

NOTICE TO PROCEED

14 December 2020

MR. RENATO S. RELAMPAGOS
President,
SUSTAINABLE DEVELOPMENT SOLUTIONS CORP. (DSD)
15th Floor JMT Corporate Condominium, ADB Avenue
Ortigas Center, Pasig City

Dear **Mr. Relampagos**:

Please be informed that you may now proceed as DSWD Consultant under the Contract "Consulting Services for the Conduct of External Spot Check of Pantawid Familyang Pilipino Program Operations (Spot Check 2020)" in the amount of **Seven Million Five Hundred Ninety-Six Thousand Twelve Pesos and Eighty-Seven Centavos (PHP7,596,012.87)**.

This Notice binds you to the Terms of Reference and other conditions of the Contract. The contract duration is 29 weeks commencing upon receipt of this Notice to Proceed. We acknowledge receipt of your Performance Bond in the form of Surety Bond in issued by Alpha Insurance & Surety Company, Inc. in the amount of PHP2,278,803.86.

Kindly affix your signature in the space provided below.

Thank you.

Very truly yours,


ATTY. AIMEE S. TORREFRANCA-NERI
Undersecretary for Operations

Conforme:


MR. RENATO S. RELAMPAGOS

Date accepted: 28 DEC 2020

CONTRACT AGREEMENT

THIS AGREEMENT, made this **11th day of December 2020**, by and between the

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT, a national government agency with principal office address at IBP Road, Constitution Hills, Quezon City, Metro Manila, herein represented by the **Undersecretary AIMEE S. TORREFRANCA-NERI, Office of the Undersecretary for Operations** (hereinafter called the "Procuring Entity") and

SUSTAINABLE DEVELOPMENT SOLUTIONS CORP. (SDS), a corporation duly organized and existing under the laws of the Philippines, with principal office address at 15th Floor, JMT Corporate Condominium, ADB Avenue, Ortigas Center, Pasig City 1605, herein represented by its **President, Mr. RENATO S. RELAMPAGOS** (hereinafter called the "Consultant").

WHEREAS, the Procuring Entity is desirous that the Consultant execute "**Consulting Services for the Conduct of External Spot Check of Pantawid Pamilyang Pilipino Program Operations (Spot Check 2020)**" (REI No. **GOP/20-DSWD-001**) (hereinafter called "the Works"), where four (4) shortlisted consulting firms submitted their bid proposal, and after deliberation of the Bids and Awards Committee (BAC), being the Highest Rated and Responsive Bidder (HRRB), the Procuring Entity has accepted the bid for **Seven Million Five Hundred Ninety-Six Thousand Twelve Pesos and Eighty-Seven Centavos (PhP7,596,012.87)** (hereinafter called "the Contract Price") by the Consultant for the execution and completion of such Consulting Services and the remedying of any defects therein. The Consultant shall perform the Services for a period of **twenty-nine (29) weeks** commencing upon receipt of Notice to Proceed (NTP).

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 hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as part of this Agreement, to wit:

- (a) General and Special Conditions of Contract;
- (b) Terms of Reference (TOR) [Appendix I];
- (c) Supplemental Bid Bulletin No. 4;
- (d) Bid forms, including all relevant documents/statements contained in the Bidder's bidding envelopes, as annexes:

Technical Proposal Forms:

TPF 1. Technical Proposal Submission Form

TPF 2. Consultant's References

TPF 3. Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity [Appendix V]


TPF 4. Description of the Methodology and Work Plan for Performing the Project [Appendix II]

- TPF 5. Team Composition and Task Projects [Appendix III]
- TPF 6. Curriculum Vitae (CV) for Proposed Professional Staff
- TPF 7. Time Schedule for Professional Personnel
- TPF 8. Activity (Work) Schedule
- Financial Proposal Forms: [Appendix IV]
 - FPF 1. Financial Proposal Submission Form;
 - FPF 2. Summary of Costs
 - FPF 3. Breakdown of Price Per Activity
 - FPF 4. Breakdown of Remuneration Per Activity
 - FPF 5. Reimbursables Per Activity – Not Applicable
 - FPF 6. Miscellaneous Expenses
- (e) Minutes of Meeting – Contract Negotiation Report
- (f) Notice of Award of Contract and the Bidder's conforme thereto
- (g) Performance Security posted by the Consultant in the form of Surety Bond issued by Alpha Insurance & Surety Company, Inc. with Bond No. G(16) No. 82846 in the amount of PhP2,278,803.86;

3. In consideration of the payments to be made by the Procuring Entity to the Consultant as hereinafter mentioned, the Consultant hereby covenants with the Procuring Entity to execute and complete the Consulting Services and remedy any defects therein in conformity with the provisions of this Contract in all respects.
4. The Procuring Entity hereby covenants to pay the Consultant in consideration of the execution and completion of the Consulting Services, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.


IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

For the **Department of Social Welfare and Development**





AIMEE S. TORREFRANCA-NERI
Undersecretary for Operations

For the **Sustainable Development Solutions Corp. (SDS)**

By: 
RENATO S. RELAMPAGOS
President
Authorized Representative

-Witnesses-


GEMMA B. GABUYA
Director IV and National Program Manager,
Pantawid Pamilyang Pilipino Program


MA ANGELI S. NUÑEZ
Vice President for Administration
and Finance

Certified funds available:

9/9 12/23/2020
JANINE G. COSINO

Chief, Accounting Division-Special Projects

OR #1 2100-12-01031

P 7,596,012.87

Republic Of The Philippines)
Quezon City) S.S.

BEFORE ME, a Notary Public for and in Quezon City, on this 28 day of DECEMBER 2020, personally appeared the following with their respective proof of Identification;

AIMEE S. TORREFRANCA-NERI ID Type/No. : DSW D 10 | 18-0267
Place Issued : Quezon City
Date Issued : 18 December 2018

RENATO S. RELAMPAGOS ID Type/No. : Passport/ No. ~~P4833805B~~ 253 0873A
Place Issued : DFA NCR Northeast, MANILA
Date Issued : 17 February 2020 ~~30 JAN 2020~~

Both known to me to be the same people who executed the foregoing instrument and who acknowledge to me that the same is their own free will and voluntary act and deed.

This agreement consisting of three (3) pages signed by the parties and their instrumental witnesses in all pages refer to an AGREEMENT for the "Consulting Services for the Conduct of External Spot Check of Pantawid Pamilyang Pilipino Program Operations (Spot Checks 2020)" (REI No. GOP/20-DSWD-001) by the CONSULTANT.

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

NOTARY PUBLIC

Atty. PAUL ANTHONY A. TACORDA
Notary Public for and in Quezon City, Metro Manila
Admin. No. NP-127 (2020-2021)
Valid until December 31, 2021, Quezon City
Roll of Attorney No. 71435
ISP No. 999143, 12/17/19, Quezon City Chapter
MCLE Compliance No. VI - 0020289
PTR No. 9297490C, 01/03/2020, Quezon City

Doc. No. 1603
Page No. 340
Book No. 4
Series of 2020