at the Bids and Awards Committee (BAC) through the Procurement Management Office (BAC Secretariat Office), <b>4<sup>th</sup> Floor, Pasig City Hall, San Nicolas, Pasig City.</b>  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.
<b>Date, Time and Place of the Negotiation</b>	<b>05 July 2023, 2:00 PM, 7<sup>th</sup> Floor, Meeting Room, Pasig City Hall</b>
<b>TERMS</b>	The lease contract shall commence from <b>18 July 2023 to 23 July 2023</b>
<b>NOTES</b>	<ol style="list-style-type: none"><li>1. Lessor shall submit their offer/quotation through their duly authorized representatives</li><li>2. Quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li><li>3. The prices quoted are to be paid in Philippine Currency.</li><li>4. All prices quoted are subject to all Philippine Tax Statutes.</li><li>5. Award of contract shall be made to the lowest quotation which complies with the technical specifications and other terms and conditions stated herein.</li><li>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.</li><li>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.</li></ol>

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](mailto:bidsandawards@pasigcity.gov.ph)

Thank you.

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



<p style="text-align: center;"><b>Description of Service Requirement</b></p>	<p style="text-align: center;"><b>Offered Technical Proposal</b></p> <p style="text-align: center;">Please fill in with either: "Comply" or "Not Comply"</p>																				
<p style="text-align: center;">Lease of Venue for the 450<sup>th</sup> Araw ng Pasig's Mega Trade, Job and Cooperative Fair under PR No. 100-23-06-1406</p>																					
<p style="text-align: center;"><b>TECHNICAL SPECIFICATIONS/SCOPE OF WORK</b></p>																					
<p><b>Duration/Methodology:</b></p> <p>The Pasig City's 450<sup>th</sup> Celebration Trade Fair will be conducted on July 18-23, 2023, From 10:00 AM to 9:00 PM at the Ortigas Center, Pasig City</p>																					
<p><b>Scope of Work and Deliverables:</b></p> <table border="1" data-bbox="284 747 998 1357"> <thead> <tr> <th></th> <th>Venue</th> <th>Dates</th> <th>Tables</th> <th>Chairs</th> </tr> </thead> <tbody> <tr> <td>Job fair</td> <td>Can accommodate fifty (50) private companies and seven (7) national government agencies and at least one hundred (100) job applicants for three (3) days</td> <td>July 18-20, 2023</td> <td>70</td> <td>250</td> </tr> <tr> <td>Trade fair</td> <td>Can accommodate thirty (30) MSMEs/Merchants and foot traffic of fifty (50) buyers per hour</td> <td>July 18-23, 2023</td> <td>40</td> <td>80</td> </tr> <tr> <td>Cooperative fair</td> <td>Can accommodate fifteen (15) cooperatives and foot traffic of twenty-five (25) per hour</td> <td>July 18-23, 2023</td> <td>15</td> <td>30</td> </tr> </tbody> </table>			Venue	Dates	Tables	Chairs	Job fair	Can accommodate fifty (50) private companies and seven (7) national government agencies and at least one hundred (100) job applicants for three (3) days	July 18-20, 2023	70	250	Trade fair	Can accommodate thirty (30) MSMEs/Merchants and foot traffic of fifty (50) buyers per hour	July 18-23, 2023	40	80	Cooperative fair	Can accommodate fifteen (15) cooperatives and foot traffic of twenty-five (25) per hour	July 18-23, 2023	15	30
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Cooperative fair	Can accommodate fifteen (15) cooperatives and foot traffic of twenty-five (25) per hour	July 18-23, 2023	15	30																	
<p><b>Other Requirements:</b></p> <p><u>Events Place</u></p> <ul style="list-style-type: none"> <li>• At least 760 sq. meters <ul style="list-style-type: none"> <li>- or at least: <ul style="list-style-type: none"> <li>➤ 100 m<sup>2</sup> for Trade Fair</li> <li>➤ 460 m<sup>2</sup> for Job Fair</li> <li>➤ 100 m<sup>2</sup> for Cooperative Fair</li> <li>➤ 100 m<sup>2</sup> for Executive Lounge for VIP holding area and opening cocktails</li> </ul> </li> </ul> </li> </ul> <p><u>Stage for the Launching Event</u></p> <ul style="list-style-type: none"> <li>• Size - 3ft x 8 ft x 12 ft metal stage stand with wood floor</li> <li>• Collapsible with black curtain on the sides</li> <li>• Stairs on both sides</li> <li>• With the following inclusions: <ul style="list-style-type: none"> <li>○ Acrylic Podium - (26.8" x 47.0" x 14.8")</li> <li>○ Chairs - 10 monobloc chairs with black chair cover</li> </ul> </li> </ul> <p><u>Backdrop with Tarpaulin</u></p> <ul style="list-style-type: none"> <li>• Material: Metal Frame</li> <li>• Size - 8ft X 12ft</li> </ul>																					

**Ribbon Cutting Flowers (2 pieces)**

- Standing arrangement of elegant mixed flowers (Sunflower, Roses etc) 7ft in height. 10 scissors with blue, red and yellow ribbons on the thumb fingerhole
  - Ribbon Color: Blue, Red and Yellow
  - Flowers Color Scheme: Blue, Red and Yellow

**Welcome Lei (20 pieces)**

Tribal / Ethnic Lei

Materials: brocade/jacquard trimmings.

Center Piece: 450th Araw ng Pasig Official Logo printed on photo paper, placed inside an acrylic button pin

Dimensions:

Necklace length is 60 cm, wearable is 47 cm

Centerpiece diameter is 3 inches

**Lights and Sound System**

- 2pcs Active Speaker
- 2 pcs Passive Subwoofer Speaker
- 1 pc Power Amplifier
- 2pcs Heavy Duty Speaker Stand
- 1 pc 7 Channel Professional Mixer
- 2 pcs UHF Wireless Microphone
- 4 pcs Frontal Lights
- 4 pcs Backdrop Lights
- 1 pc DMX Light Controller
- 1 pc Heavy Duty Light Stand
- 1 pc Laptop (for Music)
- With a stand-by operator and light and sound technician

**For separate Fair locations:**

***For Event Launch and Job Fair (July 18-20, 2023)***

- 2pcs Active Speaker
- 2 pcs Passive Subwoofer Speaker
- 1 pc Power Amplifier
- 2pcs Heavy Duty Speaker Stand
- 1 pc 7 Channel Professional Mixer
- 2 pcs UHF Wireless Microphone
- 4 pcs Frontal Lights
- 4 pcs Backdrop Lights
- 1 pc DMX Light Controller
- 1 pc Heavy Duty Light Stand
- 1 pc Laptop (for Music)
- With a stand-by operator and light and sound technician

***For Trade Fair (July 18-23)***

- 2 pcs active speakers
- 2pcs heavy-duty speaker stand
- 1pc 7 Channel Professional Mixer
- 1pc Laptop for Microphone
- 1 Sounds operator

***For Cooperative Fair (July 18-23)***

- 2 pcs active speakers
- 2pcs heavy-duty speaker stand
- 1pc 7 Channel Professional Mixer
- 1pc Laptop for Microphone
- 1 Sounds operator

**Air-conditioned Executive Lounge for VIP Holding Area and Opening Cocktails Venue**

- At least 100 sq meters that could accommodate
  - Buffet Table with complete catering equipment and set-up
  - Cocktail Tables (at least 8)
  - Three (3) VIP tables with eight (8) chairs each
- With Sofa for the VIPs

**Gallery Easel Stand (20 pcs)**

- Length - 160cm
- Width - 55cm
- Material – Wood

**Tables and Chairs**

- Dimensions (Open): 70.7 in. L x 24.0 in. W x 29 in. H (180cm x 60.9 cm x 73.6 cm)
- Table Top Material - High-density Polyethylene (HDPE) Plastic
- Frame Material - Powder Coated Metal Frame
- Foldable

**Job Fair:**

50 Tables with 5 white monobloc chairs each

**Trade Fair**

40 Tables with 2 white monobloc chairs each

**Cooperative Fair**

6 Tables with 5 white monobloc chairs each

**FINANCIAL PROPOSAL**

Name of Project	Grand Total Cost for the Lease of Venue
<p>Lease of Venue for the 450<sup>th</sup> Araw ng Pasig's Mega Trade, Job and Cooperative Fair</p>	<p>PhP _____</p> <p>(Amount in Figures)</p> <p>_____</p> <p>_____</p> <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 FOR LEASE OF VENUE**

- I. **PROJECT TITLE:** 450th Araw ng Pasig's Mega Trade, Job and Cooperative Fair  
 II. **AIF CODE:** 8000-000-2-3-18-003-002-002  
 III. **DURATION/METHODOLOGY:**  
 The Pasig City's 450th Celebration Trade Fair will be conducted on July 18-23, 2023, from 10:00 AM to 9:00 PM at the Ortigas Center, Pasig City.



**IV. SCOPE OF WORK AND DELIVERABLES:**

	Venue	Dates	Tables	Chairs
Job Fair	Can accommodate fifty (50) private companies and seven (7) National Government Agencies and at least One Hundred (100) job applicants for three (3) days	July 18-20	70	250
Trade Fair	Can accommodate thirty (30) MSMEs/merchants and foot traffic of fifty (50) buyers per hour	July 18-23	40	80
Cooperative Fair	Can accommodate fifteen (15) cooperatives and foot traffic of twenty-five (25) per hour	July 18-23	15	30

Other Requirements	Specifications
Events Place	At least 760 sq. meters or at least: 100 m <sup>2</sup> for Trade Fair 460 m <sup>2</sup> for Job Fair 100 m <sup>2</sup> for Cooperative Fair 100 m <sup>2</sup> for Executive Lounge for VIP holding area and opening cocktails
Stage for the Launching event	Size – 3ft x 8 ft x 12 ft metal stage stand with wood floor Collapsible with black curtain on the sides Stairs on both sides With the following inclusions: Acrylic Podium - (26.8" x 47.0" x 14.8") Chairs - 10 monobloc chairs with black chair cover
Backdrop with Tarpaulin	Material: Metal Frame Size - 8ft X 12ft
Ribbon Cutting Flowers (2 pieces)	Standing arrangement of elegant mixed flowers (Sunflower, Roses etc) 7ft in height. 10 scissors with blue, red and yellow ribbons on the thumb fingerhole  Ribbon Color: Blue, Red and Yellow Flowers Color Scheme: Blue, Red and Yellow





	
Welcome Lei (20 pieces)	<p>Tribal / Ethnic Lei</p> <p>Materials: brocade/jacquard trimmings. Center Piece: 450th Araw ng Pasig Official Logo printed on photo paper, placed inside an acrylic button pin</p> <p>Dimensions Necklace length is 60 cm, wearable is 47 cm Centerpiece diameter is 3 inches,</p> 






<p>Lights and Sound System</p>	<p>2pcs Active Speaker  2 pcs Passive Subwoofer Speaker  1 pc Power Amplifier  2pcs Heavy Duty Speaker Stand  1 pc 7 Channel Professional Mixer  2 pcs UHF Wireless Microphone  4 pcs Frontal Lights  4 pcs Backdrop Lights  1 pc DMX Light Controller  1 pc Heavy Duty Light Stand  1 pc Laptop (for Music)  With a stand-by operator and light and sound technician</p> <p>For separate Fair locations:  For Event Launch and Job Fair (July 18-20, 2023)  2pcs Active Speaker  2 pcs Passive Subwoofer Speaker  1 pc Power Amplifier  2pcs Heavy Duty Speaker Stand  1 pc 7 Channel Professional Mixer  2 pcs UHF Wireless Microphone  4 pcs Frontal Lights  4 pcs Backdrop Lights  1 pc DMX Light Controller  1 pc Heavy Duty Light Stand  1 pc Laptop (for Music)  With a stand-by operator and light and sound technician</p> <p>For Trade Fair (July 18-23)  2 pcs active speakers  2pcs heavy-duty speaker stand  1pc 7 Channel Professional Mixer  1pc Laptop for Microphone  1 Sounds operator</p> <p>For Cooperative Fair (July 18-23)  2 pcs active speakers  2pcs heavy-duty speaker stand  1pc 7 Channel Professional Mixer  1pc Laptop for Microphone  1 Sounds operator</p>
<p>Airconditioned Executive Lounge for VIP Holding Area and Opening Cocktails Venue</p>	<p>At least 100 sq meters that could accommodate</p> <ul style="list-style-type: none"> <li>o Buffet Table with complete catering equipment and set-up</li> <li>o Cocktail Tables (at least 8)</li> <li>o Three (3) VIP tables with eight (8) chairs each</li> </ul> <p>With Sofa for the VIPs</p>



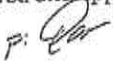


Gallery Easel Stand (20 pcs)	Length - 160cm Width - 55cm Material - Wood
Tables and Chairs insert picture	<p>Dimensions (Open): 70.7 in. L x 24.0 in. W x 29 in. H (180cm x 60.9 cm x 73.6 cm)</p> <p>Table Top Material - High-density Polyethylene (HDPE) Plastic Frame Material - Powder Coated Metal Frame Foldable</p>  <p>Job Fair: 50 Tables with 5 white monobloc chairs each</p> <p>Trade Fair 40 Tables with 2 white monobloc chairs each</p> <p>Cooperative Fair 6 Tables with 5 white monobloc chairs each</p>

Prepared by:

  
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Reviewed and approved by:

  
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 Officer-in-Charge  
 Local Economic Development and Investment Promotion Officer  
 Pasig City Local Economic Development and Investment Office





BACKDROP

# CITY GOVERNMENT OF PASIG

A PARTNERSHIP PROJECT OF  
PASIG CITY LOCAL ECONOMIC DEVELOPMENT AND INVESTMENT OFFICE  
PUBLIC EMPLOYMENT SERVICE OFFICE  
AND  
COOPERATIVES DEVELOPMENT OFFICE

M E C A

# TRADE, JOB AND

# COOPERATIVE FAIR

18-23 JULY 2023  
(INSERT VENUE)

