

## MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is made and entered into this 3<sup>rd</sup> day of October 2016 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. GUILING A. MAMONDIONG**, 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 10 May 2016 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) for FY 2016 – Phase II;

**WHEREAS**, during the bid opening, the **SECOND PARTY** was the lone bidder which was declared to be 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.	QUALIFICATIONS	AMOUNT OF BID
1	Produce Organic Vegetable (Leading to Organic Agriculture Production NC II)	Php205,200.00
2	Raise Organic Chicken (Leading to Organic Agriculture Production NC II)	Php107,000.00
3	Raise Small Ruminants (Leading to Animal Productions NC II)	Php50,610.00
4	Raise Swine (Leading to Animal Production NC II)	Php121,800.00

<b>LOT NO.</b>	<b>QUALIFICATIONS</b>	<b>AMOUNT OF BID</b>
5	Perform Diesel/Gas Engine Tune Up (Leading to Automotive Servicing NC I)	<b>Php4,579,890.00</b>
6	Perform Preventive Maintenance On Motorcycle Mechanical and Electrical System (Leading to Motorcycle/Small Engine Servicing NC II)	<b>Php8,138,520.00</b>
7	Perform Underchassis Preventive Maintenance (Leading to Automotive Servicing NC II)	<b>Php398,840.00</b>
8	Service Automotive Battery (Leading to Automotive Servicing NC II)	<b>Php632,700.00</b>
9	Service Automotive Electrical (Leading to Automotive Servicing NC II)	<b>Php1,661,520.00</b>
10	Service Engine Mechanical Components (Leading to Automotive Servicing NC II)	<b>Php3,191,960.00</b>
11	Service Ignition System (Leading to Automotive Servicing NC II)	<b>Php1,041,590.00</b>
12	Service Power Train Components (Leading to Automotive Servicing NC II)	<b>Php71,100.00</b>
13	Service Small Engine System and Components (Leading to Motorcycle/Small Engine Servicing NC II)	<b>Php7,520,500.00</b>
14	Test and Repair Wiring & Lighting System (Leading to Automotive Servicing NC II)	<b>Php754,020.00</b>
15	Carpentry NC II	<b>Php1,565,100.00</b>
16	Construction Painting NC II	<b>Php719,680.00</b>
17	Install Pre-Cast Balusters and Handrail (Leading to Masonry NC II)	<b>Php253,920.00</b>
18	Install Wiring Devices/Install Lighting System (Leading to Electrical Installation and Maintenance NC II)	<b>Php9,863,170.00</b>
19	Masonry NC I	<b>Php1,661,520.00</b>
20	Perform Single Unit Plumbing Installation and Repair Maintenance Work (Leading to Plumbing NC II)	<b>Php788,400.00</b>
21	Pipefitting NC II	<b>Php425,400.00</b>
22	Plaster Concrete/Masonry Surface (Leading to Masonry NC II)	<b>Php535,440.00</b>
23	Tile Setting NC II	<b>Php1,616,250.00</b>

<b>LOT NO.</b>	<b>QUALIFICATIONS</b>	<b>AMOUNT OF BID</b>
24	Maintain and Repair Audio/Video Products and Systems (Leading to Consumer Electronics Servicing NC II)	Php400,400.00
25	Maintain and Repair Electronically-controlled Domestic Appliances (Leading to Consumer Electronics Servicing NC II)	Php972,400.00
26	Maintain and Repair Cellular Phones (Leading to Consumer Electronics NC II)	Php1,139,905.00
27	Dressmaking NC II	Php4,923,400.00
28	Tailoring NC II	Php239,000.00
29	Hilot (Wellness Massage) NC II	Php5,672,676.00
30	Perform Body Massage (Leading to Beauty Care NC II)	Php733,392.00
31	Perform Facial Make-Up (Leading to Beauty Care NC II)	Php626,290.00
32	Perform Facial Treatment (Leading to Beauty Care NC II)	Php1,100,125.00
33	Perform Foot Spa (Leading to Beauty Care NC II)	Php754,000.00
35	Perform Manicure and Pedicure (Leading to Beauty Care NC II)	Php634,846.00
36	Perform Haircutting Services (Leading to Hairdressing NC II)	Php1,191,100.00
37	Perform Hair Coloring/Bleaching Services (Leading to Hairdressing NC II)	Php584,200.00
38	Perform Hair Perming and Straightening (Leading to Hairdressing NC II)	Php875,700.00
39	RAC Servicing DOM/RAC NC II	Php1,159,400.00
40	Troubleshoot and Repair Transport Airconditioning System (Leading to Transport RAC Servicing NC II)	Php501,160.00
41	Service and Maintain Transport Airconditioning Unit (Leading to Transport RAC Servicing NC II)	Php411,400.00
42	Shielded Metal Arc Welding (SMAW) NC I	Php26,219,200.00
43	Process Food by Salting, Curing and Smoking (Leading to Food Processing NC II)	Php2,456,800.00
44	Process Foods by Fermentation and Pickling (Leading to Food Processing NC II)	Php822,000.00
45	Process Foods by Sugar Concentration (Leading to Food Processing NC II)	Php938,000.00

LOT NO.	QUALIFICATIONS	AMOUNT OF BID
46	Bread Making (Leading to Bread and Pastry Production NC II)	Php8,250,500.00
47	Cake Making (Leading to Bread and Pastry Production NC II)	Php3,889,600.00
48	Pastry Making (Leading to Bread and Pastry Production NC II)	Php7,021,300.00
49	Prepare and Cook Hot Meals (Leading to Cookery NC II)	Php4,840,940.00
50	Prepare Cold Meals (Leading to Cookery NC II)	Php2,947,010.00
51	Service Consumer Electronic Products and Systems (Assembly of Solar Nightlight and Post Lamp)	Php1,436,600.00
<b>TOTAL</b>		<b>Php126,645,474.00</b>

**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 **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. 15-2016 issued on 27 June 2016 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 **One Hundred Twenty-Six Million Six Hundred Forty-Five Thousand Four Hundred Seventy-Four Pesos (Php126,645,474.00)** through Board Resolution No. 2016-12 dated 21 September 2016 for the following lots/qualifications:

LOT NO.	QUALIFICATIONS	AMOUNT OF BID
1	Produce Organic Vegetable (Leading to Organic Agriculture Production NC II)	Php205,200.00
2	Raise Organic Chicken (Leading to Organic Agriculture Production NC II)	Php107,000.00
3	Raise Small Ruminants (Leading to Animal Productions NC II)	Php50,610.00
4	Raise Swine (Leading to Animal Production NC II)	Php121,800.00
5	Perform Diesel/Gas Engine Tune Up (Leading to Automotive Servicing NC I)	Php4,579,890.00

<b>LOT NO.</b>	<b>QUALIFICATIONS</b>	<b>AMOUNT OF BID</b>
6	Perform Preventive Maintenance On Motorcycle Mechanical and Electrical System (Leading to Motorcycle/Small Engine Servicing NC II)	<b>Php8,138,520.00</b>
7	Perform Underchassis Preventive Maintenance (Leading to Automotive Servicing NC II)	<b>Php398,840.00</b>
8	Service Automotive Battery (Leading to Automotive Servicing NC II)	<b>Php632,700.00</b>
9	Service Automotive Electrical (Leading to Automotive Servicing NC II)	<b>Php1,661,520.00</b>
10	Service Engine Mechanical Components (Leading to Automotive Servicing NC II)	<b>Php3,191,960.00</b>
11	Service Ignition System (Leading to Automotive Servicing NC II)	<b>Php1,041,590.00</b>
12	Service Power Train Components (Leading to Automotive Servicing NC II)	<b>Php71,100.00</b>
13	Service Small Engine System and Components (Leading to Motorcycle/Small Engine Servicing NC II)	<b>Php7,520,500.00</b>
14	Test and Repair Wiring & Lighting System (Leading to Automotive Servicing NC II)	<b>Php754,020.00</b>
15	Carpentry NC II	<b>Php1,565,100.00</b>
16	Construction Painting NC II	<b>Php719,680.00</b>
17	Install Pre-Cast Balusters and Handrail (Leading to Masonry NC II)	<b>Php253,920.00</b>
18	Install Wiring Devices/Install Lighting System (Leading to Electrical Installation and Maintenance NC II)	<b>Php9,863,170.00</b>
19	Masonry NC I	<b>Php1,661,520.00</b>
20	Perform Single Unit Plumbing Installation and Repair Maintenance Work (Leading to Plumbing NC II)	<b>Php788,400.00</b>
21	Pipefitting NC II	<b>Php425,400.00</b>
22	Plaster Concrete/Masonry Surface (Leading to Masonry NC II)	<b>Php535,440.00</b>
23	Tile Setting NC II	<b>Php1,616,250.00</b>
24	Maintain and Repair Audio/Video Products and Systems (Leading to Consumer Electronics Servicing NC II)	<b>Php400,400.00</b>

<b>LOT NO.</b>	<b>QUALIFICATIONS</b>	<b>AMOUNT OF BID</b>
25	Maintain and Repair Electronically-controlled Domestic Appliances (Leading to Consumer Electronics Servicing NC II)	<b>Php972,400.00</b>
26	Maintain and Repair Cellular Phones (Leading to Consumer Electronics NC II)	<b>Php1,139,905.00</b>
27	Dressmaking NC II	<b>Php4,923,400.00</b>
28	Tailoring NC II	<b>Php239,000.00</b>
29	Hilot (Wellness Massage) NC II	<b>Php5,672,676.00</b>
30	Perform Body Massage (Leading to Beauty Care NC II)	<b>Php733,392.00</b>
31	Perform Facial Make-Up (Leading to Beauty Care NC II)	<b>Php626,290.00</b>
32	Perform Facial Treatment (Leading to Beauty Care NC II)	<b>Php1,100,125.00</b>
33	Perform Foot Spa (Leading to Beauty Care NC II)	<b>Php754,000.00</b>
35	Perform Manicure and Pedicure (Leading to Beauty Care NC II)	<b>Php634,846.00</b>
36	Perform Haircutting Services (Leading to Hairdressing NC II)	<b>Php1,191,100.00</b>
37	Perform Hair Coloring/Bleaching Services (Leading to Hairdressing NC II)	<b>Php584,200.00</b>
38	Perform Hair Perming and Straightening (Leading to Hairdressing NC II)	<b>Php875,700.00</b>
39	RAC Servicing DOM/RAC NC II	<b>Php1,159,400.00</b>
40	Troubleshoot and Repair Transport Airconditioning System (Leading to Transport RAC Servicing NC II)	<b>Php501,160.00</b>
41	Service and Maintain Transport Airconditioning Unit (Leading to Transport RAC Servicing NC II)	<b>Php411,400.00</b>
42	Shielded Metal Arc Welding (SMAW) NC I	<b>Php26,219,200.00</b>
43	Process Food by Salting, Curing and Smoking (Leading to Food Processing NC II)	<b>Php2,456,800.00</b>
44	Process Foods by Fermentation and Pickling (Leading to Food Processing NC II)	<b>Php822,000.00</b>
45	Process Foods by Sugar Concentration (Leading to Food Processing NC II)	<b>Php938,000.00</b>
46	Bread Making (Leading to Bread and Pastry Production NC II)	<b>Php8,250,500.00</b>

LOT NO.	QUALIFICATIONS	AMOUNT OF BID
47	Cake Making (Leading to Bread and Pastry Production NC II)	Php3,889,600.00
48	Pastry Making (Leading to Bread and Pastry Production NC II)	Php7,021,300.00
49	Prepare and Cook Hot Meals (Leading to Cookery NC II)	Php4,840,940.00
50	Prepare Cold Meals (Leading to Cookery NC II)	Php2,947,010.00
51	Service Consumer Electronic Products and Systems (Assembly of Solar Nightlight and Post Lamp)	Php1,436,600.00
<b>TOTAL</b>		<b>Php126,645,474.00</b>

**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 all 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. 15-2016 dated 27 June 2016;
  - (c) TESDA Board Resolution No. 2016-12 dated 21 September 2016;
  - (d) Notice of Award;
  - (e) Performance Security;
  - (f) Notice to Proceed; and
  - (g) Bid Bulletin No. 01 dated 19 May 2016;
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**.
9. The **SECOND PARTY** shall comply with the provisions of the law on working conditions and labor standards.
10. 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**

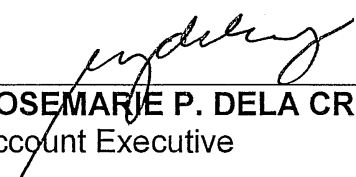
**ACMI OFFICE SYSTEM  
PHILIPPINES, INC.**

  
\_\_\_\_\_  
**GUILING A. MAMONDIONG**  
Director General/Secretary

  
\_\_\_\_\_  
**RICHARD ANTHONY S. NGUI**  
President

**SIGNED IN THE PRESENCE OF:**

  
\_\_\_\_\_  
**ROSANNA A. URDANETA**  
Deputy Director General  
Policies and Planning

  
\_\_\_\_\_  
**ROSEMARIE P. DELA CRUZ**  
Account Executive

**ACKNOWLEDGEMENT**

REPUBLIC OF THE PHILIPPINES)  
MANILA ) S.S.

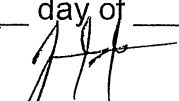
BEFORE ME, a Notary Public for and in the Province/City of \_\_\_\_\_ this OCT 05 2016 2016 personally came and appeared:

NAME	VALID ID NO.	ISSUED BY
<b>GUILING A. MAMONDIONG</b>	1998-9850	TESDA
<b>RICHARD ANTHONY S. NGUI</b>	33-349 6684-6	JPS

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 OCT 05 2016 day of \_\_\_\_\_ 2016 at  
MANILA

Doc. No. 310  
Page No. 62  
Book No. XXXVII  
Series of 2016

  
**ATTY. JOSELYN BONNIE V. VALEROS**  
NOTARY PUBLIC, ROLL NO. 54515  
PTR No. 4912213, Issued on 12-22-15 Manila  
IBP Life No. 723963 Issued on: Aug. 21, 2007  
Commission No. 2016-099, Issued on 04-06-16 Manila Unit 12-33-33  
Office Add: Imperial Bayfront Tower, 1642 A. Mabini, Manila  
MCLE NO. V-0927298 ISSUED ON JUNE 14, 2016  
The Notary Public Seal