

**CONTRACT
FOR RENTAL OF PHOTOCOPIING MACHINES
FOR THE GSIS CENTRAL OFFICE – CY 2017**

This Contract is made and executed on this 03 APR 2017 day of _____ 2017 at Pasay City, Philippines, by and between:

The **GOVERNMENT SERVICE INSURANCE SYSTEM**, a social insurance institution created under Commonwealth Act No. 186, as amended, and operating under its present Charter, Republic Act No. 8291, otherwise known as the GSIS Act of 1997, with principal office address at the GSIS Headquarters Building, Financial Center Area, Pasay City, represented herein by **ATTY. RACQUEL D. DE GUZMAN-BUENSALIDA**, Senior Vice President, Corporate Services Group, hereinafter referred to as the “**GSIS**”;

and

OTUS COPY SYSTEMS, INCORPORATED, a private corporation duly organized and operating under the laws of the Philippines, with its principal place of business at UD9 David II Bldg., Wack-Wack Greenhills East, Mandaluyong City, represented herein by **ERWIN C. MANARPIIS**, *GM for South Manila Operations*, hereinafter referred to as the “**LESSOR**”.

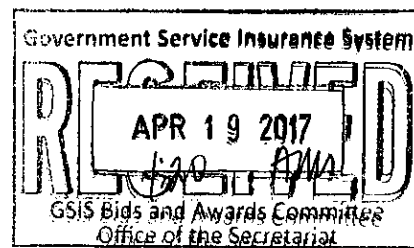
RECITALS

WHEREAS:

1. The **GSIS** invited Bids for the one (1) lot rental of FORTY (40) units of photocopying machines, hereinafter the “**MACHINES**” to improve the efficiency of its operations and delivery of services.
2. The **LESSOR** submitted the Single Calculated and Responsive Bid, representing that it has the resources and the capability to meet the requirements as defined under the Official Bid Documents, and the **GSIS** has accepted said Bid.

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties have agreed and stipulated as follows:

1. The following Official Bid Documents shall be deemed integral parts of this Contract:
 - 1.1. Request for Proposal;
 - 1.2. Instruction to Bidders;
 - 1.3. Bid Data Sheet;
 - 1.4. Supplemental Bid Bulletin;
 - 1.5. Bid Form and Price Schedule submitted by the LESSOR;
 - 1.6. Schedule of Requirements;
 - 1.7. Technical Specifications;
 - 1.8. Term of Reference;
 - 1.9. General Conditions of the Contract;
 - 1.10. Special Conditions of the Contract; and
 - 1.11. Notice of Award.



3

The Official Bid Documents and this Contract contain all the agreements of the parties and replace and supersede any understanding, communications and representations, whether verbal or written, between the parties.

2. The words, terms and phrases stated in this Contract shall have the same meanings as are respectively assigned to them under the Official Bid Documents.
3. In consideration of the Contract Price to be paid by the **GSIS**, the **LESSOR** hereby covenants with the **GSIS** to provide the **MACHINES** and to remedy the defects therein in conformity with the Official Bid Documents and this Contract.
4. The **GSIS** shall pay the Contract Price at the time and in the manner prescribed by the Official Bid Documents and this Contract. It is understood that all applicable taxes, including Documentary Stamp Tax (DST), if any, shall be borne by the **LESSOR**. For this purpose, the **LESSOR** acknowledges that the **GSIS** is not a withholding agent for DST and hereby undertakes and commits itself to make direct payments to the BIR of any DST that may be imposed in the execution and/or performance of this Contract.
5. Any damage to the systems, facilities and equipment of the **GSIS** due to the negligence, theft or pilferage, directly or indirectly, caused by the **LESSOR's** personnel shall be immediately repaired, restored or replaced by the **LESSOR** for its own account. If the **LESSOR** fails to carry out such repair, restoration or replacement within ten (10) days from the request of the **GSIS**, any expenses for such repair, restoration or replacement made by the **GSIS** shall be for the account of the **LESSOR** to be deducted from the Contract Price.
6. During the effectivity of this Contract, the **LESSOR** shall not assign or transfer the covered **MACHINES** without the prior written consent of the **GSIS**. Any act in violation of this provision shall be sufficient ground for the termination of this Contract.
7. The parties are independent entities and no agency, partnership, joint venture, employment or formal business arrangement of any kind is created by this Contract. Neither shall the personnel or employees of the **LESSOR** be deemed employees of the **GSIS**. Hence, the **GSIS** shall not in any way be liable or responsible for any personal injuries or damages, including death, sustained or caused by any of the employees of the **LESSOR**.
8. In the event that the **LESSOR** fails to perform its contractual obligations within the agreed period as specified in this Contract, the **GSIS** shall deduct from the Contract Price, as liquidated damages, a sum equivalent to at least one-tenth of one percent (0.1%) of the cost of the unperformed portion of the contract per day of delay but not to exceed ten percent (10%) of the Contract Price. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the Contract Price, the **GSIS** may rescind the contract, without prejudice to other course of action and remedies available to it under the law and equity. The damages herein provided are fixed and the **GSIS** shall not be required to adduce proof thereof.
9. Should the **GSIS** be constrained to file a case to obtain relief against the **LESSOR**, the latter shall be liable to pay an amount equivalent to twenty percent (20%) of that amount claimed in the complaint as attorney's fees, aside from the costs of litigation and other expenses which the **GSIS** is entitled to recover from the **LESSOR**; provided, however, that in an action brought by the **LESSOR** for whatever cause arising under this Contract, should it be adjudged not to be entitled to the relief sought, the **GSIS** as the

prevailing party shall be entitled to such reasonable attorney's fees, costs of litigation and other costs it may have incurred by reason of such action.

10. The **LESSOR** shall defend, indemnify and hold harmless the **GSIS**, the members of its Board of Trustees, its officials, agents and employees, against all claims, losses, liabilities and damages, and to pay all claims, judgments, awards, costs and expenses arising out of or in connection with the **LESSOR's** acts or omissions, unless such claims are due solely to the negligence of the **GSIS**. Costs inclusive of expert witness fees and other legal expenses shall be charged against the account of the **LESSOR**.
11. If any term, condition or any part of the provisions of the Official Bid Documents and this Contract is determined to be invalid, void or unenforceable to any extent, such term, condition or provision shall be severed from the remaining provisions which shall continue to be valid and enforceable to the fullest extent permitted by law.
12. Any action arising from arbitration or other modes of dispute settlement under the Official Bid Documents and this Contract shall be brought by the aggrieved party exclusively before the proper court in the City of Pasay.
13. This Contract and the Official Bid Documents shall be subject to the pertinent provisions of R.A. No. 9184, otherwise known as the Government Procurement Reform Act, its Revised Implementing Rules and Regulations, and other related laws, rules and regulations.

IN WITNESS WHEREOF, the parties have duly executed this Contract on the date and place first above written.

**GOVERNMENT SERVICE INSURANCE
SYSTEM**

**OTUS COPY SYSTEMS,
INCORPORATED**

By:

By:

ATTY. RACQUEL DE GUZMAN - BUENSALIDA
*Senior Vice President
Corporate Services Group*

ERWIN C. MANARPIIS
*General Manager
South Manila Operations*

SIGNED IN THE PRESENCE OF:

EVANGELINA M. MANILA
*Officer IV
Records Management Department
Government Service Insurance System*

JOEY A. FRANCISCO
*Vice President
and GM for North Operations
Otus Copy Systems, Incorporated*

Certified Funds Available
Php 2,214,000.00
(01 April to 31 December 2017)

**Certified Included in the GSIS 2017
Annual Procurement Plan**

MANUEL P. ANG
Vice President, Controller Group -
IT Systems Maintenance and Other
Accounting Services Office

ROMEO G. DE LUNA, JR.
Officer in Charge
GBAC Secretariat

Php 2,952,000.00 (1 January to 31 December 2018)
Php 2,952,000.00 (1 January to 31 December 2019)

ACKNOWLEDGMENT

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

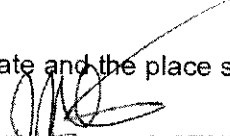
BEFORE ME, a Notary Public for and in the City of _____, this 03 APR 2017 day of _____ 2017, personally appeared:

| <u>Name</u> | <u>Government-Issued ID</u> | <u>Date/Place of Issuance</u> |
|---|-----------------------------|-----------------------------------|
| ATTY. RACQUEL D. DE GUZMAN-BUENSALIDA (In representation of the GSIS) | GSIS ID No. 8984 | Pasay City |
| ERWIN C. MANARPIIS (In representation of OTUS COPY SYSTEMS, INC.) | DL No. N02-92-184948 | 27 November 2016 / Quezon City |

Known to me and to me known to be the same persons, **ATTY. RACQUEL D. DE GUZMAN-BUENSALIDA**, in representation of the **GSIS** as a juridical person, and **ERWIN C. MANARPIIS**, in representation of **OTUS COPY SYSTEMS, INC.** as a juridical person, who executed the foregoing **Contract for the Rental of Forty (40) Photocopying Machines for the GSIS Central Office –CY 2017** consisting of four (4) pages including the page on which this Acknowledgment is written, signed by the parties and their witnesses on each and every page thereof, and acknowledged to me that the same is their free and voluntary act and deed, and of the entities they represent.

WITNESS MY HAND AND NOTARIAL SEAL on the date and the place stated above.

Doc. No. 174
Page No. 36
Book No. V
Series of 2017


ATTY. NORMITA C. RECIO-NONORICA
NOTARY PUBLIC FOR PASAY CITY
UNTIL DECEMBER 31, 2018
PTR. NO. 0086347 1/3/17
COMMISSION NO. 17-1 1/18/2017
ROLL NO. 41283 HS. 10P LIFETIME MEMBER 0609:
SOLE CONJUGATE NO. V-0006067 02/04/2011

Contract for the Rental of 40
Photocopying Machines for the
GSIS Central Office –CY 2017
Page 4 of 4