

AGREEMENT

THIS AGREEMENT made this 17 day of July 2024 between the **SECURITIES AND EXCHANGE COMMISSION** (hereinafter called "the Entity"), with office address at The SEC Headquarters, 7907 Makati Avenue, Salcedo Village, Bel-air, Makati City, represented herein by **RICKY M. ABUNDO**, Human Resource Department, Officer-in-Charge, of the one part, and **PREVO HUMAN RESOURCES CONSULTANCY SERVICES**, represented herein by **MARBY B. TABUNGAR**, sole proprietor, with office address at #2 Kapitan Moy St. Sta. Elena, Marikina City, Philippines (hereinafter called "the Service Provider"), of the other part;

WHEREAS, the Entity invited Quotations for the Engagement of a Learning Service Provider for the Conduct of Customer Centricity and Customer Relations Management ("the Project") and has accepted a Quotation by the bidder in the price of **Two Hundred Thirty Thousand Pesos (Php 230,000.00)** (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as part of this Agreement, to wit:
 - (a) Terms of Reference;
 - (b) Request for Quotation;
 - (c) The Winning Bidder's quotation, including the Eligibility requirements, documents and/or statements submitted;
 - (d) Notice of Award of Contract and the Service Provider's conforme thereto; and
 - (e) Other contract documents that may be required by existing laws and/or the Entity
3. In consideration for the sum of the Contract Price or such other sums as may be ascertained, the Servicing Agency agrees to provide the Project in accordance with his/her/its Proposal
4. The Entity agrees to pay the above-mentioned sum in accordance with the terms of the Proposal

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.

RICKY M. ABUNDO

*Authorized Representative of the Head of the
Procuring Entity*

for:

SECURITIES AND EXCHANGE COMMISSION

MARBY B. TABUNGAR

Sole Proprietor

For

**PREVO HUMAN RESOURCES
CONSULTANCY SERVICES**

CERTIFIED FUNDS AVAILABLE

Dondie Q. Esguerra

Director, Financial Management Department

Funds Available:

Burs No. 02-206402-2024-07-0026

Date: 7-26-2024

ACKNOWLEDGMENT

Republic of the Philippines)
Makati City) SS

BEFORE ME, a Notary Public for and in above jurisdiction, on this JUL 26 2024 personally appeared the following:

Name	Competent Evidence of Identity
Ricky M. Abundo	SEC ID No. <u>1520</u>
Marby M. Tabungar	<u>TIN 255-8560840000</u> <u>DRIVER'S LIC. No2-19-049922</u>

known to me and to be known to be the same persons who executed the foregoing instrument consisting of 2 pages including the page on which this Acknowledgment is written and duly signed by them and their witnesses on each and every page hereof, and that the same is their free and voluntary act, as well as that of the corporations/agencies which they represent.

WITNESS MY HAND AND SEAL on the date and at the place first above written.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 2024.


Atty. JASMINE CHAROL CALAYCAY-ATIENZA
 Administering Officer
 Securities Counsel II
 Securities and Exchange Commission
 Republic of the Philippines