

CONTRACT AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This Contract Agreement, made and entered into by and between:

The **OFFICE OF CIVIL DEFENSE**, a government agency with principal office and postal address at Camp General Emilio Aguinaldo, Quezon City herein represented by its Administrator, **USEC. RICARDO B. JALAD**, of legal age, Filipino, hereinafter known as the **“OCD”**;

-and-

ISABEL M. TIU / TUV Rheinland Philippines Inc. with office and postal address at G/F La Fuerza Building 1, 2241 Don Chino Roces Ave., Makati City and herein referred to as the **“CERTIFICATION BODY”**;

RECITALS

WHEREAS, the **OCD** engages the **CERTIFICATION BODY** to perform the services herein after referred to and agrees to perform these services;

NOW, THEREFORE, THE PARTIES hereby agree as follows:

1. SERVICES

The Certification Body shall perform the services specified in the Approved Purchase Request No. PDPS (2021-006-001) and Request for Quotation (RFQ) No. PDPS-0721-001 which all form as integral part of this Contract and shall be referred to as **“Audit”**;

2. SCOPE OF WORK


The ISO Certification Body shall conduct the following ISO 9001:2015 QMS Audit separately for the three (3) Regional Offices, namely: **OCD CAR, OCD BARMM, and OCD RO8.**

- Initial / certification audit: Stage 1 Audit and Stage 2 Audit;
- Issue respective ISO 9001:2015 Certificate to OCD Regional Offices upon satisfactory compliance to the standard;

3. DURATION OF ENGAGEMENT, TIMELINE, AND LEVEL OF EFFORT

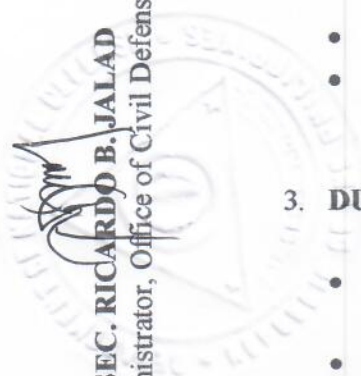
- The Audit of the Certification Body will be engaged within a year. The project is expected to commence upon receipt of the Notice to Proceed;
- The conduct of initial assessment will take place in 2021 or upon commencement of engagement. Stage 1 Audit will be conducted upon mutual agreement of the parties, while Stage 2 Audit is conducted within two (2) months after the Stage 1 Audit;


CHARLES MARVIN C. CHUA
WITNESS


ISABEL M. TIU
Authorized Representative,
TUV Rheinland Philippines Inc.


DIR. SUSANA G. JUANGCO
Director, Policy Development and Planning Service


USEC. RICARDO B. JALAD
Administrator, Office of Civil Defense



- The engagement of the Certification Body will end after the issuance of the ISO 9001:2015 certificate to the three (3) OCD Regional Offices;

4. REQUIRED TYPE OF CERTIFICATION

The certification audit to be provided shall be separate for each of the target OCD Regional Office;

5. PAYMENT TERMS

For the Audit rendered pursuant to Annex "B" Price Quotation Form of the Request for Quotation (RFQ) No. PDPS-0721-001, the contract price shall be in the amount of **Two Hundred Eighty-One Thousand Four Hundred Pesos (PhP281,400.00)** only;

Terms of payment shall be in three (3) equal amounts of Ninety-Three Thousand Eight Hundred Pesos (PhP93,800.00) per Completed Regional Office Audited;

6. PERFORMANCE STANDARD

The Certification Body shall undertake to perform the Audit with the highest standards of professional and ethical competence and integrity;

7. CONFIDENTIALITY

The Certification Body shall directly report to the End-user (PDPS) on all matters relative to this engagement;

The Certification Body shall not, during the term of this Contract and within two years thereafter, disclose any proprietary or confidential information relating to the Audit rendered without prior consent of the OCD;

8. OWNERSHIP OF MATERIAL

Any document prepared by the Certification Body for the OCD under this Contract shall belong to and remain as property of the OCD. The Certification Body may retain a copy of such documents exclusively for record purposes only;


9. DISPUTE RESOLUTION

Any and all disputes arising from the implementation of this Contract shall be submitted to arbitration in accordance with the provisions of R.A. 876 otherwise known as the "Arbitration Law" and R.A. 9285 otherwise known as the "Alternative Dispute Resolution Act of 2004";

In case of a court suit arising from any dispute, controversy/claim, and the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts;

In case of court actions, herein parties agree that the venue shall only be at Quezon City;


CHARLES MARVIN C. CHUA
 WITNESS


ISABEL M. TIU
 Authorized Representative,
 TUV Rheinland Philippines Inc.


DIR. SUSANA G. JUANGCO
 Director, Policy Development and Planning Service


USEC. RICARDO B. JALAD
 Administrator, Office of Civil Defense

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

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their Signature this SEP 08 2021 at QUEZON CITY, Philippines.

OFFICE OF CIVIL DEFENSE

CERTIFICATION BODY

By:

By:

USEC. RICARDO B. JALAD
Administrator, Office of Civil Defense



ISABEL M. TIU
Authorized Representative

SIGNED IN THE PRESENCE OF:

DIR. SUSANA G. JUANGCO
Director, Policy Development and Planning
Service, OCD

Charles Marvin C. Chua
Key Account Manager

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF QUEZON CITY) S.S.

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

Table with 3 columns: Name, Government I.D., Date & Place Issued. Rows for USEC. RICARDO B. JALAD and ISABEL M. TIU.

And represented to me that their respective signatures on the foregoing instrument were voluntarily affixed by them for 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 three (3) 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 SEAL this SEP 08 2021 day of QUEZON CITY, Philippines.

Doc. No. : 364
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Book No. : 21

ATTY. RUBEN M. AÑAS, JR.
NOTARY PUBLIC
PTR NO. 0694960, Jan. 4, 2021 Quezon City
IBP No. 132791 Nov. 17, 2020 QC Chapter
Roll of Attorney's No. 40421
Admin Matter No. 004
MCLE NO. VI-0030360/02-18-2020
TIN: 140-394-386-000
Complex Camp Crame, Q.C