

CONTRACT OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Contract of Agreement made and entered into this 04 JUN 2025 day of JUNE 2025 at Quezon City, Philippines by and between:

The **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES (PCAF)**, a government agency attached to the Department of Agriculture (DA), created pursuant to Executive Order No. 366, Series of 2004, with office address at the Apacible Hall, Department of Agriculture Compound, Elliptical Road, Diliman, Quezon City, represented in this Act by its **Executive Director III, BERNADETTE B. DE LOS SANTOS**, hereinafter referred to as the **PCAF**;

-and-

XANJI SYNERGY MARKETING CORP. (A&A PLAZA HOTEL), a registered corporation duly organized under Philippine laws and licensed to operate business in the Philippines, with principal office address at National Highway corner Wescom Road, Brgy. San Miguel, Puerto Princesa City, Palawan, represented in this Act by its duly authorized representative, **KEYLLA D. LANQUIN, Sales Account Executive**, hereinafter referred to as the **SUPPLIER**.

WITNESSETH

WHEREAS, PCAF requested the procurement of One (1) Lot Function Hall with meals for the conduct of 2025 PAFC Palawan and HUCAFC Puerto Princesa City meetings on May 13-14, May 15-16, May 29-30, July 3-4, August 14-15, and October 16-17, 2025 in Puerto Princesa, Palawan with approved PR No. 25-04-168;

WHEREAS, the SUPPLIER has represented and warranted itself as capable, competent and duly licensed provider of function hall and meals under the terms and conditions hereinafter set forth;

WHEREAS, PCAF has agreed to enter into a contract with the **SUPPLIER** for the engagement of its services through Negotiated Procurement under Small Value as an alternative mode of procurement pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184;

WHEREAS, the opening of bid was undertaken on 28 April 2025, and after due evaluation by the Bids and Awards Committee (BAC), the **SUPPLIER** was declared as the Lowest Calculated and Responsive Quotation, thus, the BAC recommended to the HOPE to award the above-mentioned procurement to the **SUPPLIER**;

WHEREAS, PCAF issued the Notice of Award to the **SUPPLIER** on 28 April 2025;

NOW THEREFORE, in view of the foregoing premises, the parties have agreed to the following terms and conditions:

Section 1
SCOPE OF SERVICES

The **SUPPLIER** will provide Function hall and meals for a total of **THIRTY-ONE TO THIRTY-FIVE (31-35) Participants** during the PAFC Palawan and HUCAF Puerto Princesa City meetings in Palawan on May 13-14, May 15-16, May 29-30, July 3-4, August 14-15, and October 16-17, 2025.

Section 2
CONTRACT PRICE

For and consideration of the **SERVICES** to be undertaken by the **SUPPLIER**, **PCAF** shall pay the **SUPPLIER** in Philippine Currency in accordance with the Contract the total amount of **FOUR HUNDRED FOUR THOUSAND PESOS ONLY (Php 404,000.00)** inclusive of all applicable government taxes and fees for the whole duration of the event.

Section 3
RESPONSIBILITIES OF THE SUPPLIER

The **SUPPLIER** shall:

1. Provide the necessary function hall and meals for a total of **THIRTY-ONE TO THIRTY-FIVE (31-35) Participants** during the PAFC Palawan and HUCAF Puerto Princesa City meetings in Palawan on May 13-14, May 15-16, May 29-30, July 3-4, August 14-15, and October 16-17, 2025;
2. Be held accountable for all liabilities resulting from damage to properties and lives attributed to the **SUPPLIER's** fault or negligence for the duration of this contract;
3. Hold **PCAF** free from any third-party liability arising from damages to public and private properties, death, or injury to people as a result of any incident attributed to the **SUPPLIER's** fault that may have occurred during the performance of the contract.
4. Ensure that all the services to be performed under or pursuant to this contract shall meet the same high standards as those offered by similar businesses of superior knowledge and skill, engaged in similar services under analogous circumstances;
5. Issue Official Receipts in the name of **PCAF** will be used to facilitate payment to the Supplier. Payment will be released upon completion of the activity and receipt of a valid billing statement from the Supplier.
6. Book **PCAF** for a different date if the event is canceled due to unforeseen circumstances. The new schedule will be mutually agreed upon by both parties.

Section 4
RESPONSIBILITIES OF PCAF

The **PCAF** shall:

1. Ensure that the **SUPPLIER** meets the required specifications on the day of the activity.

2. Pay the **SUPPLIER** the guaranteed number of participants after completion of the activity and upon the receipt of the billing statement;
3. Agree that the total amount of **FOUR HUNDRED FOUR THOUSAND PESOS ONLY (Php 404,000.00)** inclusive of government taxes shall be billed progressively, with payment to be released to the supplier upon receipt of an invoice for each completed event;
4. Exercise strict discipline and ensure that personnel are closely supervised and managed in accordance with the law and policies set forth by the **SUPPLIER**.

Section 5
TERMS OF PAYMENT

The total contract price for the function hall and meals is **FOUR HUNDRED FOUR THOUSAND PESOS ONLY (Php 404,000.00)** inclusive of all applicable government taxes and fees for the whole duration of the event.

Section 6
INCLUSION IN THE SERVICES

The **SUPPLIER** shall provide for the following:

- **Function Hall with meals**

- **Full Board Meals**

- Food at @ 8 days @ 35 pax

- (May 13-14, 2025; May 29-30, 2025; August 14-15, October 16-17, 2025)

- Food at @ 4 days @ 31 pax

- (May 15-16, 2025 and July 3-4, 2025,)

- Location: Palawan**

- Date: May 13-14, May 15-16, May 29-30, July 3-4, August 14-15, and October 16-17, 2025**

- **Inclusions:**

- **MEALS per day (Pack-Breakfast, AM Snacks, Lunch, PM Snacks, and Dinner)**

- 1 meat viand (pork/chicken), 1 vegetable, 1 rice, and 1 drink
 - Snacks with 1 drink
 - Preferably serve locally produced products
 - Seating capacity up to 33 pax for fish bone and/or round table set up, well-lighted, airconditioned, with good ventilation
 - Free use of sound system
 - Free use of electricity
 - Free use of function hall

- **Payment terms: Progressive billing**

- **Inclusive of government tax**

Section 7
USE OF SUPPLIER'S PARKING SPACE

The **SUPPLIER** shall allow the use of its parking space and other hotel amenities to the participants free of charge.

Section 8
TERMINATION OF CONTRACT

PCAF reserves the right to terminate this Contract for any substantial breach committed by the **SUPPLIER** and such breach is not corrected within a reasonable time upon demand, as warranted by the circumstances.

Section 9
VENUE OF ACTION

The parties shall make every effort to resolve amicably and by mutual consultation any or all disputes or differences arising between the Parties in connection with the implementation of this Contract. In case of litigation arising from or in connection with this contract, the parties agree that the venue of action shall be at the proper court in QUEZON CITY ONLY to the exclusion of other courts.

Section 10
CAPACITY AND AUTHORIZATION

Each party in this contract assures and warrants that it has the authority to sign and fulfill the agreement without violating any laws or existing agreements. Additionally, it confirms that the contract is legally binding and enforceable.

Section 11
LIQUIDATED DAMAGES

As provided in Section 68 of the revised IRR of RA 9184, the winning bidder shall pay liquidated damages in case of breach of contract. The amount of liquidated damages shall be 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 contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

Section 12
OTHER CONDITIONS OF THE CONTRACT

In case of damage or loss to the property of the participants of **PCAF** caused by negligence of the **SUPPLIER's** personnel or employee, the **SUPPLIER** shall be liable for the damages;

Necessary medical services and facilities shall be the responsibility and for the account of the **SUPPLIER**; and

The **SUPPLIER** shall exercise extraordinary diligence in the performance of its duties. Additionally, all services rendered under or pursuant to this contract shall adhere to the same high standards as those offered by comparable businesses with superior knowledge and skill operating under similar circumstances.

**Section 13
AMENDMENT**

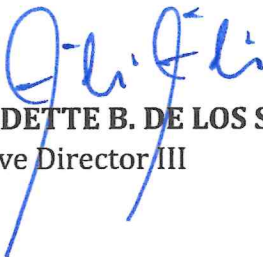
All stipulations set forth in this Contract shall apply unconditionally, subject to amendments that may be mutually agreed by both parties in writing.

04 JUN 2025

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this ____ day of _____ 2025 at Quezon City, Philippines.

**PHILIPPINE COUNCIL FOR
AGRICULTURE AND FISHERIES**
PCAF

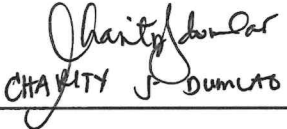
XANJI SYNERGY MARKETING CORP.
(A&A PLAZA HOTEL)
SUPPLIER


BERNADETTE B. DE LOS SANTOS
Executive Director III


KEYLLA D. LANQUIN
Sales Account Executive

SIGNED IN THE PRESENCE OF:


CONCHITA S. DEL ROSARIO
OIC-Chief, Partnership Development Division



CHARITY S. DUMATO

PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES

ALLOTMENT AVAILABLE: ₱404,000.00
BS No. 02101101 2025 - 05 - 0466

FUNDS AVAILABLE: ₱404,000
Control No. 2025-05-0110


JOSE REDENTOR H. BESENIO
Chief, Budget Section


MARIA DIVINA P. GONZALES
Chief, Accounting Section

ACKNOWLEDGEMENT

Republic of the Philippines)
Quezon City) s.s.

QUEZON CITY

04 JUN 2025

Before me, Notary Public, for and in _____ this ____ day of _____ 2025
appeared the following persons presenting to me their respective identifications, to wit:

Affiant	ID	Issued at	Issued on
Bernadette B. De Los Santos	National ID 5407-3824-6983-6058	Baao, Camarines Sur	May 3, 2023
Keylla D. Lanquin	P6445024B	Narra, Palawan	Mar 8, 2021

Both affiants, known to me and whom I have identified through competent evidence of identity, to be the same person who executed the foregoing Contract of Agreement, consisting of six (6) pages, including this page, and acknowledge to me that the same is their free and voluntary act and deed, as well as that of the agency/institution they respectively represent.

WITNESS MY HAND AND SEAL, on the date and place above written.

Notary Public

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Book No. 00011
Series of 2025

ATTY. RIZAL JOSE F. VALMORES
NOTARY PUBLIC
UNTIL DECEMBER 31, 2026
ADM-MATTER NO. 003
PTR NO. 7016197 / 01-02-2025 / Q.C
IBP NO. 472850 / 10-23-2024 / Q.C
ROLL NO. 28435
MCLE NO. VIII-0008500 / 05-07-2024
Add. #473 Boni Serrano Road, Barangay
San Roque, Murphy Quezon City