

CONTRACT AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

THIS AGREEMENT, made and executed this SEP 17 2025, by and between:

The **ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY (ISAT U) - MIAGAO CAMPUS**, a public institution of higher learning, organized and existing under Republic Act No. 10595, with office address at Burgos Street, La Paz, Iloilo City, Philippines, represented herein by its SUC President III, **DR. GABRIEL M. SALISTRE, JR.**, (hereinafter referred to as the “**ISAT U**”)

and

**MOUNT CARMEL SECURITY AGENCY, INC.**, with office address at Figueroa St., Arevalo, Iloilo City, Philippines, herein represented by its Authorized Representative, **MS. CARMELA A. QUINTOS**, (hereinafter referred to as the “**SERVICE PROVIDER**”);

**WHEREAS, ISAT U** has programmed the **PROCUREMENT OF SECURITY SERVICES FOR THE UNIVERSITY** with Project Reference No.: ISAT U MC-GOODS-2025-07-20;

**WHEREAS, ISAT U**, through its Bids and Awards Committee (BAC), posted the Invitation to Bid on the ISAT U and PhilGEPS websites, as well as on the BAC ISAT U Bulletin Board, continuously for at least seven (7) days, starting July 4, 2025 to July 24, 2025 as provided under Section 54.2.4 of the Republic Act No. 9184 or otherwise known as the Government Procurement Reform Act and its 2016 Revised Implementing Rules and Regulations (RA 9184 and its 2016 RIRR), with Approved Budget for the Contract (ABC) of **ONE MILLION EIGHT HUNDRED THOUSAND PESOS ONLY (Php 1,800,000.00)**, inclusive of applicable taxes, as indicated in Purchase Request No. PB 2025-012.

**WHEREAS**, on September 3, 2025, the University President signed the Notice of Award;

**NOW THEREFORE**, in consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

ARTICLE I

(Included in the Agreement)

By RA 9184 and its 2016 Revised Implementing Rules and Regulations, the following documents shall form part of this Agreement:

- a. Bidding Documents
- b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents/statements submitted;
- c. Performance Security;
- d. Notice of Award of Contract;
- e. Other contract documents that may be required by existing laws and/or the Procuring Entity Concerned in the Bidding Documents, such as the construction schedule and A-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment, and PERT/CPM or other acceptable tools of project scheduling for infrastructure projects; and
- f. RA 9184 and its 2016 RIRR, as amended
- g. RA 12009 and its IRR

ARTICLE II

(Terms of Reference)

The services to be provided by the **SERVICE PROVIDER** to the **ISAT U** shall consist of the following and shall be in strict conformance to the security services technical specifications/terms of reference as indicated below:



STAFF COMPLEMENT

Staff complement shall be comprised of five (5) security guards who shall have a shifting schedule of eight (8) hours a day from Mondays to Sundays, to be deployed at the University Premises located at ISAT U Miagao Campus, Miagao, Iloilo.

CONTRACT DURATION

The contract for security services ("Contract") shall be for a period of twelve (12) months and is extendible on a month to month basis while **ISAT U Miagao Campus** is procuring for new contract for the same services. The security agency ("**SERVICE PROVIDER**"), upon assumption of its duty, shall be subject to performance evaluation which shall be the basis for retention of its services.

This Contract shall be effective for a period of One (1) year from **OCTOBER 1, 2025 to SEPTEMBER 30, 2026**. At the option of the **ISAT U Miagao Campus**, this Contract may be renewed for the same period, provided that in the absence of formal renewal upon expiration of this Contract, the same is deemed to remain in force on a month to month basis subject to termination upon thirty (30) days prior written notice by one (1) party to the other.

Notwithstanding the provisions of sub-paragraph 2 hereof, the **ISAT U Miagao Campus** may terminate this Contract, at its sole discretion, upon thirty (30) days prior written notice to the **SERVICE PROVIDER**.

DETAILED COST ESTIMATE

Description	Amount	
	w/out night differential	w/ night differential
New Daily Wage	513.00	513.00
Days worked per week	7 days	7 days
No. of days per year	395	395
Hourly Rate	64.13	64.13
<b>Amount to Guard</b>		
Ave. Pay/Mo. (DW x no. of days per year/12)	16,886.25	16,886.25
Night Differential Pay		1,688.63
13 <sup>th</sup> Month Pay (DW x 365/12/12)	1,300.31	1,300.31
Uniform Allowance	100.00	100.00
5 Days Incentive Day (DW x 5/12)	213.75	213.75
<b>Total</b>	<b>18,500.31</b>	<b>20,188.94</b>
<b>Amount to Gov't in Favor of Guard</b>		
Retirement Benefits (RA 7641) (DW*22.5/21)	961.88	961.88
PhilHealth Contributions (PhilHealth Circular 2020-0005)	422.16	422.16
SSS Premium Employer Share (SSS Circular 2024-006)	1,700.00	1,700.00
Pag-ibig Contributions (Pag-ibig Fund Circular No. 460)	200.00	200.00
State Insurance Fund	30.00	30.00
<b>Total</b>	<b>3,314.04</b>	<b>3,314.04</b>
<b>A. TOTAL AMOUNT TO GUARD &amp; GOV'T</b>	<b>21,814.35</b>	<b>23,502.98</b>
<b>B. AGENCY FEE</b> Administrative Overhead and Margin (20% per RA11917)	4,362.87	4,700.60
<b>C. VALUE ADDED TAX</b> (Agency fee x 12% VAT-RMC-39-2007)	523.54	564.07
<b>D. MINIMUM MONTHLY CONTRACT RATE FOR 8 HRS FOR 1 MONTH</b>	<b>26,700.76</b>	<b>28,767.65</b>
<b>E. NO. OF SECURITY GUARDS</b>	3	2
<b>F. CONTRACT RATE PER MONTH (5 Guards)</b>	<b>80,102.28</b>	<b>57,535.30</b>
<b>G. TOTAL CONTRACT COST FOR 1 MONTH (5 Security Guards)</b>	<b>137,637.58</b>	
<b>H. TOTAL CONTRACT COS FOR 12 MONTHS (5 Security Guards)</b>	<b>1,651,650.96</b>	



**CONDITIONS OF CONTRACT**


The following are the conditions to be complied with by the **SERVICE PROVIDER**:

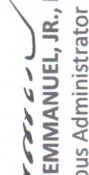
- a. The **SERVICE PROVIDER** shall comply with the Labor Code including but not limited to provisions requiring that wages shall paid at least twice a month. Within five (5) working days from the scheduled date of payment, the **SERVICE PROVIDER** shall submit to the **ISAT U** proof of payment and/or remittances of the following:
  - Wages and overtime fees
  - 13th month pay of their deployed employees
  - Remittances to SSS, Pag-IBIG, Philhealth and BIR

The **ISAT U Maigao Campus** shall no case be liable for any interest penalty or for any delayed payments of the remittances to SSS, Pag-IBIG, Philhealth and BIR.
- b. The **SERVICE PROVIDER** shall submit to the **ISAT U Miagao Campus** its Compliance Certificate/Clearance from the DOLE and NLRC Certificate, stating that it is duly registered as legitimate contractor.
- c. The **SERVICE PROVIDER** shall require the designated security guards to always be neat and in proper uniform.
- d. The **SERVICE PROVIDER** shall make available all times trained and qualified relievers and/or replacements to ensure continuous and uninterrupted service in case of absences of the assigned guard for whatever reason; provided, however, that no security guard shall serve for more than eight (8) hours of duty per day except in case of emergency. Furthermore, in case of replacement, the name of the guard / s to be replaced shall be indicated in the Duty Detail Order and shall be presented, together with the Recall Order issued to the security guard who will be replaced, to the Head of the Safety, Security, Environment and Disaster Mitigation Management Office (SSEDMMO) and Chief Security Officer of ISAT U Miagao Campus. In no case shall a security guard assume his post without presenting his Duty Detail Order and Recall Order to the Security Supervisor of the **ISAT U Miagao Campus**.
- e. The **ISAT U Miagao Campus** has the right to demand from the **SERVICE PROVIDER** the immediate relief of security guards who are deemed undesirable or incompetent without the benefit of formal investigation or explanation. The **ISAT U Miagao Campus** shall then give a request for replacement to the **SERVICE PROVIDER**, which in turn, shall have twenty – four (24) hours from receipt if such request to provide a replacement. In all instances, the replacement should be acceptable to the **ISAT U Miagao Campus**.
- f. The **ISAT U Miagao Campus** has the right to reject any output or any task which fails to meet the minimum standards that may be agreed upon by the **ISAT U Miagao Campus** and the **SERVICE PROVIDER**. In such instances, the **SERVICE PROVIDER** shall make the necessary corrections or alterations to the output or task to meet the minimum standards agreed on.
- g. The **SERVICE PROVIDER** shall provide full coverage of medical and risk insurance to the security guards to be deployed to the **ISAT U Miagao Campus**, at its own expense.
- h. The **SERVICE PROVIDER** shall provide the following minimum equipment to the Security Guards, supported with photocopies of valid licenses and Certification from the **SERVICE PROVIDER** that these equipment are existing and that they pledge to provide the equipment upon deployment:
  - h.1 Firearms with updated licenses' by the PNP Firearms and Explosive Division:
    - h.1.a. Hand gun with corresponding rounds of ammunition.
      - i. 9mm, its equivalent or higher caliber 1 pc each guard.
      - ii. Shotguns, 12 gauge with emergency rounds of ammunition 1pc.
  - h.2 Communication Radios with updated license issued by the NTC.
  - h.3 Other essential security paraphernalia for each deployed security guard:
    - i. Night sticks for each security guard on duty.
    - ii. Handcuffs
    - iii. Whistle
    - iv. Flashlight with batteries
    - v. Raincoat and rubber boots
    - vi. Traffic vests
    - vii. Side Bag with First Aid Kits
    - viii. Metal Detector
    - ix. Under chassis mirror

  
ALDEN A. CABALHIN  
Authorized Representative

  
CARMELA A. QUINTOS  
President

  
GABRIEL M. SALISTRÉ JR., PEE, DIT  
SUC President III

  
RAMON N. EMMANUEL, JR., Ph. D.  
Campus Administrator

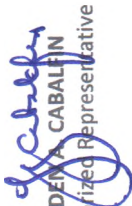
  
MARIA LUISA N. EIMAN  
Head, Administrative and Finance Services



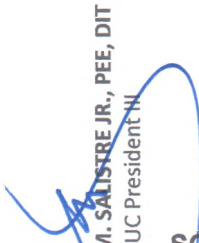
- i. All bid prices for the twelve (12) months duration shall be fixed and shall not be adjusted during the contract implementation, except in the following instances:
- i.1 Increase in minimum daily wage pursuant to law or new wage order issued after date of bidding.
  - i.2 Increase of taxes.
  - i.3 Increase in monthly contributions such as Philippine Health Insurance (Philhealth), Home Development Mutual Fund (PagIBIG), Social Security Services (SSS) and other authorized by the Philippine Government.
  - i.4 If during the term of the contract the **ISAT U Miagao Campus** sees the need to add or reduce the number of security guards, the resulting cost of the said addition ore reduction, shall in no case exceed the ABC for the relevant year.
- j. The **SERVICE PROVIDER** shall be responsible and liable for the cost of any loss, damage, or injury that may suffered by the **ISAT U Miagao Campus**, its officers or employees when such loss, damage or injury is due to the fault or negligence of the **SERVICE RPOVIDER** or its security guards, provided that such loss, damage, or injury is made known to the **SERVICE RPOVIDER** within twenty-four (24) hours of its occurrence or discovery. This provision shall be includes any loss, damage or injury to property belonging to **ISAT U** or any of its officers or employees.
- k. The **SERVICE PROVIDER** shall be issuing a Duty Detail Order for security guards to be assigned to the **ISAT U Miagao Campus**, including relievers and replacements. The Duty Detail Order shall be presented by the security guard to the duly authorized representative of the **ISAT U Miagao Campus** upon assumption of duty.
- l. The security guards to be dispatched shall be subjected to the screening, evaluation, and approval of **ISAT U Miagao Campus**.
- m. The **SERVICE PROVIDER** shall ensure that the security guards to be dispatched shall have proper and complete training on emergency response procedure.
- n. The **SERVICE PROVIDER** shall be responsible in coordinating with the Chief Security Officer and the Safety, Security, Environment and Disaster Mitigation Management Office for security concerns.

**SCOPE OF SERVICES**

- Enforce rules, regulation, and policies of the **ISAT U Miagao Campus**.
- Maintain peace and order in the University.
- Respond to any emergencies within the **ISAT U Miagao Campus** premises.
- Safety and security of personnel, student, and properties of the **ISAT U Miagao Campus**.
- Monitor/log equipment and materials which are brought in and out of the University.
- Open and close the University gates.
- Check I.D.s of students, faculty, and staff within the **ISAT U Miagao Campus** premises.
- Control traffic and assign parking space of vehicles inside the University.
- Monitor/report suspicious activities and personalities inside the University.
- Check visitors and issue Visitor's I.D. upon entering University.
- Check vehicles pass of vehicle upon entering University.
- Check /log in and out of University vehicles.
- Put off/switch on of security and perimeter lights within the **ISAT U Miagao Campus** premises.
- Conduct security check on doors, windows, offices, comfort rooms, classrooms, laboratories and padlocks within the **ISAT U Miagao Campus** premises.
- Report unsafe areas in the University premises to the Chief Security Officer for administrative action.
- Crowd control during special functions, activities, and emergency situations.
- Prepare and submit daily Activity and Situation Report to cover all activities and incidents related to the implementation of security operations for the areas of responsibility as well as any untoward incidents that transpired during the day.
- Respond to all alarms and act appropriately / accordingly.
- Strictly abide and implement all policies of the University.
- Perform other duties that may be assigned from time to time.

  
ALDEN A. CABALLERO  
Authorized Representative

  
CARMELA A. QUINTOS  
President

  
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Campus Administrator

  
MARIA LUISA N. EIMAN  
Head, Administrative and Finance Services



**QUALIFICATION OF SECURITY GUARDS AND SERVICE PROVIDER**

The following are the qualification of the Security Guards and Security Agency:

**A. Qualifications of Security Guards**

Every security guard assigned to the **ISAT U Miagao Campus** possesses the following qualifications:

1. Must be a Filipino Citizen.
2. At least 2<sup>nd</sup> year college or should have earned at least 72 units in college and/or high school graduate with adequate knowledge in communicating skills.
3. Should have at least one (1) year of relevant experience as a security guard or its equivalent.
4. Must be physically and mentally fit, at least 5'0" tall and be at least 21 years old and not more than 50 years old.
5. Must have passed and undergone regular security service training, psychological evaluation test, neuro – psychiatric examination and drug test. The security guard must submit results taken within the last six (6) months.
6. Must be of good moral character, courteous, alert and without any pending criminal case filed in court or any police record involving criminal acts.
7. Must be duly licensed and properly screened and cleared by PNP, NBI and other government offices issuing clearances for employment (*submit certificate / clearance shall be valid as of the date of opening of bid and subject to renewal, if the same should expire during the contract implementation*).
8. Must have relevant training on emergency response (*submit a certificate of attendance / participation*).
9. Capable of assimilating written and / or oral instructions in Hiligaynon, Filipino and English and can render intelligible person.
10. Must be in proper uniform and maintain good grooming (*preferably military haircut in male*).

**B. Qualifications of Service Provider**

The bidder must be:

1. Be a member of PADPAO or any other association duly recognized by the PNP-CSG-SOSIA and licensed to operate by the latter.
2. Have been engaged in the business for at least five (5) years.
3. Have at least one (1) completed similar contract with a government agency within three (3) years prior to the deadline of submission and opening of bids. Have at least fifty (50) security guards deployed per year from 2019 to 2023.
4. Have a good reputation as attested by previous / current clients.

**CONCEPT OF IMPLEMENTATION**

**A. PRE – DEPLOYMENT PHASE**

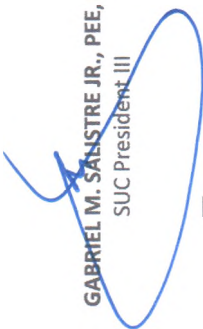
In coordination with **ISAT U Miagao Campus** and the outgoing **SECURITY PROVIDER**, the incoming **SECURITY PROVIDER** shall organize an advance team who will conduct a pre – deployment orientation onsite. At the expense of the winning bidder, the said advance team shall render duties side by side with the personnel of the outgoing **SECURITY PROVIDER** two (2) days before the formal assumption.

**B. SERVICE TAKE OVER / DEPLOYMENT PHASE**

1. A minimum of eight (8) hours before expiration of the security contract of the outgoing **SECURITY PROVIDER**, the incoming security force listed in the manning detail order must attend a briefing to be conducted by the Security Supervisor. Thereafter, they shall be posted alongside with the outgoing security guards to get acquainted with their new assignments.
2. With the consent of the officers of both parties, staff of the outgoing **SECURITY PROVIDER** shall pass through the security searching and frisking procedures upon their departure from the premises of **ISAT U Miagao Campus**. All office equipment, furniture, paintings, vehicles, and other items with significant value that is to be brought outside the **ISAT U Miagao Campus** compound shall accompanied by GATE Pass issued by the Administrative Officer.
3. Authorized representative of the outgoing **SECURITY PROVIDER** shall be required to make proper endorsement of accountability to the authorized representative of the incoming **SECURITY PROVIDER** in the presence of the Security Coordinator prior to their departure.

  
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Authorized Representative

  
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4. A list of incoming security personnel who will take over duties at the University together with their individual bio – data and licenses and mandatory clearances (as stipulated in the Bid Documents) shall be submitted three (3) days in advance to the SSEDMM Office for his scrutiny and approval.
5. During the actual takeover of duties at the University, the security guards shall be accompanied and closely supervised by a Senior Official of the incoming **SECURITY PROVIDER**.
6. All incoming security personnel who will assume to take over duties shall report in proper uniform with head gears and paraphernalia, prescribed equipment (as prescribed in the submitted Technical Specification) and all necessary documents such as duty detail order, guards license, copy of firearms license, and individual company ID.
7. The Security Agency shall ensure that security personnel assigned to any specific post or location under this contract are rotated and replaced with different personnel every six (6) months. This rotation aims to maintain vigilance, prevent familiarity-related security risks, and promote operational efficiency.
8. The Security Agency shall provide a transition plan to ensure continuity of security services during the rotation process.

#### C. LOGISTICS

1. **SECURITY PROVIDER** shall provide the security force with the minimum equipment required under the bidding rules such as firearms, VHF radios and other equipment deemed necessary in the effective implementation of security policies, rules and regulations of University.
2. The **SECURITY PROVIDER** shall also provide the daily time record (DTR), other logistical supplies such as logbooks, uniforms and paraphernalia.

#### D. ADMINISTRATION

1. Organizational Structure
2. Shifting Schedule
3. Cost Distribution per month
4. Regular quarterly meeting with the Client or as necessary
5. Announced and unannounced visit / inspection will be conducted.
6. Client

#### OTHER REQUIREMENTS

The **SECURITY PROVIDER** on its account shall provide additional services to the **ISAT U Miagao Campus**, free of charge, namely:

1. Nightly inspection of the guards on post by designated agency inspectors.
2. Investigation of reports on security agency personnel irregularities in connection with their service / work, including investigation on reported losses. This task is handled by security agency investigators duly accredited by the PNP-SAGSD (former SOSIA).
3. Conduct of a bi-monthly Troop Inspection and Education (TIE) of the security guards to acquaint them on policies, rules, and regulations of **ISAT U Miagao Campus**.
4. Provide in-service training program and regular / continues training / seminars of security personnel.
5. Conduct by the security specialist of the security agency of a periodic review on the Security Risk Assessment of the detailed Detachment Commander, to evaluate the existing security measures and provide recommendations in case there is a need to change the security system.
6. In coordination with the law enforcement agencies, provide a continuous intelligence networking by soliciting / gathering of information from within the areas to detect any criminals operating near the said areas.
7. Proof of paid remittances from PAG-IBIG, SSS and PhilHealth or certifications / clearances for the period of January to June 2024 issued by the said offices.
8. Security Plan for the following (to be submitted by the winning bidder upon acceptance of Notice of Award):
  - a. Detailed measures and innovations to be undertaken to ensure that entry and exits of faculty, non-teaching personnel, students and guests are monitored, loss of equipment and valuables are minimize, and threat to property, faculty, non-teaching personnel, students and guests are secured.
  - b. For bomb threat, fire, robbery, hostage situation and natural calamities.
  - c. VIP Protocol
9. Curriculum Vitae of security guards with the following information:
  - a. Resume / Bio Data with recent Photo (2x2)
  - b. Diploma or school credentials



- c. Appropriate and relevant security training, licenses and exams
- d. Previous work experiences

10. Undertaking to pay their security guards and other private security personnel the prescribed benefits pursuant to applicable laws, rules and regulations.

*Security Plan shall take effect immediately after a security agency shall have been awarded the contract and the Notice to proceed rendering the security services for the Iloilo Science and Technology University.*

**RESPONSIBILITIES OF ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY AS CLIENT**

The following shall be the responsibilities of the **ISAT U Miagao Campus**:

- Shall grant the **SERVICE PROVIDER** authorized representative/s limited access to the **ISAT U Miagao Campus** premises to allow the former to perform its duties and responsibilities; provided, however, that such representative/s is/are accompanied by assigned government guard.
- Shall provide relevant documents needed by the **SERVICE PROVIDER**.
- Shall pay the winning bidder in accordance with the conditions set forth in Section IX hereof.

**CONFIDENTIALITY CLAUSE**

- All information, data and documents concerning the business and affairs of the **ISAT U Miagao Campus** which are classified as confidential shall be treated with extreme secrecy by the **SERVICE PROVIDER**, Officers / Guards; and shall not be communicated or disclosed to any person or entity without prior written clearance from the **ISAT U Miagao Campus**.
- In the event that the **SERVICE PROVIDER** fails to comply with this Confidentiality Clause the **ISAT U Miagao Campus** shall have the option to apply pertinent provisions of R.A. 5487 and other applicable charges without prejudice to the filing of criminal charges.
- In the event that the disclosure of confidential information and on documents is made by the **SERVICE PROVIDER** to any person or entity after the termination of this contract with the **ISAT U Miagao Campus**, the latter shall have the right to seek redress and compensation through legal proceedings in a court of law.
- The **CLIENT** may require the **SERVICE PROVIDER** or any of its security guards to enter into a Non – disclosure Agreement that shall further specify the confidentiality obligations of the **SERVICE PROVIDER** or any of its security guards.

**PAYMENT SCHEME**

- The **ISAT U Miagao Campus** will pay the Security Agency within fifteen (15) calendar days upon receipt of the Statement of Account or Billing Statement of a given period, proof of remittances, Original Copy of Daily Time Record (DTR).

**LIQUIDATED DAMAGES**

- Should there be any dispute related to the contract and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in order of application. The venue of the proceedings shall be in Iloilo City.
- In case of a court suit, the venue shall be the courts of competent jurisdiction in Iloilo City, to the exclusion of all other courts; and
- Any amendment or additional terms and conditions must be in writing, signed and acknowledged by the Parties.

**ARTICLE III  
(Completion Time)**

The **SERVICE PROVIDER** shall perform and complete all the works specified in the Agreement within **One (1) Year** to commence upon receipt of the Notice to Proceed.

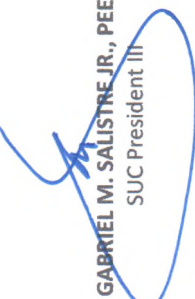
**ARTICLE IV  
(Contract Amount)**

In consideration for the sum of **One Million Six Hundred Fifty One Thousand Six Hundred Fifty Pesos and Ninety-Six Centavos Only (Php 1,651,650.96)** or such sums as may be ascertained, **SERVICE PROVIDER** agrees to a **PROCUREMENT OF SECURITY SERVICES FOR THE UNIVERSITY** in accordance with its Bid.


The **ISAT U** agrees to pay the above-mentioned sum in accordance with the terms of this Agreement.

  
AIDA A. CABATFIN  
Authorized Representative

  
CARMELA A. QUINTOS  
President

  
GABRIEL M. SALUSTRE JR., PEE, DIT  
SUC President III

  
RAMON N. EMMANUEL, JR., Ph. D.  
Campus Administrator

  
MARIA LUISA N. EIMAN  
Head, Administrative and Finance Services



ARTICLE V  
(Liabilities)

The **SERVICE PROVIDER** shall be liable for all losses and/or damages to **ISAT U Miagao Campus** properties caused by or arising out of the performance of security services through negligence, dishonestly, inefficiency and/or such other faults of its personnel in the performance of security service. It is expressly understood, however, that the **SERVICE PROVIDER** shall not be liable for losses and/or damages incurred by the **ISAT U Miagao Campus** due to fortuitous events except when the **SERVICE PROVIDER's** employees commit acts inimical to the **ISAT U Miagao Campus**.

The **SERVICE PROVIDER** shall not be liable for loss and/or damage not reported to it orally or in writing within three (3) working days from the time the same reached the **ISAT U Miagao Campus** knowledge.

ARTICLE VI  
(Wages and Other Emoluments)

It is expressly understood and agreed that the persons to be assigned by the **SERVICE PROVIDER** to perform the services called under this Contract shall remain to be the employees of the **SERVICE PROVIDER**: As such, the **SERVICE PROVIDER** warrants that it shall fully and faithfully comply with all laws, rules and regulations, the observance of labor standard provisions under the Labor Code, as amended, and the Social Security Act, including minimum wage, 13<sup>th</sup> month pay, service incentive leaves, SSS/Medicare/PhilHEALTH/ECC/Pag-IBIG Premium contributions and other such mandatory benefits should there be any law passed increasing the minimum wage of requiring additional compensation in any form, the agreed consideration shall be equitably adjusted without further negotiation.

For this purpose, the **SERVICE PROVIDER** shall submit every month, upon presentation of the bill, a sworn certification and/or monthly payroll as proof of compliance that the employees assigned to the **ISAT U Miagao Campus** have received or have been receiving their wages and other emoluments.

At any time before initial payment shall be made to the **SERVICE PROVIDER**, the **SERVICE PROVIDER** shall submit to the Office of the Campus Administrator the name of the person to perform the job together with a copy of its latest picture for the reference of the personnel. It is understood that the initial payment as well as subsequent payments to be made for the service of the **SERVICE PROVIDER** under this Contract shall be contained in the Bill of Collection accompanied by the following documents:

- a. Evidence of actual rendition of service attaching herewith, daily time records of its personnel in accordance with provisions of miscellaneous services.
- b. Payroll of the latest pay day in case if subsequent payments under this Contract.

ARTICLE VII  
(Other Covenants)

In case of any violations, stipulations and covenants of this Contract by the **SERVICE PROVIDER**, the **ISAT U Miagao Campus** shall automatically rescind/ and or terminate the same without notice to the **SERVICE PROVIDER**, and the **ISAT U Miagao Campus** shall be entitled to the refund of its payment including liquidated damages as herein stipulated, in addition to what may be granted to it in courts of law, and right unilaterally award or negotiated said services under another **SERVICE PROVIDER**.


The **SERVICE PROVIDER** shall immediately inform the **ISAT U Miagao Campus** on may adjustments particularly those pertaining to the wages for the Security Services.

The **ISAT U Miagao Campus**, upon receipt of such notices will convene its Bids and Awards/Finance Committee and will decide on the merits of such adjustment and may opt to adopt such adjustment if it is well within the **ISAT U Miagao campus** budget specified for the provision for Security Services.

This contract is good for twelve (12) months and shall take effect on October 1, 2025 and will end September 30, 2026. It is hereby understood that no hold-over or extension shall be allowed unless expressly agreed upon in writing by the **ISAT U Miagao Campus** and communicated to the **SERVICE PROVIDER** herein at least sixty (60) days before the expiration of the Contract, provided

  
ALDEN A. CALFIN  
Authorized Representative

  
CARMELA A. QUINTOS  
President

  
GABRIEL M. SALISTRÉ JR., PEE, DIT  
SUC President III

  
RAMON N. EMMANUEL, JR., Ph. D.  
Campus Administrator

  
MARIA LUISA N. EIMAN  
Head, Administrative and Finance Services



that, in case an emergency situation arises within sixty (60) days period prior to the expiration date, a short period to notify any or both of the **SERVICE PROVIDER** about any such hold-over or extension, shall be done by the **ISAT U Miagao Campus**.

The **ISAT U Miagao Campus**, upon proper notice to the **SERVICE PROVIDER**, can terminate this Contract if found to be grossly disadvantageous to the government.

**ARTICLE VIII**  
**(Miscellaneous Provisions)**

The parties warrant that they have full power and authority to represent their respective agency/office/entity.

The **SERVICE PROVIDER** shall facilitate this Agreement’s notarization and bear its cost.

**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.

**ILOILO SCIENCE AND TECHNOLOGY  
UNIVERSITY (ISAT U)**  
  
By:  
  
**GABRIEL M. SALISTRE JR., PEE, DIT**  
SUC President III

**MOUNT CARMEL SECURITY  
AGENCY, INC**  
  
By:  
  
**CARMELA A. QUINTOS**  
President

WITNESSETH:

**RAMON N. EMMANUEL, JR., PhD**  
Campus Administrator, ISAT U MC

**ALDEN A. CABALFIN**  
Authorized Representative

**MARIA LUISA N. EIMAN**  
Head, Administrative and Finance Services



REPUBLIC OF THE PHILIPPINES:  
CITY OF ILOILO : S.S  
X-----X

ACKNOWLEDGMENT

BEFORE ME, this SEP 17 2025 day of \_\_\_\_\_, in \_\_\_\_\_, personally appeared the following persons who exhibited their identification cards to establish their identities, to wit:

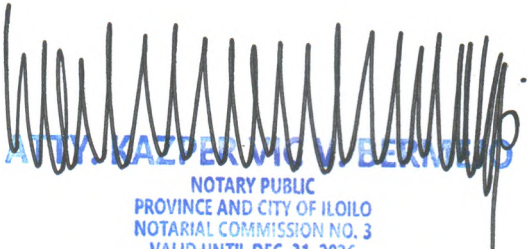
	Name	Government ID	Place Issued	Date Issued
1	GABRIEL M. SALISTRE JR., PEE, DIT	<u>ID NUMBER</u> 04-0232	<u>ISAT</u> <u>UNIVERSITY</u> <u>ILOILO CITY</u>	<u>05 August</u> <u>2023</u>
2	CARMELA A. QUINTOS	UMID CRN-0111- 4890872-0	ILOILO CITY	

known to me to be the same persons who executed the foregoing instrument and acknowledged that the same is their free act and deed and of the institution/agency they represent.

The instrument, which refers to a **Contract of Agreement (Procurement of Security Services for the University)** consists of ten (10) pages including the page on which acknowledgement is written has been signed on the left margin of each and every page thereof by the parties and their witnesses and sealed with my notarial seal.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my notarial seal on the day, year, and place above written.

Doc No. 87 ;  
Page No. 19 ;  
Book No. ✓11 ;  
Series of 201 ;

  
NOTARY PUBLIC  
PROVINCE AND CITY OF ILOILO  
NOTARIAL COMMISSION NO. 3  
VALID UNTIL DEC. 31, 2026  
IBP OR REC. NO. 493516 / 1-2-2025 / PASIG CITY  
PTR OR NO. 8817859 / 1-2-2025 / ILOILO CITY  
ROLL OF ATTORNEYS NO. 72345  
MCLE COMPLIANCE NO. VIII-0003279 VALID UNTIL / 4-14-2028  
MANIPULA-LIRA & ASSOCIATES  
3<sup>RD</sup> FLR., AM-PM COURTYARD APARTELLE  
161 Benedicto St., Jaro, Iloilo City