

SERVICE CONTRACT

KNOW ALL MEN BY THESE PRESENTS:

This Service Contract (the "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 Pasig City Hall, Caruncho Avenue, Pasig City, herein represented by **HON. VICTOR MA. REGIS N. SOTTO**, in his capacity as City Mayor;

- and -

CONVERGE INFORMATION AND COMMUNICATIONS TECHNOLOGY SOLUTIONS, INC., a corporation duly organized and existing under the laws of the Republic of the Philippines, with office address at 99 Reliance Center E. Rodriguez Jr. Ave., Brgy. Ugong Pasig City, represented by its Head of Enterprise and Wholesale Segment of the Corporation, **MR. PATRICK PAUL A. GATCHALIAN** (a copy of the Secretary's Certificate evidencing such authority is attached as Annex "A"), hereinafter referred to as the "**CONTRACTOR**".

Each referred to as a "**PARTY**" and collectively as "**PARTIES**".

WITNESSETH: THAT

WHEREAS, THE CITY OF PASIG has a requirement for **Centralized Connectivity for System Connection, Internet, and VOIP for Pasig City-Management Information System Office** under RFQ No. 100-23-01-362 (the "Services");

WHEREAS, THE CITY OF PASIG resorted to Direct Contracting pursuant to Section 50 of the Revised Implementing Rules and Regulations of Republic Act ("R.A.") 9184 and the Guidelines on the Procurement of Water, Electricity, Telecommunications and Internet Service Providers;

WHEREAS, the CONTRACTOR has submitted the single calculated and responsive quotation to undertake the said Services;

WHEREAS, THE CITY OF PASIG has accepted the proposal of the **CONTRACTOR**, subject to the terms and conditions hereunder stipulated;

NOW, THEREFORE, for and in consideration of the foregoing premises, the **PARTIES** agree as follows:

ARTICLE I
SCOPE OF UNDERTAKING

The contract shall cover all the items found in the Request for Quotation/Terms of Reference hereto attached as Annex "B".

ARTICLE II
CONTRACT PERIOD

The contract delivery period shall be thirty (30) days upon receipt of the Notice to Proceed. Subscription duration shall be until 31 December 2023. Within the period of the effectivity of the Contract, **THE CITY OF PASIG** may terminate the same, with or without cause, without incurring any liability whatsoever, without need for judicial intervention, upon ten (10) days written notice to the **CONTRACTOR**.

ARTICLE III
CONTRACT AMOUNT

The Contract price for the Services shall be in the amount of **One Million Seven Hundred Ninety-Seven Thousand Pesos (Php1,797,000.00)**, subject to applicable withholding tax. The **CONTRACTOR** shall hold **THE CITY OF PASIG** free from liability for any and all taxes and government fees and charges arising out of this transaction.

ARTICLE IV
CONTRACTOR'S WARRANTIES

The **CONTRACTOR** hereby warrants that:

1. The **CONTRACTOR** is duly organized, registered, validly existing and in good standing under the laws of the Republic of the Philippines, and its representative/s is/are capable and have the requisite power, authority, permits, clearances, and licenses to enter into this Service Contract.
2. There are no actions, suits or proceedings pending or, to the best of its knowledge, threatened, which may have a material adverse effect on its ability to fulfill its obligations under this Contract or on its operations, business, properties, assets, or business condition.
3. That the Services to be rendered herein shall be as described under Article I of this Contract and the **CONTRACTOR** has secured all the necessary government licenses and permits to allow it to render the Services agreed upon and that it is free from any liability or adverse claims of every nature and description that would prevent or hinder it from rendering the said Services.

4. The **CONTRACTOR** has sufficiently experienced and competent personnel able to perform the Services under this Contract. It is understood that the **CONTRACTOR** shall exercise complete and unequivocal control and supervision over its staff in the performance of their respective functions and duties.
5. The **CONTRACTOR** shall protect and exercise due care and proper handling of the properties belonging to or in the possession of **THE CITY OF PASIG** during the performance of its Services.

ARTICLE V **CLAIMS AND DISPUTES**

All claims and disputes relating to or arising out of this Contract shall, as much as possible, be settled amicably by the **PARTIES** before resorting to any judicial action.

If the **PARTIES** fail to settle their differences or disputes, the **PARTIES** waiving for the purpose any other venue, hereby agree that the appropriate courts of the **CITY OF PASIG** shall be the exclusive venue of any or 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 for declaration of nullity of this Contract in its entirety or in part and in cases arising after or by reason of the declaration of nullity of this Contract in its entirety or in part.

In the event that a dispute arises with respect to this Contract, the party prevailing in such dispute shall be entitled to recover all expenses, including, without limitation, reasonable attorneys' fees and expenses, incurred in ascertaining such party's rights or in preparing to enforce, or in enforcing, such party's rights under this Contract, whether or not it was necessary for such party to institute suit.

ARTICLE VI **DAMAGES FOR DELAY**

The **CONTRACTOR** shall complete the implementation of the Services within the time prescribed in Article II hereof. Should the **CONTRACTOR** incur delay in its performance, the **CONTRACTOR** shall pay a penalty of one-tenth of one percent (1/10 of 1%) of the total cost of the unperformed portion for each day of delay, including Sundays and Holidays, beyond the specific period. The maximum deduction shall be ten percent (10%) of the amount of the Contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the Contract, **THE CITY OF PASIG** shall have the option to rescind or terminate the Contract, without prejudice to other courses of action and remedies open to it.

ARTICLE VII DEFAULTS

In the event that any of the **PARTIES** fail to comply in good faith with their undertakings, as set forth in this Contract, within the periods provided herein, the non-defaulting party shall be released from its obligations under this Contract, without prejudice to the rights of restitution, recovery and damages.

In the event of breach by either party, the **PARTIES** agree to amicably settle the same under the provisions of Article VI hereof prior to judicial action.

In the event settlement cannot be made, the **PARTIES** shall abide by the provisions of law with respect to default.

ARTICLE VIII INDEMNIFICATION

1. The **CONTRACTOR** hereby holds **THE CITY OF PASIG**, its guests, corporate affiliates, and any director, officer, employee, agent or any other person acting on **THE CITY OF PASIG's** behalf, free and harmless from any and all actions or liabilities arising out of this Service Contract, including, without being limited to, claims for unpaid and back wages, regularization, and other terms and conditions of employment, as well as civil and criminal liabilities that the **CONTRACTOR** and/or **THE CITY OF PASIG** may incur as a result of, or arising out of, the conduct and/or pursuit of the Services and to indemnify **THE CITY OF PASIG**, its guests, corporate affiliates and any director, officer, employee, agent or any other person acting on **THE CITY OF PASIG's** behalf, from and against the costs of defending any action, suit or proceedings, including legal fees or other expenses incurred in relation to any such claims mentioned above.
2. The **CONTRACTOR** and its personnel shall be jointly and severally liable and shall indemnify and hold **THE CITY OF PASIG**, its guests, corporate affiliates and any director, officer, employee, agent or any other person acting on **THE CITY OF PASIG's** behalf, free and harmless for any death, injury or damage to **THE CITY OF PASIG** and to third persons, loss, breakage, or destruction of properties, as a consequence of the **CONTRACTOR's** acts or omissions, willful intent or negligence, during the performance of the Services or any of its obligations under this Service Contract.

ARTICLE IX CONFIDENTIALITY

Pursuant to this Contract, **THE CITY OF PASIG** (its officers, employees, agents, and any other person working in **THE CITY OF PASIG's** behalf) may be disclosing to the **CONTRACTOR** (its officers, employees, agents, and other persons acting on the **CONTRACTOR's** behalf) Confidential Information such as but not limited to: business plans, development plans, lists, reports, financial information, design documents, specifications, notes, computer disks, hard

disks, tapes, written or electronic compilations or data storage devices and/or other non-public information proprietary and confidential to **THE CITY OF PASIG** (together with any notes, analyses, compilations, studies, or other documents that are based upon, contain, or otherwise reflect such as Confidential Information). The **PARTIES** agree as follows with respect to treatment of the above-mentioned Confidential Information:

1. The **CONTRACTOR** shall require its officers, employees, agents and other persons acting on the **CONTRACTOR's** behalf to comply with the terms of this Confidentiality Clause and shall be solidarily liable to **THE CITY OF PASIG** for unauthorized disclosures made by its officers, employees, agents, and other persons acting on the **CONTRACTOR's** behalf.
2. The disclosed Confidential Information shall be used by the **CONTRACTOR** (its officers, employees, agents, and any other persons working in **THE CITY OF PASIG's** behalf) solely for the purpose of performing the Services specified in this Contract and not for any other purpose, and the **CONTRACTOR** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR's** behalf) will not disclose the Confidential Information, in whole or in part, for any other purpose.
3. Copies or reproductions of the disclosed Confidential Information shall be made only to the extent and purpose of performing the **CONTRACTOR's** Services under this Contract. Access to disclosed Confidential Information shall be limited by the **CONTRACTOR** to only those officers, employees, agents, and other persons acting on the **CONTRACTOR's** behalf who are necessary for the performance of the Services under this Contract.
4. In the event that the **CONTRACTOR** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR's** behalf) is required by law to disclose any information supplied to the **CONTRACTOR** pursuant to this Service Contract, the **CONTRACTOR** will provide **THE CITY OF PASIG** with prompt prior written notice of such requirement so that **THE CITY OF PASIG** may seek an appropriate protective order/ measure. In the event that **THE CITY OF PASIG** fails to secure the appropriate order/measure, the **CONTRACTOR** shall disclose only that portion of the Confidential Information it is legally compelled to disclose.
5. All confidential Information disclosed by **THE CITY OF PASIG** to the **CONTRACTOR** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR's** behalf) shall remain **THE CITY OF PASIG's** property.
6. Upon termination of this Contract, the **CONTRACTOR** shall return all tangible Confidential Information furnished by **THE CITY OF PASIG**. The **CONTRACTOR** will also destroy all written material, memoranda, notes, and other writings or recordings whatsoever prepared by it based upon, containing, or otherwise reflecting any Confidential Information.
7. Any Confidential Information that is not returned or destroyed, including any oral Confidential Information, shall remain subject to the confidentiality obligations herein even after the termination of this Contract until such

Confidential Information is returned to **THE CITY OF PASIG** or destroyed by the **CONTRACTOR**. Any oral Confidential Information shall not be repeated to any third party by the **CONTRACTOR** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR**'s behalf) even after the termination of the Contract.

8. **THE CITY OF PASIG** (its officers, employees, agents, and any other persons acting on **THE CITY OF PASIG**'s behalf) shall not be liable to the **CONTRACTOR** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR**'s behalf) or to any third party for any damage or injury resulting from the **CONTRACTOR**'s use of the disclosed Confidential Information.
9. The **CONTRACTOR** acknowledges and agrees that monetary damages would not be a sufficient remedy for any breach of this Confidentiality Clause by the **CONTRACTOR** (its officers, employees, agents, and other persons acting on the **CONTRACTOR**'s behalf) and that **THE CITY OF PASIG** shall be entitled to specific performance including injunctive relief, as a remedy for any such breach. Such remedy shall not be deemed to be the exclusive remedy for breach of this Confidentiality Clause but shall be in addition to all other remedies available at law or equity. The **CONTRACTOR** agrees to reimburse **THE CITY OF PASIG** for costs and expenses (including without limitation attorney's fees) incurred by **THE CITY OF PASIG** in connection with the enforcement of this Confidentiality Clause.
10. The obligations stated in this Confidentiality Clause shall also apply to Confidential Information negligently, unintentionally or inadvertently disclosed by **THE CITY OF PASIG** (its officers, employees, agents, and any other persons acting on the **CONTRACTOR**'s behalf) and to disclosures made by **THE CITY OF PASIG**'s officers, employees, agents, and other persons ordinarily acting on **THE CITY OF PASIG**'s behalf or, in breach of his/her obligation or duty to **THE CITY OF PASIG**.

ARTICLE X **TAXES AND LICENSES**

All amounts, claims, and expenses pertaining to licenses, permits, registrations or renewals thereof, required by the appropriate government entities for the Services performed under Contract shall be for the exclusive account of the **CONTRACTOR**.

ARTICLE XI **NO EMPLOYER-EMPLOYEE RELATIONSHIP**

There shall be no employer-employee relationship between **THE CITY OF PASIG** and the employees of the **CONTRACTOR**. The **CONTRACTOR** shall have the entire charge, control and supervision of the performance of the Services herein agreed upon. Any damage, accident, injury, or sickness of any kind, or death that may occur to any employee of the **CONTRACTOR** during

the time and consequent to the performance of the work under this Service Contract shall likewise be the **CONTRACTOR's** responsibility.

The **CONTRACTOR** shall be responsible for all acts and omissions of its agents, personnel, and all persons allowed by it to have access to **THE CITY OF PASIG's** premises, for any injury which may be caused to persons or property while remaining in any part of **THE CITY OF PASIG's** premises.

The **CONTRACTOR** further binds itself to hold **THE CITY OF PASIG** free and harmless from any claim on account of the aforementioned injury or damage.

11.

ARTICLE XII **MISCELLANEOUS PROVISIONS**

1. In the event that facts and circumstances arise or are discovered which render this Service Contract disadvantageous to the Government, the **PARTIES** hereto agree immediately to re-negotiate its terms and conditions, or at the option of **THE CITY OF PASIG**, terminate the same.
2. This Service Contract, and all the rights and interests herein, may not be assigned or sub-contracted to another without the consent of the other party.
3. All notices and other communications provided for or permitted hereunder shall be in writing and sent to the **PARTIES** at their respective addresses as indicated in this Service Contract.
4. If any provision hereof is prohibited or made unenforceable under any applicable law or by a competent court or authority, the same shall not affect any other provision of this Service Contract, which is/are otherwise valid and enforceable.
5. The **PARTIES** agree to abide by these terms and conditions in good faith.
6. The relationship between the **PARTIES** shall be limited to the performance of the terms and conditions of the Service Contract. Nothing in this Service Contract shall be construed to create a general partnership between the **PARTIES**, or to authorize any party to bind the other except as set forth in this Contract, or to borrow money on behalf of another party, or to use the credit of any party for any purpose other than what has been set forth herein.
7. Any right or remedy conferred by this Service Contract upon the **PARTIES** shall not be exclusive of any other right or remedy, whether under this Service Contract or provided or permitted to the **PARTIES** at law or in equity, but each right or remedy shall be cumulative of every other right or remedy available to them.
8. This Contract constitutes the entire agreement between the **PARTIES** pertaining to the subject matter contained in it, and supersedes all prior and contemporaneous acts, contracts, representations, warranties, and

understandings of the **PARTIES**. No supplement, variation or amendment of this Service Contract shall be binding unless executed in writing by all the **PARTIES** thereto.

9. No waiver of any of the provisions of this Service Contract shall be deemed, or shall constitute a waiver of any other provision, whether similar or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless in writing and signed by the party making the waiver.

IN WITNESS WHEREOF, the parties hereto set their hands this day of JUL 19 2023, 2023 at Pasig City.

By:


By:


HON. VICTOR MA. REGIS N. SOTTO
City Mayor


MR. PATRICK PAUL A. GATCHALIAN
Head of Enterprise and Wholesale
Segment of the Corporation
Converge Information and Communications
Technology Solutions, Inc.

WITNESSES:

(Printed Name and Signature)




(Printed Name and Signature)

Funds Appropriated:


MARTINELLI A. SANTIAGO
OIC - City Budget Office

Funds Obligated:


MS. JUVY A. CUENCO
City Accountant
100-2023-03-0105-106,

Funds Available:


MS. MARITA A. CALAJE
City Treasurer

Recommending Approval:


JOHN CARLO F. FATALLO
OIC - Management Information
System Office

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 19 2023, 2023, personally appeared:

Name	Government ID	Issue and Expiry Date
PATRICK PAUL A. GATCHALIAN	DRIVER'S LICENSE NO3-94-172166	2023/07/25

Known to me to be the same person who executed the foregoing Contract of Lease consisting of nine (10) 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. 243
Page No. 50
Book No. XVI
Series of 2023.

Jose B. Constantino
ATTY. JOSELITO B. CONSTANTINO
 NOTARY PUBLIC
 Cities of Pasig, San Juan and in the Municipality of Pateros, Metro Manila
 PTR No. 0139413 / 01-03-2023
 IBP No. 259529 / 12-19-2022
 MCLE No. VII-0019927 valid until April 14, 2025
 S. C. Roll No. 31102 / 05-04-1981
 TIN No. 232-590-023-000
 G/F Pasig City Hah Orgy. San Nicolas Pasig City
 Appointment No. 132 (2023-2024)
 Contact No. 09173112426 / 09499240131

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Pasig on this day of JUL 20 2023, 2023, Personally appeared Hon. Victor Ma. Regis N. Sotto, known to me and to be is known 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 nine (10) pages, including this page in which this Acknowledgment is written and duly signed by the Parties.

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

Doc. No. 78
Page No. 16
Book No. 29
Series of 2023.

Carlos C. Abesamis
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

REPUBLIC OF THE PHILIPPINES)

Pasig City

SECRETARY'S CERTIFICATE

I, MARIA GRACE C. DE JESUS, of legal age, Filipino, with address at the Reliance IT Center, 99 E. Rodriguez Jr. Avenue, Bo. Ugong, Pasig City, in my capacity as the Assistant Corporate Secretary of CONVERGE INFORMATION AND COMMUNICATIONS TECHNOLOGY SOLUTIONS, INC. (the "Corporation"), a corporation incorporated under the laws of the Republic of the Philippines with principal office at New Street Bldg., Mc Arthur Highway, Balibago, Angeles City, Pampanga, after being duly sworn to and in accordance with law depose and state that:

1. At the meeting of the Board of Directors of the Corporation held on 08 December 2020, at which meeting a quorum was present and acting throughout, the following resolutions (hereinafter referred to as the "Board Resolutions") were unanimously approved and adopted:

"RESOLVED, that effective immediately, the Corporation be, as it is hereby, authorized to participate in the biddings and invitations published and/or launched by any of the various units, agencies, branches, instrumentalities and offices of the Government of the Republic of the Philippines for the supply of various internet broadband and other related services, where such biddings and invitations, and the resulting contract award, is conducted through a formal procurement process in accordance with applicable laws, *except (a)* those by way of a public-private partnership or other unsolicited Government biddings, and *(b)* where the Corporation is engaging a joint bidding partner to participate in such Government biddings or enter into such Government contracts (the "Bidding");

"RESOLVED, FURTHER, that any one of the President, the Chief Executive Officer or the Corporate Secretary of the Corporation, be hereby authorized to designate and appoint any one of the Corporation's Key Account Managers as the Corporation's duly authorized and designated representative for the Bidding, with authority to sign, deliver, receive and receipt any and all documents that are required to be submitted for purposes of the Bidding;

"RESOLVED, FURTHER, that in the event the Corporation is awarded the project subject of the Biddings, the Corporation hereby appoints and designates the following individuals in accordance with the stated levels of authorization depending on the total project/contract price, with full power and authority to execute and deliver, for and on behalf of the Corporation, any required agreements and documents, as well as perform any and all acts necessary to the best interest of the Corporation:

Total Project/ Contract Price	Authorized Signatory
Above Php50,000,000.00	the Chief Executive Officer of the Corporation
Up to Php50,000,000.00	the Chief Operations Officer of the Corporation
Up to Php5,000,000.00	the Head of Enterprise and Wholesale Segment of the Corporation
Up to Php1,000,000.00	any one of the Unit Heads of the Enterprise and Wholesale Segment of the Corporation

"RESOLVED, FURTHER, That the Corporate Secretary and/or the Assistant Corporate Secretary of the Corporation be hereby authorized and empowered to sign, execute, deliver, receive and receipt, for and on behalf of the Corporation, any and all documents and instruments required to carry out the foregoing resolution.

"RESOLVED, FINALLY, that any and all prior resolutions adopted by the Board of Directors concerning the foregoing shall be deemed superseded, revoked, amended or modified insofar as said resolutions are contrary to or in conflict with the foregoing resolution."

2. Pursuant to the authorizations granted under the Board Resolutions, the undersigned Assistant Corporate Secretary certifies that:

- a. the Corporation is duly authorized to participate in the invitation for quotation launched by the CITY GOVERNMENT OF PASIG (the "Bidding") for its requirement for 'Centralized Connectivity for System Connection, Internet, and VOIP for Pasig City - Management Information System Office' (the "Project");
- b. the Corporate Secretary has designated the Corporation's Key Account Manager, Mr. Ronald G. Cacao, to be the Corporation's duly authorized and designated representative for the Bidding, with authority to sign, deliver, receive and receipt any and all documents that are required to be submitted for purposes of the Bidding; and
- c. in that event the Corporation is awarded the Project, the Corporation shall enter into a contract with the CITY GOVERNMENT OF PASIG, and in connection therewith, any one of the following individuals is duly authorized and designated to execute and deliver, for and on behalf of the Corporation, any such required agreements and documents in connection with the awarded Project, depending on the Project's contract price, as well as perform any and all acts necessary to the best interest of the Corporation:

Total Project/ Contract Price	Authorized Signatory
Up to Php50,000,000.00	Mr. Jesus C. Romero the Chief Operations Officer of the Corporation
Up to Php5,000,000.00	Mr. Patrick Paul A. Gatchalian the Head of Enterprise and Wholesale Segment of the Corporation (NCR)

3. The Board Resolutions have not been revoked, amended, nor in any manner modified, and accordingly, the same may be relied upon until written notice to the contrary is issued by the Corporation.

IN WITNESS WHEREOF, I have hereunto set my hands this JUN 19 2023 day of June 2023 at Pasig City

MARIA GRACE C. DE JESUS
Assistant Corporate Secretary

SUBSCRIBED AND SWORN TO before me on JUN 19 2023 in Pasig City, Philippines, affiant who is personally known to me, exhibiting to me her Passport No. P1123912C, issued on 30 July 2022 at DFA-Manila.

Doc. No. 444 ;
Page No. 90 ;
Book No. XXV ;
Series of 2023.

ATTY. JOSELITO B. CONSTANTINO
NOTARY PUBLIC
Cities of Pasig, San Juan and in the Municipality of Pateros, Metro Manila
PTR No. 0138418 / 01-03-2023
IBP No. 259529 / 12-19-2022
MCLE No. VII-001932 / valid until April 14, 2025
S. C. Roll No. 31102 / 05-04-1981
TIN No. 232-590-023-000
G/F Pasig City Mall Brgy. San Nicolas Pasig City
Appointment No. 132 (2023-2024)
Contact No. 09273112426 / 09499240131



PASIG

DIRECT CONTRACTING

PROCUREMENT MANAGEMENT OFFICE
REQUEST FOR QUOTATION/INVITATION FOR NEGOTIATION

Date	13 June 2023
Project Title	Centralized Connectivity for System Connection, Internet, and VOIP for Pasig City - Management Information System Office
RFQ No.	100-23-01-362
Approved Budget for the Contract (ABC)	One Million Seven Hundred Ninety Seven Thousand Five Hundred Thirty-Two and 80/100 (Php1,797,532.80)
Date, Time and Place of the Deadline for the submission and receipt of Quotation	Please submit the accomplished Quotation and required documents on <u>19 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 (RFQ No.); and 2. Name, address and contact details (telephone/cellphone number and email address) of the bidder.
Date, Time and Place of Negotiation	19 June 2023 (Monday), 2:00PM, Meeting Room, <u>7th Floor</u> , Pasig City Hall, San Nicolas, Pasig City

Sir / Madam:

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 / quotation.

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 at bidsandawards@pasigcity.gov.ph

Thank you.


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


 IKA-450 TAON
 DAIGI EN NG PASIGNINYE

Caruncho Avenue, Barangay San Nicolas, Pasig City 1600 Metro Manila

TECHNICAL SPECIFICATIONS/ SCOPE OF WORK AND GENERAL CONDITIONS OF THE PROJECT

Centralized Connectivity for System Connection, Internet, and VOIP for Pasig City - Management Information System Office							
Item No.	Qty	Unit of Issue	Item Description	Approved Budget		Price Offer	
				Unit Cost	Total Cost	Unit Cost	Total Cost
1	1	Lot	Ayala 30th Mall Revenue Annex, Site A: Pasig City Ayala 30th Mall Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 50 mbps Monthly Recurring Charge (MRC) - Php 27,776.00	166,656.00	166,656.00	Php 166,656.00	Php 166,656.00
2	1	Lot	Manggahan Revenue Annex, Site A: Pasig City Manggahan Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 50 mbps Monthly Recurring Charge (MRC) - Php 27,776.00	166,656.00	166,656.00	Php 166,656.00	Php 166,656.00
3	1	Lot	San Antonio Revenue Annex, Site A: Pasig City San Antonio Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 10 mbps Monthly Recurring Charge (MRC) - Php 16,016.00	96,096.00	96,096.00	Php 96,096.00	Php 96,096.00
4	1	Lot	San Antonio Revenue Annex, Site A: Pasig City San Antonio Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 10 mbps Monthly Recurring Charge (MRC) - Php 16,016.00 TPMO Revenue Annex, Site A: Pasig City TPMO Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 100 mbps Monthly Recurring Charge (MRC) - Php 38,528.00	231,168.00	231,168.00	Php 231,168.00	Php 231,168.00

5	1	Lot	Pasig City Backhaul Transport Main, Bandwith: 1.2Gbps Monthly Recurring Charge (MRC): Php 139,092.80	834,556.80	834,556.80 834,024.40	Php 834,556.80	Php 834,556.80
6	1	Lot	Pasig City Backhaul Transport Redundancy, Bandwith: 1.2Gbps Monthly Recurring Charge (MRC): Php 50,400.00	302,400.00	302,400.00	Php 302,400.00	Php 302,400.00
Grand Total Cost				Php 1,797,532.80		Php 1,797,532.80	
				One Million Seven Hundred Ninety Seven Thousand Five Hundred Thirty-Two and 80/100 (Php1,797,532.80)		One Million Seven Hundred Ninety Seven Thousand Five Hundred Thirty-Two and 80/100 (Php1,797,532.80)	
Delivery Period: Please refer to the Terms of Reference.							
Payment Term: Within Forty-Five (45) days upon the completion of delivery.							

The Project shall be awarded as One Project having several items that shall be awarded as one contract.

PRICE OFFER: (Unit and Total Prices shall be rounded-off up to two (2) decimal places)

VALIDITY OF OFFER: Within ninety (90) calendar days from the date of opening of quotations

ADDITIONAL REQUIREMENTS:

Together with your quotation, kindly submit the following documents on the date of negotiation:

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

1. 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.
2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.

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4. Document showing proof of authorization, e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture or a Special Power of Attorney (SPA) in case of sole proprietorships for situations where the signatory is not the sole proprietor/owner.

5. 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)

6. Certificate of Exclusive Distributorship issued by the principal under oath and authenticated by the embassy/consulate nearest the place of the principal, in case of foreign suppliers.

7. Certificate that the exclusive dealer or manufacturer does not have sub-dealers selling at lower prices.

8. For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate *(for vaccines, toxoids and immunoglobulins only) (to be submitted upon delivery); and*
- e. Certificate of Analysis *(for anesthesia and antibiotics) (to be submitted upon delivery).*

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

NOTES:

1. Bidders shall submit their quotations through their duly authorized representatives.
2. Quotations exceeding the Approved Budget for the Contract shall be rejected.
3. The quotation may be accepted immediately or after some negotiations.
4. The prices quoted are to be paid in Philippine Currency.
5. All prices quoted are **INCLUSIVE** of all applicable duties, government permits, fees, and other charges relative to the acquisition and delivery of items to the City Government of Pasig.
6. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The City Government of Pasig shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. Presentation of items that need demonstration or actual sample of the product may be requested.



PROCESSED BY THE OFFICE OF THE CITY TREASURER

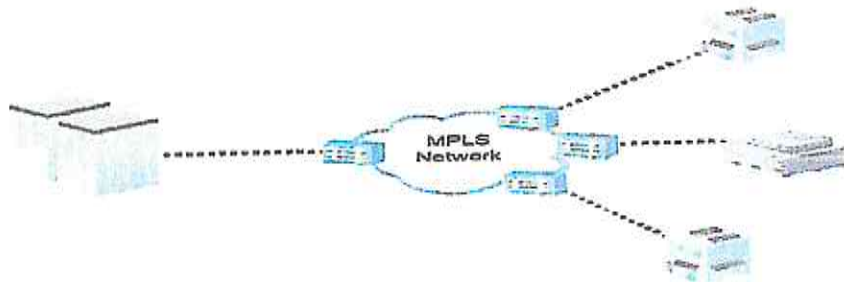
MARCH 2023

TERMS OF REFERENCE
METRO ETHERNET SERVICE ON PASIG CITY
GOVERNMENT REVENUE OFFICES
PR 100-23-01-362

The City Government of Pasig, through the efforts of the *Management Information Systems Office (MISO)* intends to subscribe for metro-ethernet service that will be utilized by Pasig City Hall and satellite revenue offices in Ayala 30th, Manggahan, San Antonio and TPMD.

I. BACKGROUND

Metro Ethernet Service (MES) is a type of information and communications technology solution by telecommunication companies to their corporate subscribers who need to have a dependable network for geographically separated sites for data communication and interconnection that will enable seamless collaboration across different locations. The sites of Pasig City Hall and its annexes are greatly apart from each other that setting up a local area network is highly impossible. MES runs through a carrier Ethernet network which provides high capacity and secured Wide Area Network (WAN) connectivity to ensure service continuity runs at corporate-level quality between geographically separated sites. It supports different WAN topologies such as point-to-point, point-to-multipoint and any-to-any to enable uninterrupted connection across different sites. In this case, the any-to-any topology or the Ethernet tree service is considered for Pasig City Government (PCG) revenue sites so that monitoring frames can be done in all sites. In this, all frame passes through a central site, which is the multiprotocol label switching or MPLS, a networking technology that routes traffic using the shortest path based on "labels," rather than network addresses, to handle forwarding over private wide area networks.



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CERTIFIED TRUE COPY



II. TECHNICAL SPECIFICATIONS AND BILL OF MATERIALS

Item No.	Qty	Unit of Issue	Item Description/Specification	Unit Cost	Amount	
1	1	lot	Ayala 30 th Mall Revenue Annex Site A: Pasig City Ayala 30 th Mall Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Backhaul Bandwith: 50 mbps	166,656.00	166,656.00	Comply
			Monthly Recurring Charge (MRC): P27,776.00			
2	1	lot	Manggahan Revenue Annex Site A: Pasig City Manggahan Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 50 mbps	166,656.00	166,656.00	Comply
			with New Monthly Recurring Charge (MRC), P27,776.00			
3	1	lot	San Antonio Revenue Annex Site A: Pasig City San Antonio Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 10 mbps	96,096.00	96,096.00	Comply
			Monthly Recurring Charge (MRC), P16,016.00			
4	1	lot	TPMO Revenue Annex Site A: TPMO Revenue Annex Site B: Pasig Main IPVN Back Haul Service Type (Eline EPL, Eline EVPL, ELAN, EAccess): Transport Bandwith: 100 mbps	231,168.00	231,168.00	Comply
			Monthly Recurring Charge (MRC), P38,528.00			
5	1	lot	Pasig City Backhaul Transport Main -Bandwidth 1.2Gbps	834,556.80	834,556.80	Comply
			Monthly Recurring Charge (MRC), P139,092.80			
6	1	Lot	Pasig City Backhaul Transport Redundancy -Bandwidth 1.2Gbps	302,400.00	302,400.00	Comply
			Monthly Recurring Charge (MRC), P50,400.00			
			TOTAL COST		Php 1,797,532.80	



PASIG
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Notes:

- Rates are VAT inclusive
- One Time Charge (OTC) varied depending on the result of actual site survey.
- Standard Customer Premise Equipment (CPE) Included.
- Inclusive of switch per site payable in one year.
- The ownership of the switch per site will be transferred to the City Government of Pasig after the full payment.
- Customer to allow and assist on the use of existing building horizontal conduits necessary for the installation, or provide in case not available.

III. CONTRACT DELIVERY PERIOD AND SUBSCRIPTION DURATION

The contract delivery period shall be thirty (30) days upon the notice to proceed (NTP).
Subscription duration shall be until December 31, 2023 only.

IV. SOURCE OF FUNDING AND APPROVED BUDGET FOR THE CONTRACT

The Fund for this engagement shall be sourced from Other Maintenance and Operating Expenses (MOOE) Fund Account for the fiscal year 2023 of the Management Information Systems Office, attributed to the Office of General Services of Pasig City Government. The ABC is amounting to a monthly staggered payment of total one million seven hundred

ninety seven thousand five hundred thirty two Philippine Pesos and eighty (Php 1,797,532.80).

V. MODE OF PROCUREMENT

The Procurement of Metro Ethernet Service for Pasig City Government Sites shall be undertaken through an allowable mode of procurement, as evaluated by the Bids and Awards Committee pursuant to RA No. 9184 and its latest Revised IRR.

***** End of Terms of Reference *****