

## 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 INC.**, a domestic corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office at Amber Ave. Cor. Lukban, San Antonio, Pasig City, herein represented by **CHRISTIAN JOSEPH 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 Request for Quotation No. 100-23-10-2061 for the **Lease of Venue for the Conduct of 2023 Public Ethics & Accountability Service and Effective Customer Service Advancing Innovation in Workplace - Pasig Employment Service Office** from November 9 to 10, 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 one (1) potential lessor responded;

**WHEREAS**, on 25 November 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 Astoria Plaza under **MILLENNIUM PROPERTIES AND BROKERAGE INC.**

**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 **One Hundred Thirty-Eight Thousand Three Hundred Pesos (Php 138,300.00)**;

**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 9 to 10 November 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 INC.**, based on the billing statement/statement of account/invoice/billing invoice/others with complete and correct supporting documents/attachments and computations in an amount not to exceed **One Hundred Thirty-Eight Thousand Three Hundred Pesos (Php 138,300.00)**.

**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 08 NOV 2023 day of \_\_\_\_\_, 2023 at **Pasig City**.

**CITY OF PASIG**

**MILLENNIUM PROPERTIES AND BROKERAGE INC.**

By:

By:

  
**VICTOR M. REGIS N. SOTTO**  
City Mayor

  
**CHRISTIAN JOSEPH BERNARDO**  
Authorized Representative

**WITNESSES:**


(Printed Name and Signature)

(Printed Name and Signature)

Funds Appropriated:

Funds Obligated:


  
**MS. MA. THERESA B. HERNANDEZ**  
OIC - City Budget Office

  
**MS. JOVY A. CUENCO**  
City Accountant  
100-2023-10-0078-5999

Funds Available:

Recommending Approval:

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

  
**MS. JELENE L. SISON-LOPEZ**  
City Gov't Asst. Dept. Head II-  
Pasig Employment Service Office

**ACKNOWLEDGMENT**

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

BEFORE ME, a Notary Public for and in the City of QUEZON CITY, on this day of NOV 08 2023, 2023, personally appeared:

Name	Government ID	Issue and Expiry Date
<b>CHRISTIAN JOSEPH BERNARDO</b>	<b>DRIVER'S LICENSE DIV-99-213546</b>	<b>9/19/2023</b>

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. 467  
Page No. 18  
Book No. LXXXIIII  
Series of 2023

**ATTY. ELISEO S. CALMA, JR.**  
Notary Public for Q.C. / Until Dec. 31, 2024  
Roll No. 50288  
PTR No. 40071221 (Jan. 03, 2023/Q.C.)  
BSP No. 267176 (Jan. 01, 2023)  
MCLE Comp. No. VH-0006920408921/2021-04/14/2025)  
Adm. Matter No. NI-062(2022-2023)  
20 Kamagong St., Sapiananai 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 NOV 08 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. 60  
Page No. 13  
Book No. XIII  
Series of 2023




**ATTY. GERALD P. RUBIO**  
Notary Public-Pasig City, San Juan and Pateros  
Until December 31, 2024  
ROLL NO. 54083  
ISF NO. 243415  
PTR No. 6001009  
APPOINTMENT NO. 213(2023-2024)  
MCLE EXEMPTION NO. VRI-REP002249  
TIN No. 138-541-197-000

Annex "A"

SECRETARY'S CERTIFICATE

That I, MICHAEL T. NG, am the duly elected Corporate Secretary of Millennium Properties and Brokerage Inc./ Astoria Hotels and Resorts (hereinafter called the "Corporation"), a domestic corporation duly organized and existing under and by virtue of the laws of the Philippines, with office address at 15 J. Escriba Drive, Pasig City and in my capacity as such do hereby certify that at the Special Meeting of the Board of Directors held on July 06, 2023 the following resolutions were adopted:

RESOLVED, That the Corporation, Millennium Properties and Brokerage Inc./ Astoria Hotels and Resorts, be authorized as it is hereby authorized representatives, to communicate, transact, and collect payment on behalf of the corporation to PASIG CITY HALL under the name of Millennium Properties and Brokerage Inc. or Astoria Plaza, the following are the designated Authorized Representatives to carry out any and/or all of the provided above:

NAME	SPECIMEN SIGNATURE
CHERIE ANN N. ORPRECIO	
YANICE CALANGIAN	
CHRISTIAN JOSEPH M. BERNARDO	

RESOLVED FURTHER, That the above mentioned representatives, be authorized and empowered as he is hereby authorized and empowered to file and follow-up with the Pasig City Hall, any and all papers, instruments and agreements, required to execute the foregoing application as may be necessary to effect the above - described transaction, under such terms and conditions as said representatives may deem most beneficial to the Corporation;

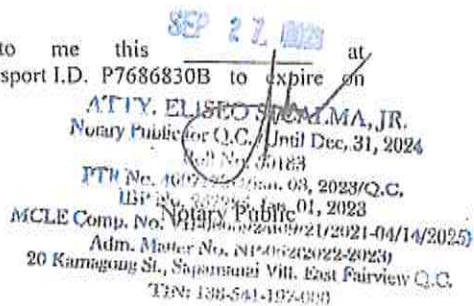
RESOLVED FURTHER AND FINALLY, That this authorization shall remain valid and effective unless otherwise revoked or modified by a subsequent Board Resolution.

IN WITNESS WHEREOF, I have hereunto set my signature this SEP 27 2023 at QUEZON CITY

  
MICHAEL T. NG  
Corporate Secretary

SUBSCRIBED AND SWORN to me this SEP 27 2023 at QUEZON CITY affiant exhibited to me his Passport I.D. P7686830B to expire on December 31, 2031.

Doc. No. V-70  
Page No. 011  
Book No. 102911  
Series of 2023.

  
ATTY. ELISEO S. MA, JR.  
Notary Public for Q.C. (Until Dec. 31, 2024)  
PTN No. 10072022/Jan. 03, 2023/Q.C.  
IBP No. 202004/Jan. 01, 2023  
MCLE Comp. No. V1200002010921/2021-04/14/2025)  
Adm. Matter No. NP006202022-2023)  
20 Kamagong St., Sigambani VIII, East Fairview Q.C.  
TEL: 130-541-197-0111



#### REQUEST FOR QUOTATION/INVITATION FOR NEGOTIATION


Date	23 October 2023
Project Title	Lease of Venue for the Conduct of 2023 Public Ethics & Accountability Service and Effective Customer Service Advancing Innovation in Workplace – Pasig Employment Service Office
Mode of Procurement	Negotiated Procurement (Lease of Real Property or Venue)
Request for Quotation (RFQ) No.	100-23-10-2061
Approved Budget for the Contract	One Hundred Fifty One Thousand Two Hundred Pesos (Php 151,200.00)
Deadline and Place for the Submission of Quotation	Please submit the accomplished Quotation and required documents not later than <u>25 October 2023, 1:45 PM</u> at the Bids and Awards Committee (BAC) through the Procurement Management Office (BAC Secretariat Office), <u>4<sup>th</sup> 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 the Negotiation	25 October 2023, 2:00 PM, 7 <sup>th</sup> Floor, Meeting Room, Pasig City Hall
TERMS	The lease contract shall commence from November 9, 2023 to November 10, 2023
NOTES	<ol style="list-style-type: none"> <li>Lessor shall submit their offer/quotation through their duly authorized representatives</li> <li>Quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>The prices quoted are to be paid in Philippine Currency.</li> <li>All prices quoted are subject to all Philippine Tax Statutes.</li> <li>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>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>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



Description of Service Requirement	Offered Technical Proposal Please fill in with either: "Comply" or "Not Comply"															
Lease of Venue for the Conduct of 2023 Public Ethics & Accountability Service and Effective Customer Service Advancing Innovation in Workplace – Pasig Employment Service Office PR No. 100-23-10-2061																
TECHNICAL SPECIFICATIONS/SCOPE OF WORK																
I. Number of Days : 1- night and 2- days II. Desired Venue : within Pasig City Area III. Type of Accommodation : Live-in 21- pax	Comply															
<b>Number of Days: 2</b> <ul style="list-style-type: none"> <li>◦ Day 1- Lecture on Ethics and Accountability and Ethical Decision-Making Framework.</li> <li>◦ Day 2- Role playing, Handling Difficult Situations, Fostering Innovation Culture, Open-Forum and Synthesis</li> </ul> <b>Function Room requirements:</b> <ul style="list-style-type: none"> <li>◦ Conference Room that can accommodate 21-pax, well ventilated and readily available one day before the event for set-up.               <ul style="list-style-type: none"> <li>◦ Day 1- 8:00 to 5:00 PM</li> <li>◦ Day 2- 8:00 to 5:00 PM</li> </ul> </li> <li>◦ Audio-visual equipment with assistant. (LCD Projector with wide screen, white board and pen, Sound system, Extension Cords, 2 microphones and with Long table set-up,</li> <li>◦ Unlimited free access to Internet/ Wi-Fi in all areas of venues</li> <li>◦ Two (2) table for registration area of venue</li> <li>◦ No pillars in the middle of the function room</li> </ul>	Comply															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">ACTIVITY TITLE</td> <td colspan="2" style="text-align: center;">2023 PESO - CAPDEV</td> </tr> <tr> <td>DATE of ACTIVITY</td> <td>ESTIMATED NO. PAX</td> <td>NUMBER of DAYS</td> </tr> <tr> <td>November 9, 2023</td> <td>1 - DOLE and 1 - HRDO Staff</td> <td>1- Night Lectures and Group Discussion</td> </tr> <tr> <td>November 10, 2023</td> <td>19 - PESO Staff</td> <td>Whole Day Lectures/Discussion</td> </tr> </table>	ACTIVITY TITLE	2023 PESO - CAPDEV		DATE of ACTIVITY	ESTIMATED NO. PAX	NUMBER of DAYS	November 9, 2023	1 - DOLE and 1 - HRDO Staff	1- Night Lectures and Group Discussion	November 10, 2023	19 - PESO Staff	Whole Day Lectures/Discussion	Comply			
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Dinner	✓															



FINANCIAL PROPOSAL	
Name of Project	Grand Total Cost for the Lease of Venue
Lease of Venue for the Conduct of 2023 Public Ethics & Accountability Service and Effective Customer Service Advancing Innovation in Workplace – Pasig Employment Service Office PR No. 100-23-10-2061	<p>Php 138,300.00            (Amount in Figures)            one hundred thirty-eight thousand, three hundred pesos only</p> <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:


- o 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.
- o 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.epcb.gov.ph/assess/forms/Omnibus%20Sworn%20Statement\(Revised\).doc](https://www.epcb.gov.ph/assess/forms/Omnibus%20Sworn%20Statement(Revised).doc))
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:   
 Christian Bernardo Sales Account Manager  
 Signature over printed Name Position

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



Annex "B"



PUBLIC EMPLOYMENT SERVICE OFFICE

### TERMS OF REFERENCE

Budget reference Code: 3000-000-2-3-004-000  
PPMP Account Code: 5-02-99-990

Activity Title : 2023 Public Ethics & Accountability Service and Effective Customer Service Advancing Innovation in Workplace.  
Date of Activity : November 9-10, 2023  
Estimated No. Pax : 21-Beneficiaries  
Number of days : 2-days

I. Number of days : 1-night and 2-days  
II. Desired Venue : Within Pasig City Area  
III. Type of Accommodation : Live-in 21-pax

Number of Days: 2

- Day 1 – Lecture on Ethics and Accountability and Ethical Decision-Making Framework.
- Day 2 – Role Playing, Handling Difficult Situations, Fostering Innovation Culture, Open-Forum and Synthesis.

Function Room Requirements:

- Conference Room that can accommodate 21-pax, well ventilated and readily available one day before the event for set-up.
  - Day 1 – 8:00 to 5:00 \_\_\_\_\_
  - Day 2 – 8:00 to 5:00 PM.
- Audio-visual equipment with assistant. (LCD Projector with wide screen, white board and pen, Sound system, Extension Cords, 2 microphones and with Long table set-up,
- Unlimited free access to internet/WIFI in all areas of venue.
- Two (2) table for registration area of venue.
- No pillars in the middle of the function room.

ACTIVITY TITLE	2023 PESO – CAPDEV	
DATE of ACTIVITY	ESTIMATED NO. PAX	NUMBER of DAYS
November 9, 2023	1-DOLE and 1-HRDO Staff	1 -night Lectures and Group Discussion
November 10, 2023	19-PESO Staff	Whole Day Lectures/Discussion



PUBLIC EMPLOYMENT SERVICE OFFICE

**MEAL REQUIREMENTS:**

MEALS	November 9, 2023	November 10, 2023
Breakfast	✓	✓
Lunch	✓	✓
PM Snack	✓	
Dinner	✓	

\* For breakfast 2-main dish, rice, choice of hot tea or coffee/chocolate.

\* For Lunch and Dinner: 3 main dishes (Fish, Chicken, Pork or Beef) with soup, rice, dessert and drinks.

\* PM Snack: Any Kind of Sandwich

\* Free Flowing Coffee.

Prepared by:

Robina C. Rada  
Procurement Officer

Noted by:

MS. JELENE L. SISON-LOPEZ LLb, MSHR, Rpm  
PESO Manager



PUBLIC EMPLOYMENT SERVICE OFFICE

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Robina C. Rada  
Procurement Officer

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