Republic of the Philippines
(Republic Act No. 7611)
**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF**

PCSD

# NOTICE OF AWARD

February 20, 2023

**AZ CONCEPTEURT EVENTS STYLING SERVICES**
Represented by its Authorized Representative
Mr. Almunib D. Abdurahim
Purok San Juan Bautista, San Manuel, Puerto Princesa City

Dear Mr. Abdurahim:

The Palawan Council for Sustainable Development Staff (PCSDS) is hereby awarding the contract for the procurement item with details below inclusive of all applicable taxes:

a. Purchase Request No. : **PR No. 23-02-0009**
b. Procurement Title : **Representation Expenses (Catering services for Renewal of MOA with DepED, PSU and PSFI-1 Activity;WomEnvironment)**
c. Contract Amount : Php 28,050.00

You are therefore advised to post the required Performance Security (if applicable) and enter into contract with PCSDS within ten (10) calendar days from receipt of *this notice*. Failure to enter into contract shall constitute a sufficient ground for cancellation of this award.

Thank you.

Very truly yours,

**NIÑO REY C. ESTOYA, MNSA, CESE**
Acting Executive Director and Head of Procuring Entity

*Conforme:*

Mr. Almunib D. Abdurahim
Date: FEB 2 0 2023

Vision: Palawan, an innovative and dynamic global center of sustainable development.
Mission: PCSDS as the driver of environmental conservation and inclusive development in Palawan, a biosphere reserve and science-for-sustainability site, guided by the Strategic Environmental Plan.

HEAD OFFICE:
PCSD Building, Sports Complex Road
Santa Monica Heights, Puerto Princesa City, 5300 Palawan, Philippines
☎ (+6348) 434-4235 Trunkline • (+6348) 434-4234 Telefax
Email: oed@pcsd.gov.ph • Website: www.pcsd.gov.ph | www.pkp.pcsd.gov.ph

# CONTRACT AGREEMENT

THIS AGREEMENT made this **21 February 2023** between Palawan Council for Sustainable Development Staff (PCSDS) (hereinafter called "the Entity") of the one part and **AZ Concepteur Events Styling Services, Purok San Juan Bautista, San Manuel, Puerto Princesa City, Palawan** (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **PR No. 23-02-0009: Representation Expenses (Catering Services for Renewal of MOA with DepED, PSU and PSFI-1 Activity; WomEnvironment)** and has accepted a quotation from the Supplier for the supply of those goods and services in the sum of **Twenty Eight Thousand Fifty Pesos (Php 28,050.00)** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. 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 of this Agreement, *viz.*:

   i. Request for Quotation;
   ii. Schedule of Requirements and Technical Specifications;
   iii. Winning bidder's quotation, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

   Price Quotation Form, including all the documents/statements contained in the Bidder's quotation, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's evaluation of quotation;

   iv. Notice of Award of Contract; and the Bidder's conforme thereto; and

   v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned. **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, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of **Twenty-Eight Thousand Fifty Pesos (Php 28,050.00)** or such other sums as may be ascertained by **AZ Concepteur Events Styling Services** represented by **Almunib D. Abdurahim** agrees to supply **PR No. 23-02-0009: Representation Expenses (Catering Services for Renewal of MOA with DepED, PSU and PSFI-1 Activity; WomEnvironment)** in accordance with his/her/its quotation.

4. **Goods and services will be delivered and/or performed by the Supplier as needed until 31 December 2023** and in accordance with the schedule agreed upon.

NIÑO REY C. ESTOYA, MNSA, CESE

ALMUNIB D. ABDURAHIM

5. The Entity agrees to pay the Supplier the above-mentioned sum in accordance with the terms of the Bidding and based on the actual goods and services delivered and/or performed as billed.

6. In case of breach, the Supplier shall be liable to pay liquidated damages at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

7. If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation. Any and all disputes arising from the implementation of a contract shall be submitted to arbitration in the Philippines according to the provisions of R.A. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004"

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 day and year first above written.

**NIÑO REY C. ESTOYA, MNSA, CESE**
*Acting Executive Director and*
*Head of Procuring Entity*

*for:*

Palawan Council for Sustainable
Development Staff (PCSDS)

**MR. ALMUNIB D. ABDURAHIM**
*Bidder's Representative/Authorized*
*Signatory Affiant*

*for:*

*AZ Concepteur Events Styling Services*

## ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
Puerto Princesa City)

**BEFORE ME,** this FEB 21 2023 at PUERTO PRINCESA CITY personally appeared **NIÑO REY C. ESTOYA, MNSA, CESE** and **MR. ALMUNIB D. ABDURAHIM** with their competent evidence of identity, all known to me and to me known to be the same persons who executed the foregoing instrument which they acknowledged to me to be their free and voluntary act and deed and that of the entities they respectively represent.

This instrument consisting of only three (3) page/s, including this page in which this Acknowledgement is written, duly signed by them and their instrumental witnesses.

**WITNESS MY HAND AND SEAL.**

ATTY. JOSEPH ALLEN P. QUIÑON
NOTARY PUBLIC
COMMISSIONED UNTIL DECEMBER 31, 2023
ROLL NO. 47519/TIN NO. 223-829-182
IBP NO. 001817/PTR NO. 2942859
MCLE NO. VI-0027765

Notary Public

ATTY. JOSEPH ALLEN P. QUIÑON NOTARY PUBLIC ROLL NO. 47519 PUERTO PRINCESA CITY

Doc. No. 13;
Page No. 4;
Book No. 255;
Series of 2023;

Republic of the Philippines
(Republic Act No. 7611)
**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF**

PCSD

# NOTICE TO PROCEED

February 22, 2023

**AZ CONCEPTEURT EVENTS STYLING SERVICES**
Represented by its Authorized Representative
Mr. Almunib D. Abdurahim
Purok San Juan Bautista, San Manuel, Puerto Princesa City

Dear Mr. Abdurahim:

This refers to the Notice of Award of procurement item with details listed below:

a. Winning Bidder : **AZ CONCEPTEURT EVENTS STYLING SERVICES**
b. Purchase Request No. : **PR No. 23-02-0009**
c. Procurement Title : **Representation Expenses (Catering services for Renewal of MOA with DepED, PSU and PSFI-1 Activity;WomEnvironment**
d. Contract Amount : **Php 28,050.00**

In relation thereto, notice is hereby given to the winning bidder that the implementation of the said project shall commence on the same day you have acknowledged the receipt of this Notice. You are expected to perform the terms and conditions stipulated in the attached Contract Agreement.

Please acknowledge receipt of this notice by signing at the portion provided below. Keep a copy and return the original copy to this Palawan Council for Sustainable Development Staff (PCSDS).

For further details, please contact the PCSDS-BAC Secretariat through the following contact details: (a) email: bacpcsd@gmail.com and (b) Tel. No. (+48) 434-4235.

Thank you.

Very truly yours,

**NIÑO REY C. ESTOYA, MNSA, CESE**
Acting Executive Director and Head of Procuring Entity

*Conforme:*

Mr. Almunib D. Abdurahim
Date: FEB 27 2023

Vision: Palawan, an innovative and dynamic global center of sustainable development.
Mission: PCSDS as the driver of environmental conservation and inclusive development in Palawan, a biosphere reserve and science-for-sustainability site, guided by the Strategic Environmental Plan.

HEAD OFFICE:
PCSD Building, Sports Complex Road
Santa Monica Heights, Puerto Princesa City, 5300 Palawan, Philippines
☎ (+6348) 434-4235 Trunkline • (+6348) 434-4234 Telefax
Email: oed@pcsd.gov.ph • Website: www.pcsd.gov.ph | www.pkp.pcsd.gov.ph

Republic of the Philippines
**Palawan Council for Sustainable Development Staff**
**BIDS AND AWARDS COMMITTEE**
PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica,
Puerto Princesa City, Palawan

*Appendix 61*

# PURCHASE ORDER

| 1 | | 2 | |
|---|---|---|---|
| Supplier/Provider | **Almunib D. Abdurahim** | P. O. No. | **23-02-08** |
| | **AZ CONCEPTEUR EVENTS STYLING SERVICES** | P.O Date: | **February 22, 2023** |
| Address | **BM Road San Manuel Puerto Princesa City** | P.R. No. | ***23-02-0009*** |
| TIN | 9616509802 | Mode of Procurement | **NP-Small Value Procurement** |

Suppliers/Contractors/Consultant:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

| 3 | | | |
|---|---|---|---|
| Place of Delivery | Puerto Princesa City, Palawan | Delivery Term: | Delivered at Place |
| Date of Delivery | Within 30 Calendar Days from Receipt of Notice to Proceed | Payment Term: | |

| Item No. | Stock/ Property No. | Unit | Item Description | Cost | | |
|---|---|---|---|---|---|---|
| | | | | Quantity | Unit | Total |
| 1 | | pax | **CATERING SERVICES (SNACKS ONLY) WITHOUT VENUE**<br>1. Renewal of MOA with DepEd, PSU and PSFI-1 Activity; (AM/PM snacks)<br>2. WomEnvironment - GAD Activity - 1 day (AM/Pm snacks) | 165 | ₱170.00 | ₱28,050.00 |
| | | | **Additional specifications:**<br>-Buffet/packed meals and/or snacks<br>-All meals/snacks shall be served with one round of drink/s<br>-Lunch shall include **2 viands (1 meat, 1 fish and 1 vegetable) and rice**<br>-No single-use plastic or styrofoam, if applicable<br>-Delivery term: as scheduled or needed until December 31, 2023<br>-All meals shall be delivered within Puerto Princesa City. if the venue is outside the City Proper. the packed meals/snacks shall still be delivered in Puerto Princesa City | | | |
| | | | | | | |
| | | | **-nothing follows-** | | | |

| Total Amount in Words: | Total: |
|---|---|
| **Twenty Eight Thousand and Fifty Pesos** | **₱28,050.00** |

4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

**ALMUNIB D. ABDURAHIM**
Supplier signature over printed name

Date: FEB 2 2 2023

Very truly yours,

**NIÑO REY C. ESTOYA, MNSA, CESE**
Acting Executive Director and
Acting Head of the Procuring Entity

| | | | |
|---|---|---|---|
| **Fund Cluster:** | | ORS/BURS No. : | |
| **Funds Available:** | | Date of the ORS/BURS: | |
| | | Amount: | |

**FAITH CLAUDINE D. HUSSIN**
Accountant