

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is made and entered into this 22nd day of December 2015 by and between:

The **TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (TESDA)** a national government agency created and existing under and by virtue of Republic Act No. 7796, with principal address at TESDA Complex, East Service Road, South Luzon Expressway, Taguig City, Metro Manila, Philippines, represented herein by its **Director General, SEC. IRENE M. ISAAC**, and hereinafter referred to as the "**FIRST PARTY**";

- and -

ACMI OFFICE SYSTEM PHILIPPINES, INC., a private business entity, registered under the laws of the Republic of the Philippines with business address at 268-A N. Domingo St., Barangay Pasadena, San Juan City, herein represented by its President, **MR. RICHARD ANTHONY S. NGUI**, and hereinafter referred to as the "**SECOND PARTY**".

- WITNESSETH -

WHEREAS, the **FIRST PARTY** through its Bids and Awards Committee (BAC) issued and posted an Invitation to Apply for Eligibility and to Bid (IAEB) in the Philippine Star and in the Philippine Government Electronic Procurement System (PhilGEPS) on 20 October 2015 in compliance with Section 21 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act, for the procurement of starter toolkits for the Special Training for Employment Program (STEP) – re-bidding of four (4) lots;

WHEREAS, during the bid opening, the **SECOND PARTY** was one of the two (2) bidders that was declared eligible to bid since it was able to comply with the eligibility requirements as prescribed by Sections 23 and 25 of the Revised Implementing Rules and Regulations of Republic Act No. 9184;

WHEREAS, the bids of the **SECOND PARTY** for the following lots/qualifications have satisfactorily passed the legal, financial and technical requirements set forth by Republic Act No. 9184 and the bidding documents:

| LOT NO. | QUALIFICATION | AMOUNT OF BID |
|---------|---|-----------------|
| I | Produce Organic Vegetable (Leading to Organic Agriculture Production NC II) | Php1,332,000.00 |
| III | Perform Diesel/Gas Engine Tune Up (Leading to Automotive Servicing NC I) | Php4,422,240.00 |

WHEREAS, after post-qualification prescribed by Section 34 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, the bids offered by the

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SECOND PARTY on the abovementioned lots/qualifications had been found to be the most responsive bids;

WHEREAS, pursuant to Section 34.4 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, the recommendation to award the contract in favor of the **SECOND PARTY** pertaining to the abovementioned lots/qualifications through BAC Resolution No. 14-2015 issued on 26 November 2015 had been elevated by the Director General to the TESDA Board for approval;

WHEREAS, the TESDA Board approved the award of contract to ACMI Office System Philippines, Incorporated in the total amount of **Five Million Seven Hundred Fifty Four Thousand Two Hundred Forty Pesos (Php5,754,240.00)** through Board Resolution No. 2015-12 dated 16 December 2015 for the following lots/qualifications:

| LOT NO. | QUALIFICATION | AMOUNT OF BID |
|---------|---|-----------------|
| I | Produce Organic Vegetable (Leading to Organic Agriculture Production NC II) | Php1,332,000.00 |
| III | Perform Diesel/Gas Engine Tune Up (Leading to Automotive Servicing NC I) | Php4,422,240.00 |

NOW, THEREFORE, for and in consideration of the foregoing, this Agreement is entered into by and between the **FIRST PARTY** and the **SECOND PARTY** with the following covenants, to wit:

GENERAL PROVISIONS:

1. The **SECOND PARTY** shall supply and deliver the items prescribed in the bidding documents and verified through actual inspection by the Technical Evaluation Group (TEG) within ninety (90) calendar days from receipt by the **SECOND PARTY** of the Notice to Proceed;
2. The **FIRST PARTY** shall pay by lot/qualification as the public bidding was done by lot/qualification. However, payment shall only be made after delivery of all the items prescribed in the bidding documents per lot/qualification and acceptance by the **FIRST PARTY** are completed. Since the goods will be delivered to TESDA Regional Offices prescribed in the bidding documents, a team shall be created by the **FIRST PARTY** to look into the delivery of goods by the **SECOND PARTY**. A Certificate of Acceptance as to the completeness of the delivery and compliance with the requirements prescribed by the **FIRST PARTY** shall be issued by the team and must be duly approved by the Regional Director concerned of TESDA before any payment is made in favor of the **SECOND PARTY**. At any rate, payment shall be made in accordance with the government accounting and auditing rules and regulations;
3. The following documents shall be deemed to form and be read and construed as part of this Agreement:

(a) Bidding Documents of the **SECOND PARTY**;



- (b) BAC Resolution No. 14-2015 dated 26 November 2015;
- (c) TESDA Board Resolution No. 2015-12 dated 16 December 2015;
- (d) Notice of Award;
- (e) Performance Security;
- (f) Notice to Proceed;
- (g) Bid Bulletin No. 01 dated 03 November 2015;
- (h) Bid Bulletin No. 02 dated 03 November 2015; and
- (i) Bid Bulletin No. 03 dated 03 November 2015.

4. To guarantee the faithful performance by the **SECOND PARTY** of its obligations, a performance security should have been posted prior to the signing of the contract pursuant to Section 39 of the Revised Implementing Rules and Regulations of Republic Act No. 9184. The performance security shall remain valid until the issuance by the **FIRST PARTY** of the Certificate of Acceptance. The performance security should be posted in favor of the **FIRST PARTY** and shall be forfeited in the event it is established that the **SECOND PARTY** is in default in any of its obligations under the contract.

5. The goods subject of the delivery shall be covered by the provisions of Section 62 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 on warranty. The **SECOND PARTY** hereby warrants that the tools and equipment subject of this Agreement are free from material defects or faulty workmanship under normal use and operation for a period covered by the law. Warranty shall be for one (1) year after acceptance by the procuring entity of the non-expendable goods. In case of expendable goods, the warranty shall be valid for three (3) months after acceptance by the procuring entity of the expendable goods.

The obligation for the warranty shall be covered by either retention money or a special bank guarantee equivalent to at least ten percent (10%) of the total contract price.

Any goods found to be defective which is not due to the normal wear and tear or improper use of the **FIRST PARTY** during warranty period shall be repaired or replaced immediately for free by the **SECOND PARTY**.

6. Any delay in the delivery of goods shall be governed by Section 68 (Liquidated Damages) of the Revised Implementing Rules and Regulations of Republic Act No. 9184. For the procurement of goods, the amount of the liquidated damages shall be at least equal to one-tenth of the one percent (0.1%) of the cost of the unperformed portion of every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.

7. Cost of applicable taxes, deployment and insurance of goods shall be shouldered by the **SECOND PARTY**.

8. The obligations and rights arising from this Agreement shall not be assigned and transferred by the **SECOND PARTY** to any third party without the written consent of the **FIRST PARTY**.

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9. If any dispute or difference of any kind whatsoever shall arise between the Parties in connection with the implementation of this 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 this contract shall be submitted to arbitration in the Philippines according to the provisions of Republic Act No. 876, otherwise known as the "Arbitration Law" and Republic Act No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004". Any cost arising from the arbitration shall be charged against the **SECOND PARTY**.

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 indicated above.

**TECHNICAL EDUCATION AND SKILLS
DEVELOPMENT AUTHORITY**

**ACMI OFFICE SYSTEM
PHILIPPINES, INC.**




SEC. IRENE M. ISAAC
Director General



RICHARD ANTHONY S. NGUI
President

SIGNED IN THE PRESENCE OF:



MARISSA G. LEGASPI
Executive Director
TWSP-PMO



JULIUS RANDOLPH D. GAJUDO
Account Executive

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
MANILA) S.S.

BEFORE ME, a Notary Public for and in the Province/City of
MANILA this DEC 29 2015 2015 personally came and appeared:

| NAME | VALID ID NO. | ISSUED BY |
|-------------------------|--------------|-----------|
| IRENE M. ISAAC | | |
| RICHARD ANTHONY S. NGUI | 33-3496684-6 | SSS |

Known to me and to known to be the same persons who executed the foregoing instrument which they acknowledge before me as their free and voluntary act and deed.

WITNESS MY HAND AND SEAL this DEC 29 2015 day of _____ 2015 at
MANILA

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Page No. 20
Book No. XXXI
Series of 2015

ATTY. JOSELYN BONNE V. VALEROS
NOTARY PUBLIC, ROLL NO. 54515
PTR No. 3827659 Until 12-31-15 Manila
IBP Life No. 723963 Issued on: Aug. 21, 2007
Commission No. 2014-022 Until 12-31-15
Office Add: Imperial Bayfront Tower, 1642 A. Mabini, ~~Manila~~
MCLE NO. IV-0017429 ISSUED ON APRIL 29, 2013
TIN No.: 215-945-713-000



TECHNOLOGICAL EDUCATION AND TRAINING DEVELOPMENT AUTHORITY

Irene M. Isaac

SIGNATURE

IRENE M. ISAAC
Secretary / Director-General
NAME / DESIGNATION

1998-1570
EMPLOYEE CODE

TESDA Complex, East Service Road, South Superhighway,
Taguig City

Home Address

Block 56 Lot 13 Soldier Hills Putata
Muntinlupa City
Residence Tel. No. 892-6918
Mobile No. (0917) 501-1212
Blood Type : O
Birth Date : 05/05/1949
Tax Identification No. 104-460-817
GSIS Policy No. CM435744

In case of Emergency, Please contact:

Emmanuel S Isaac
Block 56 Lot 13 Soldier Hills Putata
Muntinlupa City
(0918) 939-9628

Pilar G. De Leon
PILAR G. DE LEON

DIRECTOR Chief of Services for Administration

