

**CONTRACT AGREEMENT**  
**(Consulting Services for a Third Party to Conduct the**  
**JHMC Customer Satisfaction Measurement for CY 2025)**

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THIS AGREEMENT made this FEB 13 2025 between **JOHN HAY MANAGEMENT CORPORATION**, with office address at John Hay Special Economic Zone, Camp John Hay, Baguio City (hereinafter called "**JHMC**") of the one part and **ASIAN CENTER OF EDUCATION, RESEARCH AND TUTELAGE INNOVATION, INC.**, with office address at Unit 3318 Admiral Baysuites, Aldecoa St., Barangay 701, Malate, Manila (hereinafter called the "**Consultant**") of the other part;

WHEREAS, **JHMC** is desirous that the **Consultant** execute the contract agreement for the Consulting Services for the engagement of a Third Party to Conduct the JHMC Customer Satisfaction Measurement for CY 2025 (hereinafter called "**the Works**") and **JHMC** has accepted the bid for **Three Hundred Ninety Eight Thousand Six Hundred Eighty Six Pesos (PhP398,686.00)** by the Consultant for the execution and completion of such Consulting Services and the remedying of any defects therein.

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 integral part of this Agreement, *viz.*:
  - i. Request for Proposal;
  - ii. Terms of Reference;
  - iii. Winning bidder's bid, including the Eligibility requirements, and all other documents or statements submitted.
3. In consideration of the payments to be made by the **JHMC** to the **Consultant** as hereinafter mentioned, the **Consultant** hereby covenants with **JHMC** to execute and complete the Consulting Services and remedy any defects therein in conformity with the provisions of this **Consultant** in all respects.
4. **JHMC** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

**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

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

for:  
**JOHN HAY MANAGEMENT CORPORATION**

  
**MARK ANTHONY M. VELASCO**  
*Executive Director*

for:  
**ASIAN CENTER OF EDUCATION, RESEARCH AND TUTELAGE INNOVATION, INC.**

Signed in the presence of:

  
**LEA C. QUISOBEN-MAGUILAO**  
*Corporate Planning Manager, JHMC*

  
**CHEENO MARLO D. SAYUNO**  
*Executive Director*

Certified Availability of Funds:

CAF No.: CAF 25-02-009

BUR No.: 02-2025-02-0040

JOSEPHINE Q. TECAN  
Accountant, JHMC

ACKNOWLEDGMENT

ATTY. MARLO IGNACIO V. QUADRA

Republic of the Philippines)  
Baguio City ) SS.

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

Name	Identification Document	Date/ Place of Issue
ATTY. MARLO IGNACIO V. QUADRA	Passport No. P6493947A	03/21/2018 DFA Baguio City

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 three (3) pages including this where the acknowledgment is stated, relates to the Contract Agreement for Consulting Services for Water Surveys within Camp John Hay between JHMC and ASIAN CENTER OF EDUCATION, RESEARCH AND TUTELAGE INNOVATION, INC. The Party and its witness signed in the proper spaces and the left margin of every page.

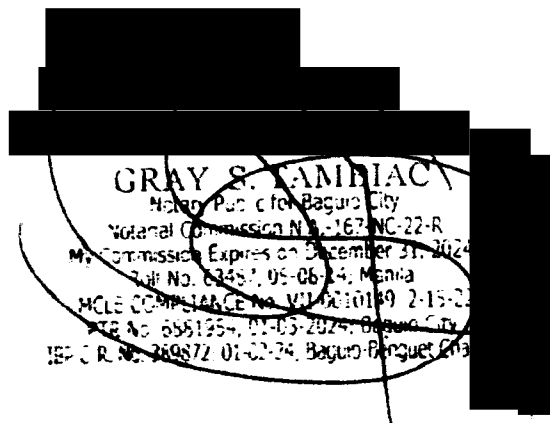
SIGNED AND SEALED on FEB 13 2025 in Baguio City, Philippines.

Doc. No. 45  
Page No. 9  
Book No. 11  
Series of 2025.

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

SUBSCRIBED AND SWORN TO before me this JAN 18 2024 day of \_\_\_\_\_ 2024 in BAGUIO CITY  
affiant exhibiting to me his IBP Identification Card No. 42240.

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**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 247<sup>th</sup> Regular Meeting of the JHMC Board of Directors held on 15 January 2024 at Hotel Celeste, 02 San Lorenzo Drive corner A Arnaiz Avenue, San Lorenzo Village, Makati 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. 2024-0115-007*

Resolve, as it is hereby resolved, that the John Hay Management Corporation ("JHMC") Board of Directors hereby authorizes the JHMC President and Chief Executive Officer to approve and sign the following:

- 1) Terms of Reference, Scope of Services, and Program of Works with amounts not more than Five Hundred Thousand Pesos (P500,000.00);
- 2) Bids and Awards Committee ("BAC") Resolutions, on behalf of the Head of Procuring Entity ("HOPE"), for the alternative methods of procurement specified in the Annual Procurement Plan and with amounts not more than Five Hundred Thousand Pesos (P500,000.00);
- 3) Contracts, for and on behalf of JHMC, involving procurements under Alternative Methods of Procurement with amounts not more than Five Hundred Thousand Pesos (P500,000.00); and

Resolved, finally, that this Resolution shall take effect immediately on 15 January 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 15 January 2024 JHMC Board meeting

IN WITNESS WHEREOF, I have set my hand this JAN 18, 2024 day of 2024 in BAGUIO CITY

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