

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) **KLEAL ENTERTAINMENT PRODUCTION**, a company duly organized in accordance with and registered under the laws of the Philippines, and with business address at B15 L20 San Francisco St., Cortijos de San Rafael, Barangay Rafael, Rodriguez Rizal, represented in this Act by **ATHENA JON A. OLAEZ** (hereinafter referred to as the "**Supplier**").

WHEREAS, the Procuring Entity invited Bids for the procurement of **STAGE, LIGHTS, AND SOUNDS RENTAL FOR THE BAMBINO FESTIVAL - CULTURAL AFFAIRS AND TOURISM OFFICE** under **RFQ NO. 100-24-01-007** (the "Project") and has accepted the Bid of the Supplier in the sum of **EIGHTY-NINE THOUSAND PESOS (PHP 89,000.00)** (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 **EIGHTY-NINE THOUSAND PESOS (PHP 89,000.00)**, 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

**KLEAL ENTERTAINMENT
PRODUCTION**

By:

By:



HON. VICTOR MA. REGIS N. SOTTO
City Mayor


ATHENA JON A. OLAEZ
Authorized Representative

Signed in the presence of:

Funds Appropriated:

Funds Obligated:


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


MS. JUVY A. CUENCO
City Accountant
100- 2024 0003- 3371

Funds Available:

Recommending Approval:


MS. MARITA A. CALAJE
City Treasurer


CHRISTIAN ALLEN N. ECHECHE
Executive Assistant I

ACKNOWLEDGMENT

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

BEFORE ME, a Notary Public for and in the **PASIG CITY**, on this day of 17 JAN 2024, 2024, personally appeared:

Name	Government ID	Issue and Expiry Date
ATHENA JON A. OLAEZ	POSTAL ID PRN 09 4220457137P	15 AUG 2025

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. 420
Page No. 25
Book No. 01
Series of 2024.

Lolita W. McDonough-Lim
ATTY. LOLITA W. MCDONOUGH-LIM
Notary Public until Dec. 31, 2024
Pasig City and Pateros Metro Manila
Appointment No. 49 (2023-2024)
PTR No. 1504029/Jan. 02, 2024
IBP No. 329439/12-16-2023 for the Year 2024/RSM
MCLÉ Exemption No. VIII-IPD000051
Roll of Attorney No. 34423
G/F Pasig City Hall Brgy. San Nicolas, Pasig City

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Pasig on this day of 19 JAN 2024, 2024, 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. 203
Page No. 02
Book No. 2
Series of 2024.

Gerald P. Rubio
ATTY. GERALD P. RUBIO
Notary Public-Pasig City, San Juan and Pateros
Until December 31, 2024
ROLL NO. 84083
IBP NO. 384108
PTR NO. 1504028
APPOINTMENT NO. 275 (2023-2024)
MCLÉ EXEMPTION NO. VIII-BEP002249
TIN NO. 238-919-765


PROCUREMENT MANAGEMENT OFFICE

REQUEST FOR QUOTATION

Date: 10 January 2024
RFQ No.: 100-24-01-007

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 **Stage, Lights and Sounds Rental for the Bambino Festival – Cultural Affairs and Tourism Office** with an Approved Budget for the Contract (ABC) of **Php 100,000.00**, 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 <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Stage, LED Wall, Lights & Sounds, 1. Stage set up 2. LED Wall 3. Lights & Sounds 4. Roofing Please see attached TOR for the complete details.		1	set	100,000.00	100,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.				Total	100,000.00			
DELIVERY TERM: Please refer to the Terms of Reference.								

**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.*





TERMS OF REFERENCE
for
RENTAL OF STAGE, LED WALL AND LIGHTS AND SOUNDS FOR BAMBINO FESTIVAL

I. SCHEDULE OF THE EVENT

EVENT	DATE OF THE EVENT
BAMBINO FESTIVAL (GRAND PARADE)	January 21, 2024

II. SPECIFICS

Bambino Festival (Grande Parade)

Ingress: January 21, 2024 at 12:00 MN

Egress: January 21, 2024 at 10:00 PM onwards

The production staff shall be composed of the following:

- Program Director
- Technical Director
- Production Coordinator
- Lights Director
- Sound Engineer
- Spinner/DJ

A. PROFESSIONAL SOUND SYSTEM


Qty	Speaker System
06 units	Line array speaker
02 units	sub speaker active
04 units	12" speaker monitor


Qty	Mixing Console and Playback
01 unit	Digital Audio Mixer
01 unit	Laptop for Music Playback

4th Floor, Pasig Revolving Tower
Market Avenue, Barangay San Nicolas, Pasig City, 1600 Metro Manila
Tel: 86430000 – local 1156
csite@pasigcity.gov.ph pasigtourismoffice@gmail.com



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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Qty	Microphone, Cables and Connector
04 units	Wireless microphone
04 units	wired mics with stand
01 box	Mic cable and audio patch cords (aux cord)
01 set	Main line / Breaker
01 box	Extensions and multi-outlet

B. STAGE LIGHTS and SPECIAL EFFECTS

Qty	Lighting Gears and Effects
04 units	Sharpy beam lights
12 units	Amber frontal lights
01 unit	Light controller
01 lot	Cables and connectors
16 units	Par led lights



C. LED WALL

Qty	LED Video Wall
01 unit	LED Display with LED processor Standard Size: 9 ft x 12 ft / 2.5m x 3.5m Panel Size: 0.5m x 0.5m No. of Panels in standard size: 35
01 unit	Video Mixer
01 unit	Audio Mixer
01 unit	Laptop
01 lot	Cables and connectors

4th Floor, Pasig Revolving Tower
Market Avenue, Barangay San Nicolas, Pasig City, 1600 Metro Manila
Tel.: 86430000 – local 1156
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(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *
 pasigcity.gov.ph



D. CAMERA for LIVEFEED

Qty	Camera
02 units	Camera for live feed and livestreaming

E. STAGE

Qty	Stage
01 set	Stage Panels (16ft x 24ft) with stairs

F. ROOFING

Qty	Roofing
01 set	20ft x 30ft Canopy Roofing

III. DELIVERY TERM

One-time shall be the delivery term. Please refer to numerical number / (Schedule of the Event) for the delivery date.

IV. PAYMENT TERM

Shall be a one-time payment.

Prepared by:

Marie Charla A. Espino
Admin Aide IV
Cultural Affairs and Tourism Office

Noted by:

Christian Allen N. Echeche
Officer-in-Charge
Cultural Affairs and Tourism Office

4th Floor, Pasig Revolving Tower
Market Avenue, Barangay San Nicolas, Pasig City, 1600 Metro Manila
Tel: 86430000 – local 1150
info@pasigcity.gov.ph pasigtourismoffice@gmail.com



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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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

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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. BEA THERESE P. VILLANUEVA
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 *

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LUNGGAG NG
PASIG
JERARUS ARA PUG ARA

PROCUREMENT MANAGEMENT OFFICE

REQUEST FOR QUOTATION

Date: 10 January 2024
RFQ No.: 100-24-01-007

Name of Company: KLEAL ENTERTAINMENT PRODUCTION
Address: B15 L20 SAN FRANCISCO ST., CORTIJOS DE SAN RAFAEL, BRGY. SAN ARAFAEL, RODRIGUEZ, RIZAL
Name of Store/Shop: N/A
Address: N/A
TIN: 246-808-970-00000
PhilGEPS Registration Number: 54208

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Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.					Total	100,000.00	PHP 89,000.00	
DELIVERY TERM: Please refer to the Terms of Reference.								

**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.*

IKR- **450** TAON



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for
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Tel: 86430000 - Inland 1116
cultural@pasigcity.gov.ph pasigcitytourism@pasigcity.gov.ph



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Qty	Microphone, Cables and Connector
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(02) 8643-1111 * (02) 8641-1111 loc 1461 * bidsandawards@pasigcity.gov.ph * pasigcity.gov.ph



D. CAMERA for LIVEFEED

Qty	Camera
02 units	Camera for live feed and livestreaming

E. STAGE

Qty	Stage
01 set	Stage Panels (16ft x 24ft) with stairs

F. ROOFING

Qty	Roofing
01 set	20ft x 30ft Canopy Roofing

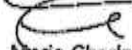
III. DELIVERY TERM

One-time shall be the delivery term. Please refer to numerical number 1 (Schedule of the Event) for the delivery date.


IV. PAYMENT TERM

Shall be a one-time payment.

Prepared by:


Nadie Charla A. Espino
Admin Aide IV
Cultural Affairs and Tourism Office



Noted by:


Christian Allen N. Echeche
Officer-in-Charge
Cultural Affairs and Tourism Office

4th Floor, Pasig Revolving Tower
Merkel Avenue, Barangay San Nicolas, Pasig City, 1600 Metro Manila
Tel: 86430000 – local 1156
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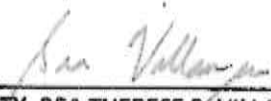
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ATTY. BEA THERESE P. VILLANUEVA
Officer in Charge, Procurement Management Office

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

GENERAL MANAGER
Position

Duly authorized to sign quotation/offer for and on behalf of _____
KLEAL ENTERTAINMENT PRODUCTION
(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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**NOTICE OF AWARD**

16 January 2024

KLEAL ENTERTAINMENT PRODUCTION
 B15 L20 San Francisco St.,
 Cortijos de San Rafael,
 Barangay San Rafael, Rodriguez, Rizal

Dear Sir/Madam:

In connection with the **NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT** for the **Stage, Lights, and Sounds Rental for the Bambino Festival for Cultural Affairs and Tourism Office** under **Request for Quotation No. 100-24-01-007**, the Bids and Awards Committee resolved to recommend the award of the contract to **KLEAL ENTERTAINMENT PRODUCTION** in the amount of **Eighty-Nine Thousand Pesos (Php 89,000.00)**.

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: ATHENA JON A. OLAEZ
 Authorized Representative
**KLEAL ENTERTAINMENT
 PRODUCTION**

Date: 01/17/24

RFQ No. 100-24-01-007 | DCC

