



Office of the President of the Philippines
MOVIE & TELEVISION REVIEW & CLASSIFICATION BOARD

MTRCB Building, No. 18 Timog Avenue, Quezon City
Tel. No. (02) 376-7380 Fax No. (02) 376-7379 Email: admin@mtrcb.gov.ph

NOTICE TO PROCEED

21 March 2018

MICA SECURITY AGENCY, INC.

142 Armons Building
Kamias Road corner Anonas Street,
Quezon City

Attention : **MS. CORAZON C. ANDEZA**
President and General Manager

Gentlemen:

Notice of Award having been given to **Mica Security Agency, Inc.** for being the Lowest Calculated Responsive Bidder, Notice to Proceed is hereby issued to you for the commencement of the contractual obligation for the Security Services.

Upon receipt of this notice, you are hereby hold responsible to perform the services under the terms and conditions stipulated in the bid documents including but not limited to the Agreement for the Security Services. Specifically, you are advised to strictly commence performance of your contractual obligation beginning 01 May 2018.

Please acknowledge receipt and acceptance of this notice by signing on the space provided below.

Very truly yours,


MARIA RACHEL J. ARENAS
Chairperson

Conforme:

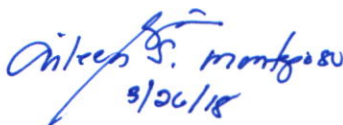
Mica Security Agency, Inc.

By:

MS. CORAZON C. ANDEZ

President and General Manager

Date: _____


Anteen S. Montenegro
3/26/18

AGREEMENT FOR SECURITY SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This agreement is made and entered into this 01 May 2018 in Quezon City by and between:

MOVIE AND TELEVISION REVIEW AND CLASSIFICATION BOARD (MTRCB), an agency of the government created under Presidential Decree No. 1986 with principal office address at **MTRCB Building, No. 18 Timog Avenue, Quezon City**, represented herein by its Chairperson, **MARIA RACHEL J. ARENAS**, and hereinafter referred to as **"MTRCB,"**

-and-

MICA SECURITY AGENCY INC., a domestic corporation duly organized and existing under Philippine laws with principal office address at Rm. 201 Armons Bldg., Kamias Road corner Anonas Street, Quezon City, represented herein by its President, **CORAZON C. ANDEZA**, and hereinafter referred to as **"SECURITY AGENCY."**

(collectively referred to as "Parties")

WITNESSETH, That:

WHEREAS, MTRCB is in need of security services to provide and ensure protection for the safety and security of the property and premises of MTRCB, including the person and property of its officers and staff as well as the person and property of the general public doing business with MTRCB, against loss or damage due to and/or caused by theft, pilferage, robbery or other unlawful act of any person, whether MTRCB personnel or otherwise;

WHEREAS, after due compliance with the competitive bidding requirement under R.A. 9184 for the procurement of security services, SECURITY AGENCY was declared as the lowest calculated responsive bidder having submitted a bid of One Million Seven Hundred Ten Thousand One Hundred Ten Pesos and 88/100 (Php1,710,110.88) per year for a three-year contract for security services;

WHEREAS, SECURITY AGENCY is a duly licensed and bonded security guard agency doing business pursuant to R.A. No. 5487, as amended, and meets the entire requirement set forth by law;

WHEREAS, MTRCB has accepted the bid offer of the SECURITY AGENCY in the amount of One Million Seven Hundred Ten Thousand One Hundred Ten Pesos and 88/100 (Php1,710,110.88), hereinafter called the "Contract Price," subject to the terms and conditions specified hereunder;

WHEREAS, this Agreement shall serve as the Master Security Services Agreement containing the general covenants, terms, and conditions governing the contractual relations between MTRCB and SECURITY AGENCY for security services;

[Handwritten signature]
[Handwritten signature]

NOW, THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants and stipulations hereinafter set forth, the parties hereto have agreed and do hereby agree, as follows:

1. DURATION

- 1.1. This Agreement shall be for a period of three (3) years beginning on 01 June 2018 to 31 May 2021. By mutual agreement of the parties at least thirty (30) days before expiry of this Agreement, the parties may renew or extend the same for a period not exceeding one (1) year in any single instance.
- 1.2. MTRCB, at its sole option, may cancel/terminate this Agreement at any time for violation of any of the terms and conditions hereof and/or if the security service rendered by SECURITY AGENCY and/or its security guards is substandard and/or unsatisfactory, the judgment of MTRCB; Provided, that SECURITY AGENCY shall be notified in writing at least fifteen (15) days prior to the effective date of cancellation/termination of this Agreement.
- 1.3. However, in cases where SECURITY AGENCY causes injury or irreparable damage to the property of MTRCB, or to the life and/or property of its officers, employees and/or of the general public, or where the continuing presence of SECURITY AGENCY is a threat to the property of MTRCB, or to the life and/or property of its officers, employees and/or of the general public by reason of SECURITY AGENCY involvement in any unlawful/illegal acts, MTRCB may immediately notify SECURITY AGENCY of such fact in writing and this Agreement is deemed immediately cancelled and/or terminated without waiting for the lapse of fifteen (15) days.

2. RATE OF PAY AND OTHER CONDITIONS OF PAYMENT

- 2.1. SECURITY AGENCY shall deploy such number of uniformed security personnel as may be required by MTRCB. The monthly rate per security guard on a twelve-hour duty cycle is **Thirty Five Thousand Six Hundred Twenty Seven and 32/100 (Php35,627.32)**, cost breakdown of which per the submitted computation of SECURITY AGENCY is as follows;

Wage Order No. NCR-21
12 Hours Daily Duty – 7 Days a Week
(Monday to Sunday including holidays)
Number of Guards: Four (4)

A. Total Amount Due Directly to the Guard	29,589.00
Average Wage Pay per month	16,461.42
COLA per month	314.17
Night Differential	823.07
13 th Month Pay	1,272.43
5-day Incentive Pay	213.33
Uniform Allowance	100.00
Overtime Pay	10,404.58

[Handwritten signature]