



OFFICE OF THE PRESIDENT
NATIONAL COMMISSION ON THE ROLE OF FILIPINO WOMEN
"Philippine Machinery for the Advancement of Women"

May 22, 2012

NOTICE OF AWARD

Ms. Liza de los Reyes
Chief Operating Officer
Asiagate Networks, Incorporated
Ground Floor RCI Building,
105 Rada Street
Legaspi Village, Makati City

Dear **Ms. De los Reyes**,

Pursuant to the Notice of Bids posted on March 22, 2012, we would like to inform you that you are chosen to undertake the sub-project entitled "Development of GAD Resource Pool Database".

Based on our agreements during the Negotiation Meeting last Friday, May 18, 2012, you may proceed to execute all formal contract documents.

Should you have any questions and/or clarification, our representative, Ms. Vicky Atanacio will coordinate with your office.

Thank you very much and we are looking forward to a fruitful working relationship with you.

Very truly yours,


EMMELINE L. VERZOSA
Executive Director

Received by: JOEL DORRAMEO
Authorized representative

Date : 5/23/12

CONTRACT OF SERVICE

KNOW ALL WOMEN AND MEN BY THESE PRESENTS

This contract of service made and executed by and between:

The **PHILIPPINE COMMISSION ON WOMEN**, a government agency under the Office of the President with official address at 1145 J.P. Laurel Street, San Miguel, Manila represented by its Executive Director, **EMMELINE L. VERZOSA**, a Filipino of legal age herein referred to as, "PCW"

-and-

The **Asiagate Networks, Inc.** is an IT Solutions company, with office at the Ground Floor, RCI Building, 105 Rada Street, Legaspi Village, Makati City represented by its Chief Operating Officer, **LIZA DELOS REYES** and hereinafter referred to as **CONTRACTOR** for the "Development of the GAD Resource Pool Database."

WITNESSETH THAT:

WHEREAS, the GenderResponsive Economic Actions for the Transformation of Women Project (GREAT Women Project or GWP) is a six-year (2007-2013) partnership between the Philippine Commission on Women (PCW) and the Canadian International Development Agency (CIDA);

WHEREAS, the GWP assists the PCW and its partners at the national and local level to improve women's economic empowerment (WEE) by strengthening their capacity to develop/ implement/ monitor gender-responsive legislation, policies, program, and services;

WHEREAS, Component 1102 of the GWP focuses on building a support network of experts on Gender and Development (GAD) and WEE to assist PCW in the provision of technical assistance to national and local partners as well as to serve as resource persons in GAD and WEE-related capacity development needs of the agencies and LGUs;

WHEREAS, the GAD Resource Pool Database (GRPD) will be developed to organize the profile and directory of the members of the support network;

WHEREAS, the GRPD will be used to facilitate the matching of requests for resource persons and technical assistance to the expert in the GRPD;

WHEREAS, in compliance with the Revised Implementing Rules and Regulations (IRR) of the R.A. 9184, the PCW advertised and conducted the bidding for the IT services to develop the system.

WHEREAS, three (3) bidders expressed their interest in the project and submitted their corresponding bid documents;

WHEREAS, the PCW Bids and Awards Committee (PBAC) conducted a detailed evaluation of the bid documents of the three bidders using the Quality-Based Evaluation (QBE) procedure to determine the Highest Rated Bid (HRB);

WHEREAS, Asiagate Networks, Inc.'s proposal was found to be responsive to the requirements of the project and obtained the highest score and therefore the HRB;

Emmelina Verzosa

CERTIFIED TRUE COPY

Liza Delos Reyes

NOW, THEREFORE, for and in consideration of the foregoing premises, both parties hereby declare and agree to the following:

**Section 1:
ROLES AND RESPONSIBILITIES**

1.1 CONTRACTOR:

1.1.1 Management Information System (MIS) Expert

- 1.1.1.1 Provide expert services in the analysis, design and implementation of the GRPD in coordination with the data custodians and sources experts and in accordance with PCW policies and regulations.
- 1.1.1.2 Prepare the systems analysis and design document;
- 1.1.1.3 Facilitate the conduct of workshops in the planning and deliberations as well as document the process and inputs from the various data sources and/or users;
- 1.1.1.4 Develop presentation materials and present the GRPD to the approving body;
- 1.1.1.5 Function as a program manager that will ensure that all requirements are considered in the actual program development, collaborate with the GRPD business owner in the users acceptance, and assist in the users training;

1.1.2 Database Administrator/Programmer and the Web Developer

- 1.1.2.1 In collaboration with the MIS Expert, prepare the web prototype which shows the different functionalities and reports of the system.
- 1.1.2.2 Develop the GRPD based on the result of systems analysis and design
- 1.1.2.3 Conduct training and technology transfer for the users and database/systems administrators as well as perform post implementation review.
- 1.1.2.4 Prepare information materials/modules on the use, basic modification, maintenance and trouble shooting of the GRPD;

1.2 PCW:

- 1.2.1 Designate technical officer/staff who shall act as a Contact Person/Coordinator in coordinating/scheduling the use/availability of facilities, arranging meetings, and interfacing with the Second Party regarding its services and outputs;
- 1.2.2 Review the Second Party's outputs and forward the corresponding comments/proposed revisions to the Second Party not more than three (3) working days after receipt of the outputs;
- 1.2.3 Provide the workspace/ venue and food for the conduct of meetings, workshops, and discussions, including office equipment such as projectors and printers;
- 1.2.4 Provide the venue, server, network, and infrastructure, workstations, meals and other equipment for the pilot run and testing, and training of users and administrators of the system;
- 1.2.5 Pay the CONTRACTOR a professional fee of **Seven Hundred Eighty Six Thousand Pesos only (Php 786,000) inclusive of VAT** and other applicable government taxes. The payment shall be made in five tranches, upon the submission of required outputs per tranche

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for [Signature]

4.5.3 Post Implementation Report.

**Section 5:
PENALTY CLAUSE**

For the CONTRACTOR's inability or to render service to submit outputs on time without justifiable reason and through no fault of PCW, the PCW has the right to withhold payment of the professional fee or impose a penalty of 1/10 of one percent of the remaining balance for every day of delay until required outputs as defined in the approved TOR.

**Section 6:
OWNERSHIP OF OUTPUTS**

The system source code and all documents pertaining to the project shall be the property of PCW with acknowledgement of the CONTRACTOR works.

**Section 7:
CONFIDENTIALITY**

The CONTRACTOR warrants the full confidentiality of all information gathered for the contract given by PCW and agrees to return all materials, data, and other related documents after the completion of the project.

**Section 8:
INSURANCE GUARANTEE**

The CONTRACTOR assures the PCW that their company is responsible for personal life/accident insurance of CONTRACTOR's representatives and frees the PCW of any liability or obligation in case of untoward incident that the CONTRACTOR's representatives or any person engaged for the project may experience in the course of performing their duties and responsibilities.

**Section 9:
AMENDMENT CLAUSE**

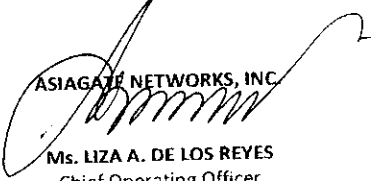
Amendments or changes in the contract, particularly modification of outputs as expressed in the TOR may be made through exchange of letters between the contracting parties.

IN WITNESS HEREOF, the parties have hereunto set their hands on this 30th day of May 2012 in the City of Manila, Philippines.

PHILIPPINE COMMISSION ON WOMEN



Ms. EMMELINE VERZOSA
Executive Director

ASIAGATE NETWORKS, INC



Ms. LIZA A. DE LOS REYES
Chief Operating Officer

WITNESSES

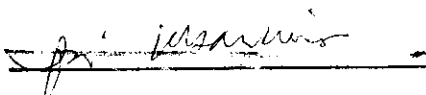

MS. MA. FERLY P. ENRIQUEZ
Chief, IRMD


Ms. JANNINE A. BALIAO
Project Manager/ MIS Expert

FUND AVAILABILITY


Mr. NATHANIEL L. GONZALES
Accountant III

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ACKNOWLEDGEMENT

**REPUBLIC OF THE PHILIPPINES)
IN THE CITY OF MANILA) s.s.**

BEFORE ME, a notary public, for and in the City of Manila, personally appeared the following:

NAME	ID NUMBER	DATE / PLACE ISSUED
Ms. EMMELINE L. VERZOSA	CTC: 06433940	1/27/2012/ Quezon City
Ms. LIZA DE LOS REYES	SSS: 33-09447361	Makati City

Known to me to be the same persons who executed the foregoing instruments and acknowledged to me that the same is their free and voluntary act and deed.

This instrument consists of five (5) pages including this page wherein this acknowledgement is written, and is signed by the parties and their instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL this 30th of May 2012 at Manila, Philippines.

Doc No.
Page No.
Book No.
Series of 2012

NOTARY PUBLIC
ATTY. EDUARDO R. RIVERA
NOTARY PUBLIC
COMMISSION EXP. DEC. 31, 2013
PTR NO. 8216782-01-05-12
JBP NO. 284048 ROLL NO. 47296
COMMISSION NO. 2012-4018
TIN NO. 578-214-208
MCLE-2010-084216

Emmeline Verzosa

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

CERTIFIED TRUE COPY.

for [Signature]



NOTICE TO PROCEED

May 24, 2012

Ms. Liza de los Reyes
Chief Operating Officer
Asiagate Networks, Incorporated
Ground Floor RCI Building,
105 Rada Street
Legaspi Village, Makati City

Dear **Ms. De los Reyes**,

Notice is hereby given to **Asiagate Networks, Incorporated**, as winning bidder for the sub-project entitled "Development of Gender and Development (GAD) Resource Pool Database (GRPD)" to commence work as detailed in the Terms of Reference and the Implementation Schedule.

This contract amounting to **SEVEN HUNDRED EIGHTY SIX THOUSAND (Php786,000.00)** will run for eight (8) months.

Please acknowledge receipt and acceptance by signing both copies in the space provided below. Keep one copy and return the other to the **Philippine Commission on Women**.

Thank you very much and we are looking forward to a fruitful working relationship with you.

Very truly yours,


EMMELINE L. VERZOSA
Executive Director

I acknowledge receipt of this Notice on JOEL FORROMED 05/24/2012

Name of Authorized Representative of the Bidder: _____

Authorized Signature: _____