

CONTRACT AGREEMENT

This **CONTRACT AGREEMENT** is entered into and executed by and between:

- (1) **THE CITY GOVERNMENT OF PASIG**, a local government unit existing under Philippine laws, with postal address at Pasig City Hall, Caruncho Avenue, Brgy. San Nicolas, Pasig City, Metro Manila, herein represented in this Act by its City Mayor, **Hon. Victor Ma. Regis N. Sotto** (the "Procuring Entity"); and
- (2) **JCP15 HOME AND OFFICE DECOR TRADING**, a company duly organized in accordance with and registered under the laws of the Philippines, and with business address at Block 3 Lot 20, Magnagon Spring Homes, Brgy. Maguyam, Silang, Cavite, represented in this Act by **JOHN A. PACIFICAR** (hereinafter referred to as the "Supplier").

WHEREAS, the Procuring Entity invited Bids for the procurement of **SUPPLY, DELIVERY AND INSTALLATION OF GLASS PANEL WINDOW BLINDS IN THE PASIG REVOLVING TOWER – CITY MAYOR'S OFFICE** under **RFQ NO. 100-23-07-1718** (the "Project") and has accepted the Bid of the Supplier in the sum of **Three Hundred Forty-Seven Thousand Six Hundred Thirty-Three Pesos (Php 347,633.00)** (hereinafter called "Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents as required by the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part/s of this Agreement, *viz.*:
 - i. Request for Quotation, including the Terms of Reference ("TOR") (**ANNEX "A"**);
 - ii. Winning bidder's bid (**ANNEX "B"**);
 - iii. Notice of Award of Contract, and the Bidder's conforme thereto (**ANNEX "C"**);
 - iv. Other contract documents that may be required by existing laws and/or the Procuring Entity. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, shall likewise form part of the Contract.
2. Supplier shall complete the project in accordance with the Delivery Term specified in the TOR.
3. In consideration for the sum of **Three Hundred Forty-Seven Thousand Six Hundred Thirty-Three Pesos (Php 347,633.00)** the Supplier agrees to deliver the goods and/or perform the services of the contract in accordance with its Bid.
4. The Procuring Entity agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.
5. When the supplier fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by the procuring entity concerned.

6. The Supplier grants the Procuring Entity all rights, title, and interest in and to any and all work product created for and in the course of this project, including all intellectual property rights therein and thereto.
7. The Supplier agrees that all information disclosed by the Procuring Entity during the procurement process and the implementation of this Agreement shall remain the sole and exclusive property of the Procuring Entity.
8. In the exercise of their rights and compliance with the obligations under this Agreement, the Parties shall observe and comply with Republic Act No. 10173, otherwise known as the "Data Privacy Act of 2012", its implementing rules and regulations, as well as all issuances of the National Privacy Commission.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the date first written above.


CITY GOVERNMENT OF PASIG

JCP15 HOME AND OFFICE DECOR TRADING

By:

By:



HON. VICTOR MA. REGIS N. SOTTO
City Mayor



JOHN A. PACIFICAR
Sole Proprietor

Signed in the presence of:

Funds Appropriated:

Funds Obligated:


MS. MA. THERESA B. HERNANDEZ
OIC - City Budget Officer


MS. JUVY A. CUENCO
City Accountant
100-2023-05-1097-1011

Funds Available:

Recommending Approval:


MS. MARITA A. CALAJE
City Treasurer


ERNIE AL O. EDRALIN
Executive Assistant V

ACKNOWLEDGMENT

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

BEFORE ME, a Notary Public for and in the **PASIG CITY**, on this day
~~of~~ **12 0 DEC 2023**, 2023, personally appeared:

Name	Government ID TIN #	Issue and Expiry Date
JOHN A. PACIFICAR	420-784-628	NONE

Known to me to be the same person who executed the foregoing Contract consisting of three (3) 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. 353
Page No. 72
Book No. 4
Series of 2023.

[Signature]
ATTY. LOLITA W. McDONOUGH-LIM
 Notary Public until Dec 31, 2024
 Pasig, San Juan, & Pateros M. Mla.
 Appointment No. 49 (2023-2024)
 PTR No. 01191127/Jan. Co. 2023
 IBP No. 173491/19-22-2022 for the Year 2023/RSM
 MCLE Exemption No. ME-IPD000051
 No. 24423
ACKNOWLEDGMENT
 Pasig City Hall Brgy. San Nicolas, Pasig City

BEFORE ME, a Notary Public for and in the City of Pasig on this day of
~~of~~ **DEC 21 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 three (3) 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. 289
Page No. 59
Book No. XVI
Series of 2023.

[Signature]
ATTY. GERALD P. RUBIO
 Notary Public-Pasig City, San Juan and Pateros
 Until December 31, 2024
 ROLL NO. 84083
 IBP NO. 243415
 PTR No. 9004629
 APPOINTMENT NO. 276(2023-2024)
 MCLE EXEMPTION NO. VIII-BEP002249
 TIN NO. 238-919-765



PASIG
LUNGSOD NG PASIG METRO MANILA

PROCUREMENT MANAGEMENT OFFICE

REQUEST FOR QUOTATION

Date: 11 December 2023

RFQ No.: 100-23-07-1718

Name of Company: _____
 Address: _____
 Name of Store/Shop: _____
 Address: _____
 TIN: _____
 PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure Supply, Delivery, and Installation of Glass Panel Window Blinds in the Pasig Revolving Tower – City Mayor's Office with an Approved Budget for the Contract (ABC) of Php 487,755.42, in accordance with Section 53.9 of the 2016 revised implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Supply, Delivery, and Installation of Glass Panel Window Blinds, - Blind Type: Glass Panel Window Blinds Material: Fabric that can block sunlight and harmful UV rays Color: Beige/ Cream or Ivory Mechanism: With corrosion-resistance properties, complete with accessories Size: W: 5.3 x H: 7.3 38.69 sq. ft. - * Refer to the attached Terms of Reference		34	pcs	7,057.05	239,939.70		
2	Supply, Delivery, & Installation of Glass Panel Window Blinds, - Blind Type: Glass Panel Window Blinds Material: Fabric that can block sunlight and harmful UV rays Color: Beige/ Cream or Ivory Mechanism: With corrosion-resistance properties, complete with accessories Size: W: 5.1 x H: 7.4 37.74 sq. ft. - * Refer to the attached Terms of Reference		36	pcs	6,883.77	247,815.72		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		487,755.42			



DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.

**Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*



OFFICE OF THE CITY MAYOR

TERMS OF REFERENCE

PROJECT TITLE: Supply, Delivery and Installation of Glass Panel Window Blinds for the Pasig Revolving Tower.

I. RATIONALE

The Pasig Revolving Tower intends to procure glass panel window blinds for the two (2) events area (10th floor and 11th floor). The use of the said areas needs glass panel window blinds to mitigate the high temperature caused by sunlight. Also, glass panel window blinds provide greater efficiency in power consumption and helps to maximize the operational level of the air conditioning system.

ii. SCOPE OF WORK

The contractor shall provide the supply, delivery, labor and materials needed for the installation of the newly glass panel window blinds based on the required specifications in accordance with the quality standards and proper placement.

III. MINIMUM TECHNICAL SPECIFICATION

Blind Type	Glass panel window blinds (refer to the existing Pasig Revolving Blinds)
Material	Fabric that can block sunlight and harmful UV rays
Color	Beige/ Cream or Ivory
Mechanism	Heavy duty, complete with accessories

IV. ESTIMATED BUDGET

Five Hundred Thousand Pesos (Php500, 000.00)

V. DIMENSION OF WINDOWS FOR INSTALLATION OF BLINDS

Window Glass Panel Location	Dimension/Glass Panel
10 th floor (34 pieces)	W:5.3 x H:7.3 38.69 sq. ft.
11 th floor (36 pieces)	W:5.1 x H:7.4 37.74 sq. ft.

VI. DELIVERY

1. Delivery and installation of Glass Panel Window Blinds shall be completed within thirty (30) days from the date of Notice to Proceed.
2. All installation works and materials (including mechanism) used shall be guaranteed against all defects for a period of one (1) year after issuance of Certificate of satisfactory Services Rendered and Warranty Security.

Caruncho Avenue, Barangay San Nicolas, Pasig City 1600 Metro Manila
mayorsoffice@pasigcity.gov.ph | 8543-1111 local 1801, 8642-8892



Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

(02) 8643-1111 * (02) 8641-1111 loc 1461 * bidsandawards@pasigcity.gov.ph *
 pasigcity.gov.ph



VII. RESPONSIBILITIES OF THE CONTRACTOR

1. Provide all materials, labor and equipment necessary for the installation that conforms to the quality standards, workmanship and specifications as indicated in the Items III and IV of this TOR.
2. Accomplish the necessary documents (gate pass, work permits and list of personnel & equipment) for permitting and submit to the authorized representative of the Pasig Revolving Tower Administrative Office ("End User") at least five (5) working days prior to the Project Activities.
3. Ensure that drilling/noisy works, if any, shall be minimal, maintain a clean work area, contain all generated waste within the work area and ensure proper disposal after every workday.
4. Perform necessary work as required, subject to proper coordination and approval by the authorized representative of the End-user.
5. Upon delivery and completion of the items or work specified herein, the Contractor shall issue the delivery receipts of all required deliverables, and sales invoice/statement of account/billing statement of the Procuring Entity.


VIII. PAYMENT

One-time payment after the full completion of the project works shall be made upon issuance of Certificate of Acceptance by the Pasig Revolving Tower Administration Office and receipt of Statement of Account/ Billing Statement.

Prepared by:


ALBERT B. VILLANUEVA
 Officer in Charge/Pasig Revolving Tower

Noted by:


ERNIE A. O. EDRALIN
 Executive Assistant V
 Office of the City Mayor

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- 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.
- PhilGEPS Registration Number
- Income Tax Return - 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.
- Accomplished and notarized **Omnibus Sworn Statement** (Form can be downloaded thru <https://www.gppb.gov.ph/downloadable-forms/#tab-61412>)
 - **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

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.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *



pasigcity.gov.ph

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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.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph



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

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.




Conforme:

Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

 (02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *
 pasigcity.gov.ph

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Annex " B "

Home & Office Decor Trading

REQUEST FOR QUOTATION

DECEMBER 12,2023

RFQ No.: 100-23-07-1718

Name of Company: JCP15 HOME AND OFFICE DÉCOR TRADING
 ADDRESS:MAGUYAM,SILANG ,CAVITE
 Name of Store/Shop: JCP15 HOME AND OFFICE DÉCOR TRADING
 Address:MAGUYAM,SILANG,CAVITE
 TIN: 420-784-628
 PhilGEPS Registration Number:

Item No.	Item Description	Brand Name	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit Cost	Total Cost
1	Premium Blackout Composition (KS K 0210): Polyester 100% Width: 280cm Thickness: Solid 0.48mm/ Mesh 0.09mm Weight: 183g/ m2 Packing: 40 m/Roll Repeat: Solid 120mm, Mesh 80mm Color Fastness(ISO 105 B02): Above 7 Grade Coating(SEM Photograph): Non coating Solar Reflection (ASTM E 424-71): 25.60% Solar Transmittance (ASTM E 424-71): 0.10% Solar Absorptance (ASTM E 424-71): 74.30%	LOSA KOREAN BLIND SUPREME BLACK OUT	34	PCS	7057.05	239,939.70	5029.7	171,009.8

	<p>Tensile Strength (ISO 13934-1): Solid: 5300N/5cm, Mesh: 230N/5cm Ultra Violet Blocking (AATCC183): UV-R: 99.9%/ UV-A: 99.9%/ UV-B: 99.9% Ultra Violet Protection Factor (UPF EN 13758-1): > 50</p>							
2	<p>Premium Blackout Composition (KS K 0210): Polyester 100% Width: 280cm Thickness: Solid 0.48mm/ Mesh 0.09mm Weight: 183g/ m2 Packing: 40 m/Roll Repeat: Solid 120mm, Mesh 80mm Color Fastness (ISO 105 B02): Above 7 Grade Coating (SEM Photograph): Non coating Solar Reflection (ASTM E 424-71): 25.60% Solar Transmittance (ASTM E 424-71): 0.10% Solar Absorptance (ASTM E 424-71): 74.30% Tensile Strength (ISO 13934-1): Solid: 5300N/5cm, Mesh: 230N/5cm Ultra Violet Blocking (AATCC183): UV-R: 99.9%/ UV-A: 99.9%/ UV-B: 99.9% Ultra Violet Protection Factor (UPF EN 13758-1): > 50</p>	LOSA KOREAN SUPREME BLACK OUT	36	PCS	6883.77	247,815.72	4906.2	176,632.2
						TOTAL PRICE	347,633	

TOTAL PRICE IN WORDS	THREE HUNDRED FOURTY SEVEN THOUSAND SIX HUNDRED THIRTY THREE PESOS ONLY
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Sir/Madam:

We quote the needed blinds above to be installed and in the delivery of korean blinds at the Pasig Revolving Tower-City Mayor's Office. We hope that you found our price reasonable and advantageous to the city of Pasig.


JOHN A. PACIFICAR
Affiliant

09777663461/09283603883
Contact No.

JCP15 Home and Office Décor Trading
Company Name

420-784-628
Company TIN No.



PASIG

Annex " C "

OFFICE OF THE MAYOR

NOTICE OF AWARD

20 DECEMBER 2023

JCP15 HOME AND OFFICE DECOR TRADING

Block 3 Lot 20, Magnagon Spring Homes,
Brgy. Maguyam, Silang, Cavite

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Supply, Delivery and Installation of Glass Panel Window Blinds in the Pasig Revolving Tower for City Mayor’s Office** under **Request for Quotation No. 100-23-07-1718**, the Bids and Awards Committee resolved to recommend the award of the contract to **JCP15 Home and Office Decor Trading** in the amount of **Three Hundred Forty-Seven Thousand Six Hundred Thirty-Three Pesos (Php 347,633.00)**.

This serves as formal notice of the award of the contract in your favor. You are hereby requested to execute the contract with the City and to submit relevant documents as required under the Implementing Rules and Regulations of R.A. 9184, if any, within ten (10) calendar days upon receipt of this Notice. Failure to execute the contract and to submit relevant documents (as applicable) within the above-mentioned period may result in the cancellation of the award of the contract in your favor.

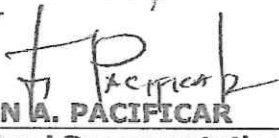
Very truly yours,

VICTOR MA REGIS N. SOTTO

City Mayor

By authority of the City Mayor:


ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: 
JOHN A. PACIFICAR
Authorized Representative
JCP15 HOME AND OFFICE DECOR TRADING

Date: 12-20-23

