



Republic of the Philippines  
**Philippine State College of Aeronautics**  
**Bids and Awards Committee**

**CONTRACT AGREEMENT**

**Rebidding of the Procurement of Document Management Solution  
with Hardware**

*PB2024 – Goods – 22*

THIS AGREEMENT made on 29<sup>th</sup> day of November 2024 between the **PHILIPPINE STATE COLLEGE OF AERONAUTICS** (hereinafter called “the Entity”) of the one part and **MASTER’S STEWARDS INFORMATION TECHNOLOGY SOLUTIONS INC.** (herein after called “the Supplier”) of the other part.

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly for the **REBIDDING OF THE PROCUREMENT OF DOCUMENT MANAGEMENT SOLUTION WITH HARDWARE** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **SEVEN MILLION EIGHT HUNDRED FIFTY FOUR THOUSAND SEVEN HUNDRED NINETY ONE PESOS (PHP 7,854,791.00)** (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. Schedule of Requirements;
    - b. Technical Specifications;
    - c. General and Special Conditions of Contract; and
    - d. Supplemental or Bid Bulletins, if any

- ii. Winning bidder’s bid including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statement 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, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

*[Handwritten signature]*

*[Handwritten signature]*



## Rebidding of the Procurement of Document Management Solution with Hardware

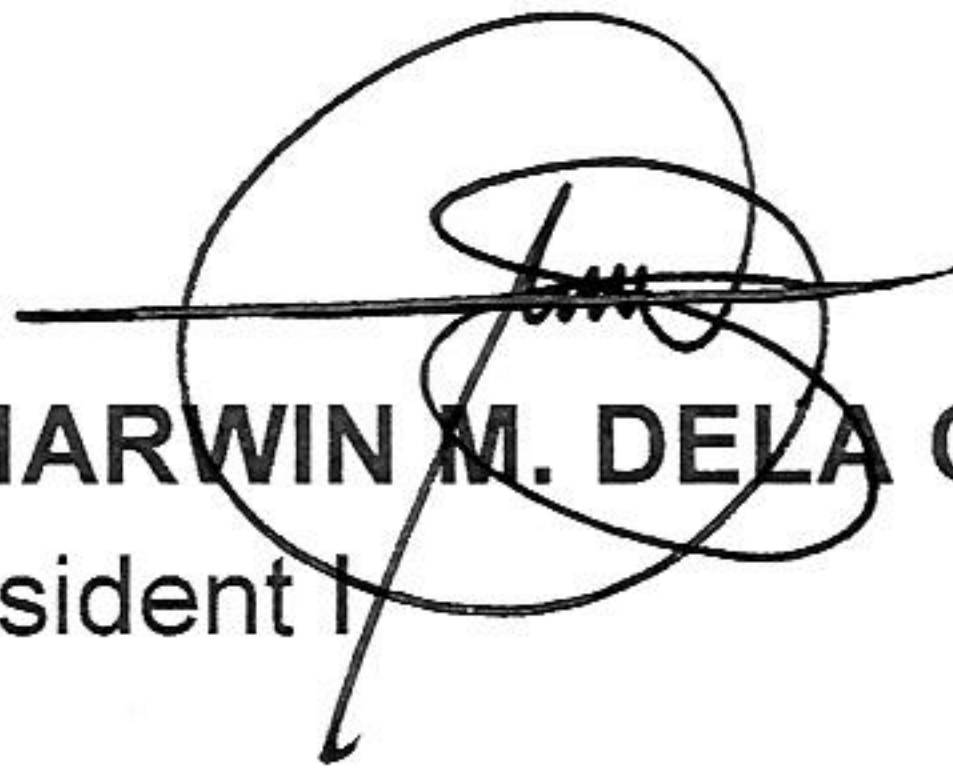
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3. In consideration for the sum of **SEVEN MILLION EIGHT HUNDRED FIFTY FOUR THOUSAND SEVEN HUNDRED NINETY ONE PESOS (PHP 7,854,791.00)** or such other sums as may be ascertained, **MASTER'S STEWARDS INFORMATION TECHNOLOGY SOLUTIONS INC.** agrees to deliver the goods and services in accordance with his/her/its Bid.
4. The **PHILIPPINE STATE COLLEGE OF AERONAUTICS** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.
5. The **MASTER'S STEWARDS INFORMATION TECHNOLOGY SOLUTIONS INC.** must pay **PhilSCA** liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods or services scheduled for delivery or performance for every day of delay. The liquidated damages will be imposed until such goods or services are finally delivered or performed and accepted by **PhilSCA**.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the law of the Republic of the Philippine on the day and year first above written.

**PHILIPPINE STATE COLLEGE OF  
AERONAUTICS**

by:



**PROF. MARWIN M. DELA CRUZ, Ph.D.**  
SUC President I

**MASTER'S STEWARDS INFORMATION  
TECHNOLOGY SOLUTIONS INC**

by:



**MARY-ANN CABAL-SOLENO**  
Authorized Representative



**ASST. PROF. ARON J. ALOJADO**  
Head, MIS (End-User)

Witnesses:



**ANTONIO SOLENO**  
Corporate Secretary

Funds Available:



**MR. LUCIO S. MATA, JR., CPA**  
College Accountant



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**ACKNOWLEDGEMENT**

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

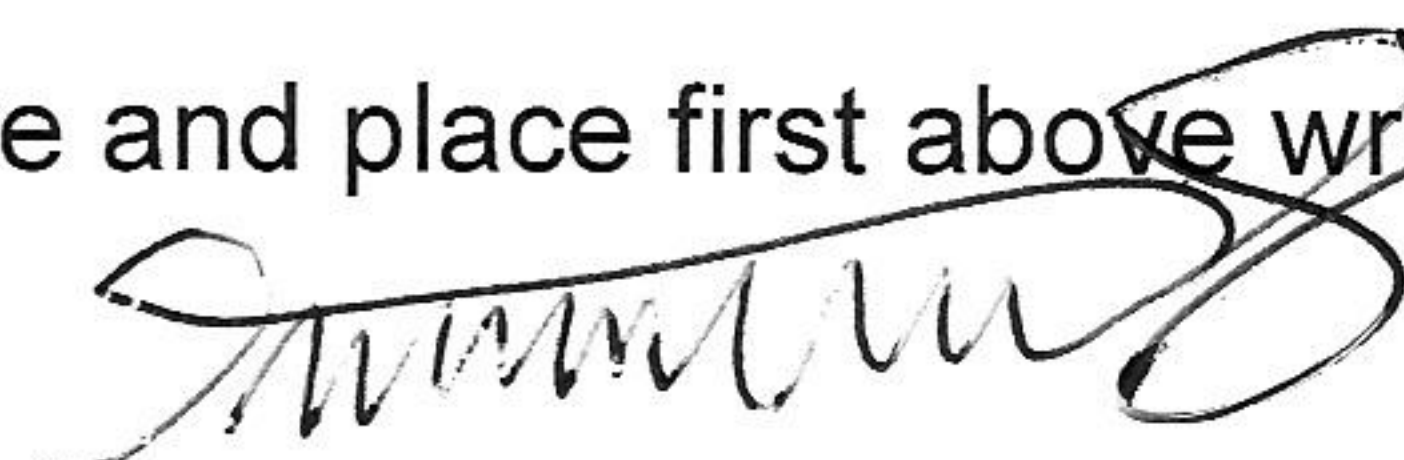
BEFORE ME, a Notary Public for and in QUEZON CITY this 02 DEC 2024 day of \_\_\_\_\_, 2024, personally appeared.

Name	Gov't issued Identification	Issued at / Date
PROF. MARWIN M DELA CRUZ, Ph. D.	PSCAB-SUCPRES1-2-1998	Pasay City / 09/26/2017
MARY ANN CABAL-SOLENO	P4933287B	DFA NCR EAST

Known to me and known to be the same persons who executed the foregoing document and acknowledged to me that same is their free and voluntary act and deed and that of the corporation being represented. The foregoing instrument is an AGREEMENT consisting of three (3) pages (exclusive attachments), including this page on which this acknowledgement is written and signed by the parties hereto and their instruments witnesses on the lefthand margin of each and every page hereof.

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

Doc. No. 60  
Page No. 17  
Book No. xxii  
Series of 2024

  
**Atty. DONATO C. MANGUIAT**  
Notary Public

Commission No. NP-030 (Expires Dec. 31, 2025)  
IBP No. 376983, December 27, 2023 QC  
PTR No. 5555055, January 2, 2024 QC  
Attorney's Roll No. 34845  
MCLE Compliance VII No. 0019777  
Issued on May 31, 2022, Valid Until April 14, 2025