

CONTRACT OF SERVICE

KNOWN ALL MEN BY THESE PRESENTS:

This Contract of Service made and entered into by and between:

The **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III**, with office and the postal address at Diosdado Macapagal Government Center, Barangay Maimpis, City of San Fernando, Pampanga 2000 and herein represented by its Acting Regional Director, **MARIA THERESA R ESCOLANO, MNSA**, of legal age, Filipino, hereinafter known as the **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III**;

and

THE ORCHIDS GARDEN INC., with office and postal address at Lazatin Boulevard, City of San Fernando, Pampanga Philippines and herein represented by its Authorized Representative, **MR. ALBERT ARCEO** of legal age, Filipino, hereinafter known as the **SERVICE PROVIDER**;

Witnessed

WHEREAS, the **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III** invited bids/quotations for certain goods and ancillary services, viz., Hotel Conference Venue including Meals for the conduct of **Gawad Kalasag Orientation** and has accepted a bid by the **SERVICE PROVIDER**, for the supply of those good and services in the sum of **Sixty Three Thousand Pesos (Php 63,000.00)** only hereinafter called the **"CONTRACT PRICE"**;

NOW, THIS AGREEMENT WITNESSETH as follows:

1. The **SERVICE PROVIDER** shall provide the following services to the **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III**, to wit:
 - a) Use of meeting/conference facilities with the provision of meals (Heavy PM Snacks) for 180 participants on **10 March 2020**;
 - b) Meals must be flexible to the dietary requirements and restrictions of the guest;
 - c) Meal arrangement shall give an allowance of 10% over the guaranteed number of participants;
 - d) Audio-Visual equipment must be free of charge and shall consist of the following: widescreen projectors, microphones, sound system for the duration of conference/meeting;
 - e) Whiteboard with markers and erasers must be free of charge;
 - f) Electric/power consumption of equipments used during the conference/meeting must be free of charge;
2. The **SERVICE PROVIDER** shall charge the **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III** for the guaranteed number of guests or actual number whichever is higher;
3. Any increase in the guaranteed number shall be made not later than 48 hours;
4. The **SERVICE PROVIDER** shall shoulder the fee for the notarization of this contract;
5. The payment due to the **SERVICE PROVIDER**, shall be paid by the **OFFICE OF CIVIL DEFENSE REGIONAL OFFICE III** within thirty (30) days after the receipt of the submitted billing statement/ statement of account;
6. Both parties shall not be liable for failure to comply with this agreement due to force majeure including but not limited to labor disputes, natural disaster, or other causes beyond the control of both parties.


DIR MARIA THERESA R ESCOLANO, MNSA
Acting Regional Director, Office of Civil Defense RO III


MS. ESTELLA MARIE S. SALTA
Chief, Plans and Program Section


MR. ALBERT ARCEO
Authorized Representative


MR. JOMER F. ALIPIO
Witness

NOWHEREFORE, in consideration of the foregoing premises, the parties hereto have agreed to the abovementioned terms and condition;

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their Signature this 09 MAR 2020 at City of San Fernando, Pampanga, Philippines

OFFICE OF CIVIL DEFENSE

THE ORCHIDS GARDEN INC.

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DIR MARIA THERESA R ESCOLANO, MNSA
Acting Regional Director,
Office of Civil Defense RO III

MR. ALBERT ARCEO
Authorized Representative

WITNESSED BY:

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MS. ESTELLA MARIE S. SALTA
Chief, Plans and Programs Section

MR. JOMER F. ALIPIO
Witness

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES
CITY OF City of San Fernando, Pampanga

BEFORE ME, a Notary Public for and in the City of City of San Fernando, Pampanga personally appeared the following persons, presenting their respective evidence of identity, to wit:

Name	Government I.D. No.	Date and Place Issued
DIR MARIA THERESA R ESCOLANO, MNSA		
MR. ALBERT ARCEO	DL C11-96-093408	5/24/18 CLARK

And represented to me that their respective signatures on the foregoing instrument were voluntarily affixed by them for the purposes stated in the instrument and who declared that they have executed the foregoing instrument as their free and voluntary act and deed.

This instrument consists of only two (2) pages, including this page in which this acknowledgement is written, duly signed by the parties and their instrumental witnesses on each and every page hereof

WITNESS MY HAND AND SEAL this 09 MAR 2020 day of _____, 2020 at City of San Fernando, Pampanga, Philippines

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Book No. : VIII
Series OF 2020

ATTY. RYANN T. RUEDA
NOTARY PUBLIC UNTIL 31 DECEMBER 2021
NOTARIAL COMMISSION NO. 02-20
ROLL NO. 54545
IBP MD 2020 NO. 09579/19 DECEMBER 2019/PAMP.
PTR NO. PAM-641 026 B/02 JANUARY 2020/PAMP.
MCLE COMPLIANCE V1-0000092
ADDRESS: RUEDA LAW OFFICE
MAIN ROAD, DIOSDADO MACAPAGAL
GOVERNMENT CENTER, MAIMPIS
CITY OF SAN FERNANDO, PAMPANGA

NOTARY PUBLIC