

**CONTRACT AGREEMENT**  
**(Gardening and General Forest Care Services)**

THIS AGREEMENT made this AUG 13 2024 between **JOHN HAY MANAGEMENT CORPORATION**, with office address at John Hay Special Economic Zone, Baguio City, Benguet, Philippines (hereinafter called "**JHMC**") of the one part and **MCKLEENE PREMIUM PRODUCTS, INC.**, a corporation organized and existing under and by virtue of the laws of Republic of the Philippines, holding office at # 16 General Luna Street, San Fernando, La Union, (hereinafter called "**SERVICE PROVIDER**") of the other part;

WHEREAS, **JHMC** invited Bids for services, particularly procurement of Gardening and General Forest Care Services, and has accepted a Bid by the **SERVICE PROVIDER** for the said services in the sum of **One Million Seven Hundred Ninety Nine Thousand Five Hundred Ninety Six Pesos and 74/100(PhP1,799,596.74)** (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 :
  - i. Philippine Bidding Documents (PBDs);
    - a. Scope of Services;
    - b. General and Special Conditions of Contract; and
    - c. Supplemental or Bid Bulletins, if any
  - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;  
  
Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - iii. Performance Security;
  - iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
  - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed shall likewise form part of the Contract.
3. In consideration for the sum of **One Million Seven Hundred Ninety Nine Thousand Five Hundred Ninety Six Pesos and 74/100(PhP1,799,596.74)** or such other sums as may be ascertained, **SERVICE PROVIDER** agrees to deliver the services in accordance with his Bid.
4. **JHMC** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

MARYANN C. DADAG

ENGR. EDITHA M. MEJIA

MA. LUZA A. RULLAN

ATTY/MARLO IGNACIO V. QUADRA

5. To ensure continuing compliance with tax laws pursuant to Executive Order No. 398:
- a. The **SERVICE PROVIDER** shall pay taxes in full and on time, failure to do so will entitle **JHMC** to suspend payment.
  - b. The **SERVICE PROVIDER** is likewise required to submit, prior to the execution the Agreement, a tax clearance from the Bureau of Internal Revenue (BIR) as well as a copy of her income and business tax returns duly stamped and received by the BIR and duly validated with the tax payments made thereon.
6. **Employment Relations.** There shall be no employer-employee relationship between **JHMC** and the **SERVICE PROVIDER**.

The **SERVICE PROVIDER** represents and acknowledges that the Services being engaged and offered to **JHMC** are strictly for and in relation to the specified Project of **JHMC**.

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.

**JOHN HAY MANAGEMENT CORPORATION**

By: 

**ATTY. MARLO IGNACIO V. QUADRA**  
*President and CEO*

Board Resolution No. 2024-82-149

Dated Aug 12, 2024

**MCKLEENE PREMIUM PRODUCTS, INC.**

By: 

**MA. LUZ A. RULLAN**  
*General Manager*

Signed in the presence of:

  
**ENGR. EDITHA M. MEJIA**  
*Environment Manager, JHMC*

  
**MARYANN C. DADAG**  
*Administrative Officer, MPPI*

Certified Availability of Funds:

CAF No.: CAF 24-08-146

BUR No.: 02-2024-08-0790

  
**JOSEPHINE Q. TECAN**  
*Accountant, JHMC*

ACKNOWLEDGEMENT

Republic of the Philippines)  
Baguio City ) S.S.

BEFORE ME, a Notary Public in and for Baguio City, personally appeared the following:

| NAME                          | IDENTIFICATION DOCUMENT            | DATE/PLACE OF ISSUE    |
|-------------------------------|------------------------------------|------------------------|
| Atty. Marlo Ignacio V. Quadra | Driver's License No. A11-98-004083 | Until October 22, 2024 |

He is known to me to be the same person who executed the foregoing instrument and he acknowledged to me that the signature he affixed confirms his own free act and the entity he represents.

This Contract consisting of four (4) pages including the pages where the separate Acknowledgments are stated, relates to the Contract Agreement for Gardening and General Forest Care Services between John Hay Management Corporation and McKleene Premium Products, Inc. The Party and his witness signed in the proper spaces and the left margin of every page.

SIGNED AND SEALED on AUG 13 2024, at Baguio City, Philippines.

Doc. No. 480 ;  
Page No. 97 ;  
Book No. I ;  
Series of 2024.

ATTY. MARY ELLEN S. CABUHAT

Notary Public for and in Baguio City

Notarial Commission valid until 31 December 2025

IBP No. 407458; 01/08/2024

PTR No. 6181437; 01/12/2024

Roll of Attorneys No. 55866

MCLE Compliance No. VII-0004316 valid until 04/14/2025

ACKNOWLEDGEMENT

Republic of the Philippines )  
San Fernando City, La Union) S.S.

BEFORE ME, a Notary Public in and for AUG 14 2024, personally appeared the following:

| NAME              | IDENTIFICATION DOCUMENT | DATE/PLACE OF ISSUE                       |
|-------------------|-------------------------|-------------------------------------------|
| MA. LUZ A. RULLAN | SSS No. 01-0276531-1    | March 1999<br>San Fernando City, La Union |

She is known to me to be the same person who executed the foregoing instrument and she acknowledged to me that the signature she affixed confirms her own free act and the entity she represents.

This Addendum consisting of four (4) pages including pages where the separate Acknowledgments are stated, relates to the Contract Agreement for Gardening and General Forest Care Services between John Hay Management Corporation and McKleene Premium Products, Inc. The Party and her witness signed in the proper spaces and the left margin of every page.

SIGNED AND SEALED on AUG 14 2024, at San Fernando City, La Union, Philippines.

Doc. No. 435 ;  
Page No. 88 ;  
Book No. LXXVI ;  
Series of 2024.

**ANDRE H. DACANAY**  
Notary Public of San Fernando City, La Union  
Commission No. 136-2023  
Until December 31, 2025  
3/F, Rm. 307, Diocesan Center, CSFLU  
PTR No. 2402848; 01 / 02 / 2024  
IBP No. 324500; 12 / 04 / 2023  
Roll No. 38362; TIN: 159 - 132 - 249



**SECRETARY'S CERTIFICATE**

REPUBLIC OF THE PHILIPPINES) Sc.

~~BAGUIO CITY~~

I, **TEDDY ESTEBAN F. RIGOROSO**, of legal age, married, with office address in Rigoroso Galindez Rabino Laron & Maristela Law Offices, 901 Fil Garcia Tower, 140 Kalayaan Avenue, Diliman, Quezon City, Metro Manila, Philippines, being the Corporate Secretary of the John Hay Management Corporation (JHMC), after having been duly sworn in accordance with law, hereby CERTIFY, that during the 254<sup>th</sup> Regular Meeting of the JHMC Board of Directors held on 12 August 2024 in the Board Room, JHMC Office Building, Camp John Hay, Baguio City, where a quorum was present, upon motion made and duly seconded, the Board passed and approved the following resolution:

*John Hay Management Corporation  
Board Resolution No. 2024-812-149*

Resolve, as it is hereby resolved, that the John Hay Management Corporation ("JHMC") Board of Directors hereby:

- 1) Approves the Contract for Gardening and General Forest Care Services;
- 2) Authorizes the JHMC President and Chief Executive Officer, Atty. Marlo Ignacio V. Quadra, to sign the Contract for and on behalf of JHMC; and

Resolved, finally, that this Resolution shall take effect immediately on 12 August 2024 and shall supersede all prior JHMC resolutions, instructions, memoranda, circulars, or instruments inconsistent herewith.

This certification is being issued subject to the final approval of the Minutes of the 12 August 2024 JHMC Board meeting.

IN WITNESS WHEREOF, I have set my hand this 14 day of AUG 2024 in BAGUIO CITY

**ATTY. TEDDY ESTEBAN F. RIGOROSO**  
Corporate Secretary

SUBSCRIBED AND SWORN TO before me this 14 day of AUG 2024 in BAGUIO CITY  
affiant exhibiting to me his IBP Identification Card No. 42240.

**ATTY. MARY ELLEN S. CABUAT**

Notary Public for and in Baguio City,  
Notarial Commission valid until 31 December 2025

IBP No. 407458; 01/08/2024

PTR No. 6181437; 01/12/2024

Roll of Attorneys No. 55866

MCLE Compliance No. VII-0004316 valid until 04/14/2025

John Hay Special Economic Zone  
P.O. Box 1088, Baguio City 2600  
Philippines

A member of The **BCDA** Group  
"National Development through Good Corporate Governance"

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