



Contract Form

CONTRACT FOR THE "PROCUREMENT OF CONSULTANCY SERVICES FOR THE CONDUCT OF VEGETABLE CONSUMER SURVEY (RFP 2026-815)"

Contract No. 2026-25

For BSU:

KENNETH A. LARUAN
President

REYNANTE B. BASCO
Attorney IV
Witness for BSU

CHERYLL C. LAUNIO
Project Leader
Agri-Innovate Project 1

For PAUEFSS:

LORENZ G. PALEC
Proprietor
PAUEFSS

**JESTELLE ANNE MAE
O. ESPIRITU**
Head for Project
Development and
Procurement
Witness for PAUEFSS

Funds Available:
Charged to Trust Fund
(Agri-Innovate Project
1)

MELDA B. GALINATO, PhD.
Accountant IV

This CONTRACT executed on the 10th day of July 2026 by and between:

BENGUET STATE UNIVERSITY, represented by its President, **DR. KENNETH ALIP LARUAN**, a chartered public educational institution of higher learning, established and existing under the laws of the Republic of the Philippines having office at La Trinidad, Benguet, hereinafter called "the Entity";

-and-

LORENZ G. PALEC proprietor of **PALEC AND AMIGOS URBAN ENVIRON FORESTRY SUPPORT SERVICES (PAUEFSS)**, a company duly organized and existing under the laws of Metro Manila, Philippines, with principal office at Blk. 33, Lot 2, Victoria Villas, Metro Manila Hills, San Jose Rodriguez, Rizal hereinafter called "the Consultant".

WHEREAS, the Entity invited proposals for certain consulting services, particularly the Procurement of Consultancy Services for the Conduct of Vegetable Consumer Survey with Request for Proposal (RFP) No. 2026-815;

WHEREAS, the Consultant submitted a responsive proposal and was awarded the contract in the total amount of *Three Hundred Forty-five Thousand Pesos Only (PhP345,000.00)*, hereinafter referred to as the "Contract Price."

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree as follows:

1. Unless otherwise stated, terms and expressions used in this Contract shall have the same meanings as those assigned to them in the Conditions of Contract, which form an integral part of this Contract.
2. The following documents as required by the Implementing Rules and Regulations of Republic Act No. 12009 shall form part and be read and construed as integral parts of this Contract, viz.:
 - a. Requirements for Small Value Procurement;
 - For Procurement of Consulting Services
 - I. Eligibility requirements (Proof of PhilGEPS registration, Business Permit, and Statement of the Consultant);
 - II. Technical Documents (Organizational Chart for the Project, List of Completed and Ongoing Projects, Approach, Work Plan, and Schedule, List of Key Personnel with complete qualification and experience data, and Curriculum Vitae of the Key Personnel and Consultant); and,
 - III. Duly Signed Financial Proposal.
 - b. Winning Consultant's proposal, including the Eligibility Requirements, Technical and Financial Proposals, and all other documents or statements submitted;

For BSU:

KENNETH A. LARUAN
President

REYNANTE B. BASCO
Attorney IV
Witness for BSU

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- c. Notice of Award of Contract; and the Bidder's Conforme thereto; and
- d. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the Request for Proposals, such as but not limited to the Notice to Proceed.
2. In consideration of the Contract Price of *Three Hundred Forty-five Thousand Pesos Only (Php345,000.00)*, or such other sums as may be determined in accordance with the terms of the Consultant agrees to deliver and perform the items and related services for the *Procurement of Consultancy Services for the Conduct of Vegetable Consumer Survey (RFP No. 2026-815)* described herein in accordance with the terms and conditions specified in the Contract and its Annex A document.
3. *Benguet State University* agrees to pay the above-mentioned sum to the Consultant into four (4) milestone-based tranches, as follows:

a. **20%** of the contract amount shall be released upon successful provision of Inception Report comprised of work plan, implementation strategy, and names and biodata of supervisors and data collectors.

b. **40%** shall be released upon successful provision of the First Progress Report comprised of the 1) List of interviewed respondents, by city and HRI; and, 2) 100% of the survey returns fully accomplished and final-checked to be complete and of quality data.

c. **30%** shall be released upon successful provision of the Second Progress Report comprised of the 1) Encoded data; and 2) 100% of the survey returns are encoded.

d. **10%** shall be released upon successful provision of the Final Report.
4. That the contract duration will be **within sixty (60)** Calendar days divided into four (4) phases; counted from the consultant's receipt of the Notice to Proceed;
- | No. | Target Timeline | Deliverables |
|-----|--|---|
| 1 | 10 days after signing of contract | Inception Report comprised of work plan, implementation strategy, and names and biodata of supervisors and data collectors. |
| 2 | 30 days after signing of the contract | First Progress Report to include: <div><div>List of interviewed respondents, by city and HRI</div><div>100% of the survey returns fully accomplished and final-checked to be complete and of quality data</div></div> |
| 2 | 50 days after signing of the contract | Second Progress Report to include: <div><div>Encoded data</div><div>100% of the survey returns are encoded</div></div> |
| 3 | 10 days after receipt, acceptance and approval of final report | Final Report |
5. The consultant shall ensure its compliance with the protocols and code of conduct for surveys in communities, and required data concepts and interview guidelines;
6. The consultant shall ensure the completeness and accuracy of survey data;
7. The consultant shall report any complications, issues, and other problems during the conduct of the data collection;
8. Any dispute, difference, or claim arising out of or relating to this Contract, including its existence, validity, interpretation, breach, or termination thereof,

may be submitted to arbitration or other form of alternative dispute resolution in accordance with the applicable law, such as Republic Act No. 9285 (Alternative Dispute Resolution Act of 2004) or Executive Order No 1008, series 1985 (Construction Industry Arbitration Law).

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

BENGUET STATE UNIVERSITY

**PALEC AND AMIGOS URBAN ENVIRON
FORESTRY SUPPORT SERVICES (PAUEFSS)**

By:

KENNETH ALIP LARUAN
University President

LORENZ G. PALEC
Proprietor

REYNANTE B. BASCO
Attorney IV
Witness – Procuring Entity

Signed in the presence of:

JESTELLE ANNE MAE O. ESPIRITU
Head for Project Development and Procurement
Witness- Supplier

Funds Available:
Charged to Trust Fund (TF)- DOST-PCAARD Agri-Innovate Project 1

IMELDA B. GALINATO, PhD.
Accountant IV

ACKNOWLEDGMENT

BEFORE ME, A Notary Public for and in the LA TRINIDAD, BENGUET, City/Province of _____, this 22 day of 2026, 20____, personally appeared the above-named persons who have satisfactorily proven to me their identity, through their identifying documents written below their names and signatures, that they are the same persons who executed and voluntarily signed the foregoing instrument consisting of ____ pages, including this page where this Acknowledgement is written, which they acknowledged before me as their free and voluntary act and deed.

WITNESS MY HAND AND SEAL this 22 day of 2026 2026.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

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Series of 2026

FRIEDRICH MORENO
Notary Public for and in the Province of Benguet
Notarial Commission (25L-NC-0785) until Dec. 31 2027
Roll No. 6994/TIN 701-168 991 LTB
PTR CY 2026: OR NO. BGICF9966110 (12/15/2025) LTB
MCLE Compliance VIII - 0038035 (Valid until 04/28/2025)
IBP OR NO. INV 565309 (CY 2026): Bag Beng (12/15/2025)
BSU Office for Legal Affairs, KM5 La Trinidad, Benguet