

**CONTRACT AGREEMENT NO. 2022-21**

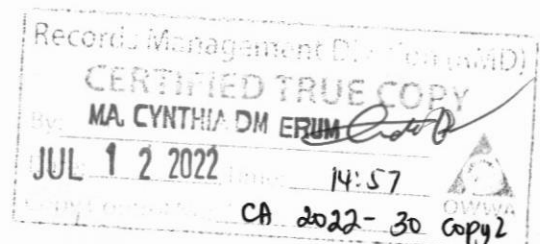
THIS AGREEMENT made the \_\_\_\_\_ day of July 12, 2022 2022 between **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** represented by its **Administrator HANS LEO J. CACDAC** of OWWA Center Building cor. 7<sup>th</sup> Street and F.B. Harrison St., Pasay City, Philippines (hereinafter called "the Entity") of the one part and **ISSI INFORMATION TECHNOLOGIES, INC.** represented by its **Account Executive, Ms. MARY GRACE CASINAS** of Malaya Street, Marikina City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Rental of Six (6) units Desktop Computer for the Period of One (1) Year** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Three Hundred Twenty-four Thousand Pesos (Php324,000.00)** or **Four Thousand Five Hundred Pesos (Php4,500.00)** per unit per month (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.:
  - (a) Terms of Reference;
  - (b) Request for Price Quotation;
  - (c) Eligibility requirements, documents and/or statements;
  - (d) Notice of Award of Contract and the Bidder's conforme thereto;
  - (e) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration for the sum of **Three Hundred Twenty-four Thousand Pesos (Php324,000.00)** or **Four Thousand Five Hundred Pesos (Php4,500.00)** per unit per month or such other sums as may be ascertained, **ISSI INFORMATION TECHNOLOGIES, INC.** agrees to the **Rental of Six (6) units Desktop Computer for the Period of One (1) Year** in accordance with his/her/its Bid.
4. The **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

*Small/Under*



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.


  
**HANS LEO J. CACDAC**  
Administrator *ggg hsm / p  
apl*

For  
**OVERSEAS WORKERS WELFARE  
ADMINISTRATION**

  
**MARY GRACE CASINAS**  
Account Executive


For  
**ISSI INFORMATION  
TECHNOLOGIES, INC.**

Signed in the presence of:

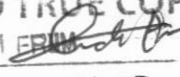

  
**Atty. SHERILYN G. MALONZO**  
Witness

\_\_\_\_\_  
Witness

**CERTIFIED FUNDS AVAILABILITY:**

  
**KAREN JOY B. PADDUYAO**  
Chief, Accounting Division *in*  
₱ 224,000.00

CBN 2022-06-17A

**CERTIFIED TRUE COPY**  
By: **MA. CYNTHIA DM ERIB**   
JUL 12 2022 Time: 14:57   
Copy Control No: CA 2022-30 copy 2

**ACKNOWLEDGMENT**

Republic of the Philippines  
City of QUEZON CITY S.S.

BEFORE ME, a Notary Public for in the City of QUEZON CITY, this JUL 12 2022 day of JULY, personally appeared, **Administrator HANS LEO J. CACDAC** representing **OVERSEAS WORKERS WELFARE ADMINISTRATION** with Passport No. S0011238A issued on 23 AUG 2017 at DFA MANILA, and **MARY GRACE CASINAS** representing **ISSI INFORMATION TECHNOLOGIES, INC.** with Valid ID No. 03-0253253742 issued on \_\_\_\_\_ at \_\_\_\_\_, known to me to be the same persons who executed this foregoing instrument and that they acknowledged to me that the same is their own free act and voluntary deed as well as the free act and purposes therein set forth.

- (a) Terms of Reference;
- (b) Request for Price Quotation;
- (c) Eligibility requirements, documents and/or statements;
- (d) Notice of Award of Contract and the Bidder's conforme thereto;
- (e) Other contract documents that may be required by existing laws and/or the Client.

This instrument, consisting of the abovementioned annexes including the page on which this acknowledgement is written and the documents listed below, refers to an Agreement signed by the parties and their instrumental witness at page 2 and on the left hand margin of each and every page thereof.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my notarial seal at \_\_\_\_\_, Philippines, this JUL 12 2022 day of \_\_\_\_\_, 2022.

*Signature*

Notary Public

ATTY. MA. LUISA R. VALENZUELA  
Notary Public  
Until December 31, 2022

No. 285 (93) NS Amoranto St., Brgy. NS Amoranto QC  
IBP OR NO. 133039MD2022 11-19-2020  
PTR no. 2391793D 01-03-2022 QC  
ROLL OF ATTY. 40864  
ADM. MATTER NO. NO-012 (2021-2022)  
MCLE VI-0024350-April 8, 2019

Doc. No.: 314  
Page No.: 79  
Book No.: 46  
Series of 2022


Records Management Division (RMD)

**CERTIFIED TRUE COPY**

By: MA. CYNTHIA DM. FERRELL

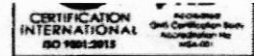
JUL 12 2022 Time: 14:57

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Department of Labor and Employment



**NOTICE OF AWARD**

02 June 2022

**Ms. MARY GRACE CASINAS**  
Account Executive  
**ISSI INFORMATION TECHNOLOGIES, INC.**  
Malaya Street, Marikina City

Dear Ms. Casinas,

Please be informed that your bid proposal received on 28 April 2022 for the **Proposal for the Rental of Six (6) units Desktop Computer for the Period of One (1) Year** with the total contract price of **Three Hundred Twenty-four Thousand Pesos (Php324,000.00)** only, is accepted.

You are hereby required to submit the Omnibus Sworn Statement upon receipt of this Notice within five (5) working days. Your failure to provide the said requirement shall constitute a sufficient ground for cancellation of the award.

Kindly acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the Procurement and Property Management Division of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3<sup>rd</sup> Floor, OWWA Center Building, 7<sup>th</sup> St., corner F.B. Harrison St., Pasay City.

Thank you.

Very truly yours,

**HANS LEO J. CACDAC**  
Administrator

Conforme:

**Ms. MARY GRACE CASINAS**  
Account Executive/ISSI INFORMATION TECHNOLOGIES, INC.  
Date: June 24, 2022



NOTICE TO PROCEED

Date: JUN 21 2022

**Ms. MARY GRACE CASINAS**  
Account Executive  
**ISSI INFORMATION TECHNOLOGIES, INC.**  
Malaya Street, Marikina City

Dear Ms. Casinas,

The attached Contract Agreement having been approved, notice is hereby given to **ISSI INFORMATION TECHNOLOGIES, INC.** that delivery for the **Proposal for the Rental of Six (6) units Desktop Computer for the Period of One (1) Year** may commence within **five (5) calendar days** upon receipt of this notice.

Further, the End-User shall evaluate your company's performance on the basis of delivery, prices, quality and/or service.

Please acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the PPMD of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3<sup>rd</sup> Floor, OWWA Center Building, 7<sup>th</sup> St., corner F.B. Harrison St., Pasay City.

Thank you.

Very truly yours,

**HANS LEO J. CACDAC**  
Administrator

I acknowledge receipt of this Notice on JULY 12, 2022

  
**Ms. MARY GRACE CASINAS**  
Account Executive/ISSI INFORMATION TECHNOLOGIES, INC.