

## CONTRACT



### KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT** entered this **16<sup>th</sup> day of September 2024** in the City of Butuan, Philippines, by and between:

The **PHILIPPINE STATISTICS AUTHORITY (PSA)**, created under Republic Act 10625 with principal office at PSA Complex, East Avenue, Diliman, Quezon City, Philippines with **UNDERSECRETARY CLAIRE DENNIS S. MAPA, Ph.D.**, National Statistician and Civil Registrar General, duly represented in RSSO XIII (Caraga Region), Freeman Building, J.C. Aquino Avenue, Butuan City by **GUILLERMO M. LIPIO, JR.**, Chief Statistical Specialist/ Officer-in-Charge of RSSO Caraga, of legal age, single and a resident of Barangay Bagong Silang II, Washington, Surigao City, Surigao del Norte, Philippines, hereinafter referred to as "**LESSEE**";

– and –

**BALANGHAI HOTEL AND CONVENTION CENTER CORPORATION**, a Corporation duly organized and existing under and by virtue of the laws of the Republic of the Philippines with office address at Bacolod St., Butuan City, represented in this act by its Officer-in-Charge, **IRIS A. LIBARNES** now hereafter referred to as the "**LESSOR**".

### WITNESSETH:

**WHEREAS**, the **LESSEE** will conduct the RSC Complimentary Training on Mastering Data Management: A Guide to Google Sheets and MS Excel on October 15-17, 2024;

**WHEREAS**, the conduct of the RSC Complimentary Training on Mastering Data Management: A Guide to Google Sheets and MS Excel on October 15-17, 2024 within Butuan City and will require a venue including meals (lunch, and dinner) and snacks (AM and PM) and accommodation with complimentary breakfast for 4 participants on 14 October 2024, meals (lunch) and snacks (AM and PM) on 15 to October 17 2024 for 41 participants, and meals (dinner) and accommodation on 17 October for 41 participants;

**WHEREAS**, the PSA finds the lease of venue including meals and accommodation under Section 53.10 of the Implementing Rules and Regulation of Republic Act 9184 most advantageous to the government;

**WHEREAS**, the **LESSOR** for the lease of venue including meals and accommodation is the lowest bidder and passed the qualification requirements set

using the rating form based on the RA 9184, otherwise known as the Government Procurement Reform Act;

**WHEREAS**, the Regional Bids and Awards Committee (RBAC) passed RBAC Resolution No. 470 dated 11 September 2024 recommending for the approval by the Head of the Procuring Entity to declare the bid/quotation of the **LESSOR** as the Single Calculated and Responsive Quotation (SCRQ) and to award the contract in the amount of one hundred twenty-thousand six hundred twenty-five pesos only (PhP120,625.00);

**WHEREAS**, the **LESSEE** issued the Notice of Award to the **LESSOR** dated 16 September 2024;

**NOW, THEREFORE**, and in consideration of the foregoing premises and of terms and conditions hereinafter provided, it is hereby agreed that:

## **I. OBLIGATIONS**

### **A. LESSOR**

1. The **LESSOR** shall provide and deliver the listed items in strict compliance with the inclusions and specifications stipulated in the table in **Annex "A"**:
2. The **LESSOR** shall provide a venue, accommodation, and catering services as specified in the table in **Annex "B"**:
3. The **LESSOR** shall submit a billing statement within three (3) days after providing all the items.

### **B. PSA – RSSO XIII**

1. The **LESSEE** shall pay the contract price to the **LESSOR** in the total amount of one hundred twenty-thousand six hundred twenty-five pesos only (PhP120,625.00);

## **II. DURATION OF CONTRACT**

This contract shall be for the period 14 to 17 October 2024.

## **III. OTHER TERMS AND CONDITIONS**

This Contract of Lease of Venue may be amended or supplemented through the execution of a contract variation. Such variation in the contract shall be effective only on the date and for its period stated therein and provided that both parties agree to the terms and conditions stated. Any contract variation is deemed an integral and amendatory part of this contract.





IN WITNESS WHEREOF, the parties have hereunto, signed and executed this CONTRACT on the 16<sup>th</sup> day of September 2024 at Butuan City, Philippines.

PHILIPPINE STATISTICS AUTHORITY  
FOR THE NATIONAL STATISTICIAN:

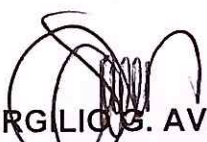
BALANGHAI HOTEL AND  
CONVENTION CENTER  
CORPORATION

By:

  
**GUILLERMO M. LIPIO, JR.**  
(Chief Statistical Specialist)  
Officer-in-Charge  
PSA RSSO XIII (Caraga)


  
**IRIS A. LIBARNES**  
Officer-in-Charge  
Balanghai Hotel and Convention  
Center Corporation

SIGNED IN THE PRESENCE OF:

  
**VIRGILIO G. AVELINA, JR.**  
(Supervising Statistical Specialist)  
Officer-in-Charge, SOCD

  
**LUANNE L. ARCADIO**  
Sales and Marketing Manager  
Balanghai Hotel and Convention  
Center Corporation

CERTIFIED AS TO AVAILABILITY OF FUNDS:

  
**JUNAIDA M. BALBUENA**  
Accountant III  
PSA RSSO XIII (Caraga) - CRASD

Annex "A"

RSC Complimentary Training on Mastering Data Management: A Guide to Google Sheets and MS Excel on October 15-17, 2024		
Item	Inclusions	Technical Specifications
1	Venue	<ul style="list-style-type: none"> <li>• Must be within Butuan City</li> </ul>
2	Function Room	<ul style="list-style-type: none"> <li>• Provision of one function room with the following specifications:</li> <li>• with tables and chairs that can accommodate the number of participants</li> <li>• can allow the use of computers/laptops/tablets and projectors/Infocus</li> <li>• air-conditioned and well-lighted</li> <li>• unlimited purified drinking water with dispenser and coffee</li> <li>• provision of functioning sound system, at least 1 microphone, 1 projector, 1 projector screen, at least 3 extension wires, whiteboard</li> <li>• available for use from 6:00 A.M. to 8:00 P.M. daily</li> <li>• 1 free activity tarpaulin (design to be provided by PSA)</li> </ul>
3	Room Accommodation	Single up to Double room occupancy, separate bed (with 1 meter distance between beds) per person; air-conditioned and well-lighted, free drinking water and with toilet inside (with toiletries, soap, shampoo and dental kit) with complimentary breakfast.
4	Catering Services (AM & PM Snacks, Lunch, and Dinner)	<p style="text-align: center;"><b>(Arrival) 14 October 2024</b></p> <p><b>AM Snacks (4 pax)</b> Choco moist cake, Canned Juice</p> <p><b>Lunch (4 pax)</b> Beef Kare-kare, Grilled tuna belly, Vietnamese Spring Roll, Fish Tinola, Mango Float, Plain Rice, and Iced Tea</p> <p><b>PM Snacks (4 pax)</b> Buko pie, canned juice)</p> <p><b>Dinner (4 pax)</b> Chicken Pandan, Pork Afritada, Sotanghon Guisado, Wonton Soup, Brownies, Plain Rice and softdrink</p> <p style="text-align: center;"><b>(Day 1) 15 October 2024</b></p> <p><b>AM Snacks (41 pax)</b> Chocolate Cake and Canned Juice)</p> <p><b>Lunch (41 pax)</b> Fried pork ribs with lemon sauce, Honey Glazed Tuna, Vegetable Foo Yong, Sweetcorn w/ crabmeat soup, Mango float, Plain Rice, and Summer Cooler with Cucumber Juice</p> <p><b>PM Snacks (41 pax)</b> Siopao and Canned Juice</p>



**RSC Complimentary Training on Mastering Data Management:  
A Guide to Google Sheets and MS Excel on October 15-17, 2024**

Item	Inclusions	Technical Specifications
		<p><b>Dinner (4 pax)</b> Beef Teriyaki, Froast Pork Asado, Pancit Canton C/S, Sweetcorn w/ Crabmeat Soup, Mango float, Plain rice, and Fresh Fruit Juice)</p> <p align="center"><b>(Day 2) 16 October 2024</b></p> <p><b>AM Snacks (41 pax)</b> Puto Maya with Mango and Hot Choco)</p> <p><b>Lunch (41 pax)</b> Beef Stroganoff, Honeyglazed Tuna, Vegetable Foo yong, Sweetcorn w/ crabmeat soup, Plain Rice, Mango Pannacotta, and Summer Cooler with Cucumber Juice</p> <p><b>PM Snacks (41 pax)</b> Siopao and Canned Juice</p> <p><b>Dinner (4 pax)</b> Beef Teriyaki, Froast Pork Asado, Pancit Canton C/S, Sweetcorn w/ Crabmeat Soup, Mango float, Plain rice, and Fresh Fruit Juice</p> <p align="center"><b>(Day 3) 17 October 2024</b></p> <p><b>AM Snacks (41 pax)</b> Choco moist cake, Canned Juice</p> <p><b>Lunch (41 pax)</b> Beef Kare-kare, Grilled tuna belly, Vietnamese Spring Roll, Fish Tinola, Mango Float, Plain Rice, and Fresh Fruit Juice</p> <p><b>PM Snacks (41 pax)</b> Buko pie, canned juice</p> <p><b>Dinner (4 pax)</b> Chicken Pandan, Pork Afritada, Sotanghon Guisado, Wonton Soup, Brownies, Plain Rice and Summer Cooler with Cucumber Juice</p>
5	Additional Requirements	<ul style="list-style-type: none"> <li>• Strong and stable Wifi/Internet connection - data and bandwidth requirement per person/day (8 hours) 3MB/minute; with parking space; whiteboard markers and whiteboard erasers; standby generator".</li> <li>• Provision of free-flowing coffee.</li> <li>• Prohibition on the use of Styrofoam and similar single-use plastics for packaging and catering services.</li> <li>• Reusable food wares such as plates, cutlery, containers, stirrers, mugs, or cups for hot drinks and glasses for water or beverages shall be utilized.</li> <li>• Coffee shall be served in pots instead of powdered coffee in sachets. Condiments shall also be served in reusable bottles, bowls, or dispensers.</li> </ul>

Annex “B”

RSC Complimentary Training on Mastering Data Management: A Guide to Google Sheets and MS Excel on October 15-17, 2024			
Date	Particulars	Unit	Quantity
14 October 2024	AM Snacks	pax	4
	Lunch	pax	4
	PM Snacks	pax	4
	Dinner	pax	4
	Accommodation (with complimentary breakfast)	pax	4
15 to 17 October 2024	Training Venue	function room	1
	AM Snacks	pax	41
	Lunch	pax	41
	PM Snacks	pax	41
	Dinner	pax	4
	Accommodation (with complimentary breakfast)	pax	4



ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)  
PROVINCE OF AGUSAN DEL NORTE)  
BUTUAN CITY -----) S. S.

BEFORE ME, a Notary Public, for and in the City of Butuan and Province of Agusan del Norte, this \_\_\_\_ day of \_\_\_\_\_ 2024, personally appeared the above-named persons with their Community Tax Certificates, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same are their free act and deed and in behalf of the offices they represent.

<u>NAME</u>	<u>CTC NO/ID</u>	<u>ISSUED ON</u>	<u>ISSUED AT</u>
GUILLERMO M. LIPIO, JR.	PSA ID 064927	2018	PSA Manila
VENUS C. MONTILLA	26851270	01/04/2024	Butuan City

This instrument referred to Contract of Lease of Venue consisting of seven (7) pages including this page wherein this acknowledgment is written, signed by the parties and their instrumental witnesses at the foot page at the left margin of each and every page thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this \_\_\_\_ day of \_\_\_\_\_ at the City of Butuan, Philippines.

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Book No.: CCT-1  
Series of 2024

ATTY. JAIME M. CEMBRANO, JR.  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2025  
COMMISSION SERIAL NO. 70-12-2023  
PTR NO. 2577289 1/04/2024 B.C.  
IBP NO. 324907 12/05/2023 B.C.  
ROLL NO. 35269 5/26/1988  
MCLE NO. VII-0029045  
TIN 158-547-202

*[Signature]*

*[Signature]*