

SERVICE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

THIS SERVICE AGREEMENT, made and entered into this 19th day of January, 2024 by and between:

The **Mindoro State University (MinSU)**, a government educational institution of higher learning, with principal address at Alcate, Victoria, Oriental Mindoro, represented by **CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.**, OIC-Office of the University President, hereinafter referred to as the “**First Party**”

-and-

MELZAR RESORT, with principal address at B. Del Mundo, Mansalay Oriental Mindoro represented by **MA. MELIZA C. SUCGANG**, Proprietress, herein referred to as the “**Second Party**”

WITNESSETH

1. That the First Party is in need of the services for the “**Lease of Venue with Meals and Accommodation for the In- Service Training and Team Building Activity of CAS department of MinSU**”;
2. That the Second Party signified intention of providing services needed by the First Party for the above stated activity;
3. That the Second Party is capacitated to provide the above cited services after it has been found complying and responsive to the services being required;
4. That the Second Party hereby attests of being not related within the third degree of consanguinity or affinity to the representative of the First Party;
5. That in view of hereof, the Second Party is contracted by the First Party to provide services for “**Lease of Venue with Meals and Accommodation for the In- Service Training and Team Building Activity of CAS department of MinSU**”;
6. That the total contract price is **Two Hundred Eight Thousand Eight Hundred Sixty Pesos (Php 208,860.00)**.
7. That the First Party agreed to pay the **Second Party** in full, upon completion of the Services for “**Lease of Venue with Meals and Accommodation for the In- Service Training and Team Building Activity of CAS department of MinSU**”;
8. That the services shall be completed within **three (3)** working days.
9. That the amount of one-tenth (1/10) of one percent (1%) of the contract amount per day for liquidated damages is hereby declared and understood to include all losses and cost of whatever nature the Government will sustain because of the failure of the **SECOND PARTY** to complete the contract within the stipulated time.

IN WITNESS WHEREOF, both parties have hereunto set their hands this 19th day of January, 2024 at MinSU, Alcate, Victoria, Oriental Mindoro, Philippines.

First Party

Christian Anthony C. Agutaya

CHRISTIAN ANTHONY C. AGUTAYA, Ph.D.
OIC-Office of the University President

Second Party

Ma. Meliza C. Suggang
MA. MELIZA C. SUGGANG
Proprietress

Witnesses:

Katherine P. Sanchez-Escalona

KATHERINE P. SANCHEZ-ESCALONA, Ph.D.
Dean, College of Arts and Sciences

Algenieve T. Sasas

ALGENIEVE T. SASAS
Operation Manager, Melzar's Resort

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of oria Oriental Mindoro) S.S.
Municipality of)

BEFORE ME, notary public for and in the above jurisdiction, personally appeared the following:

NAME	ID presented	Date / Place Issued
Dr. Christian Anthony C. Agutaya	PRC ID No. 0796092	Dec. 12, 2002/ PRC Manila
Ma. Meliza C. Suggang	Passport ID No. P0085178C	May 14, 2022/DFA Manila

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

This instrument consisting of two (2) pages including the page wherein this acknowledgement is written had been signed by the parties and their instrumental witnesses on each and every page thereof.

JAN 19 2024

WITNESS MY HAND AND SEAL, this day of , 2024 at Victoria Oriental Mindoro.

Aristedes A. Viara
ATTY. ARISTEDES A. VIARA, Notary Public
NOTARY PUBLIC
PTR No. 3563882
Victoria Or. Mindoro /01-02-2024
Roll No. 41130 /April 15, 1996
IBP No. 415498 / 01-16-2024/Or. Mindoro
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