

CONTRACT FOR VAN RENTAL

KNOW ALL MEN BY THESE PRESENT:

COMMISSION ON AUDIT
Received by: *Mylene*
Date: *MAY 21 2025*

This agreement is made and entered into by and between:

The Department of the Interior and Local Government Regional Office 1, with office address at Aguila Road, Sevilla, City of San Fernando, La Union, represented by **DIR. JONATHAN PAUL M. LEUSEN JR., CESO III**, Regional Director, herein called the **First Party**;

-And-

The Ranchez Express Travel & Tours, with office address at No. 219 Brgy, Carlatan, City of San Fernando, La Union, represented herein by **ENGR. ROBERT L. RANCHEZ**, Owner/Manager, herein called the **Second Party**

Witnesseth:

WHEREAS, The **FIRST PARTY** will rent vehicle to **"To support the Monitoring and Evaluation Assistance to LGUs (MEALGU) Operations"** for the CY 2025;

1. That the **Second Party** shall provide One (1) Unit Van -Toyota (GL Grandia 2020/2025 Model and Toyota Tourer Model 2025 with the following plate number YAB 8325, IAD 2310 and IAG 3399) respectively per travel not exceeding Fifteen (15) days continuous days travel effective May 2025 to December 2025 as hereto attached.
2. That the **First Party** agrees to pay per travel incurred based on the following, to wit:

PARTICULAR	QTY	UNIT	ABC PER ITEM
PANGASINAN: District 1			
CSF - BOLINAO	1	DAY	10,500.00
Per day/any part 1 st district	1	DAY	4,000.00
Back to HQ - 1 st district - CSF	1	DAY	4,000.00
CSF - INFANTA			
Per day/any part 1 st district	1	Day	11,500.00
Back to HQ - 1 st district - CSF	1	Day	4,000.00
CSF - AGNO			
Per day/any part 1 st district	1	DAY	9,000.00
Back to HQ - 1 st district - CSF	1	DAY	4,000.00
PANGASINAN: District 2			
CSF - MAMGATAREM	1	DAY	5,500.00
Per day/any part 2 nd district	1	DAY	3,500.00
Back to HQ - 2 nd district - CSF	1	DAY	3,500.00
PANGASINAN: District 3			
CSF - BASISTA	1	DAY	8,500.00
Per day/any part 3 rd district	1	DAY	3,500.00
Back to HQ - 3 rd district - CSF	1	DAY	3,500.00
PANGASINAN: District 4			
CSF - DAGUPAN CITY	1	DAY	7,500.00
Per day/any part 4 th district	1	DAY	3,500.00
Back to HQ - 4 th district - CSF	1	DAY	3,500.00
PANGASINAN: District 5			
CSF - ALCALA	1	DAY	8,500.00
Per day/any part 5 th district	1	DAY	3,500.00
Back to HQ - 5 th district - CSF	1	DAY	3,500.00

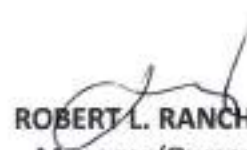
PARTICULAR	QTY	UNIT	ABC PER ITEM
PANGASINAN: District 6			
CSF – UMINGAN	1	DAY	8,000.00
Per day/any part 6 th district	1	DAY	3,500.00
Back to HQ – 6 th district - CSF	1	DAY	3,500.00
ILOCOS NORTE District 1			
CSF – ADAMS	1	DAY	19,000.00
Per day/any part 1 st district	1	DAY	4,000.00
Back to HQ – 1 st district - CSF	1	DAY	4,000.00
CSF – VINTAR	1	DAY	16,500.00
Per day/any part 1 st district	1	DAY	4,000.00
Back to HQ – 1 st district - CSF	1	DAY	4,000.00
ILOCOS NORTE District 2			
CSF – CARASI/NUEVA ERA	1	DAY	15,500.00
Per day/any part 2 nd district	1	DAY	4,000.00
Back to HQ – 2 nd district - CSF	1	DAY	4,000.00
CSF – LAOAG CITY	1	DDY	35,500.00
Per day/any part 1 st district	1	DAY	3,500.00
Back to HQ – 2 nd district - CSF	1	DAY	3,500.00
CSF – BATAK CITY	1	DAY	12,500.00
Per day/any part 2 nd district	1	DAY	3,500.00
Back to HQ – 2 nd district - CSF	1	DAY	3,500.00
ILOCOS SUR District 1			
CSF – SINAIT	1	DAY	11,500.00
Per day/any part 1 st district	1	DAY	3,500.00
Back to HQ – 1 st district - CSF	1	DAY	3,500.00
CSF- VIGAN CITY/BANTAY	1	DAY	9,500.00
Per day/any part 1 st district	1	DAY	3,500.00
Back to HQ – 1 st district - CSF	1	DAY	3,500.00
ILOCOS SUR District 2			
CSF – QUIRINO	1	DAY	10,000.00
Per day/any part 2 nd district	1	DAY	4,000.00
Back to HQ – 2 nd district - CSF	1	DAY	4,000.00
CSF – SANTA	1	DAY	8,000.00
Per day/any part 2 nd district	1	DAY	3,500.00
Back to HQ – 2 nd district - CSF	1	DAY	3,500.00
CSF – CANDON CITY	1	DAY	6,500.00
Per day/any part 2 nd district	1	DAY	3,500.00
Back to HQ – 2 nd district - CSF	1	DAY	3,500.00

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3. That the total travel cost amounts to Three Hundred Twenty Seven Thousand Five Hundred Pesos (P327,50000) only;
4. That prior to payment, the Second Party shall submit statement of account based on the travel incurred.
5. That the assigned vehicle to DILG should not have concurrent trips to avoid operational delays and in case that the assigned vehicle breaks down during the trip, a back-up vehicle must be ready to fetch the passenger and transport them to their official destination.
6. That no other vehicles should be use during schedule trips;
7. That in the liquidation reports, the specific details of the assigned vehicle should be reflected (Model, Plate Number, etc) to ensure conformity with the contract.
8. The Second Party shall be responsible for any damage for injuries or loss incurred against DILG Personnel during the travel in case of vehicular accident where the van/vehicle is involved;
9. That the Second Party shall have a valid Insurance Policy particularly the Comprehensive Insurance Policy and the Third Party Liability Coverage and that the vehicle provided is duly registered to Land Transportation Office and in good condition.
10. That any Agreement made outside this contract that modifies or alters its content and/or meaning without consent or approval of the contracting parties shall produce no legal effect or it does not bind both parties;

IN WITNESS WHEREOF, the parties hereto have set their hands this 21th of May, 2025 at San Fernando City of La Union, Philippines.


JONATHAN PAUL M. LEUSEN JR., CESO III
Regional Director
First Party



ROBERT L. RANCHEZ
Manager/Owner
Second Party

WITNESSES:


ENGR. JOSHUA J. C. GANADEN, ME
PDMU Chief


Steven P. Dela Cruz

CERTIFIED AS TO FUNDS AVAILABLE:


CHRISTINE JOY F. CASUGA
Regional Accountant

ACKNOWLEDGEMENT

Republic of the Philippines)
SAN FERNANDO CITY, La Union S.S.

BEFORE ME, a Notary Public for and in San Fernando City, La Union, this 21st day of May 2025, personally appeared the following:

Name	Gov't issued ID No./ Date and Place Issued
1. RD JONATHAN PAUL M. LEUSEN JR., CESO III	<u>127-933-075</u>
2. ROBERT L. RANCHEZ	<u>160-886-563</u>

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

This instrument refers to the CONTRACT FOR VAN RENTAL consisting of Two (2) pages including this page where the acknowledgement is duly written, has been signed by the parties and their instrumental witnesses on each and every page thereof.

WITNESS MY HAND AND NOTARIAL SEAL.

Doc No. 191;
Page No. 99;
Book No. FXSH1
Series of 2025


ATTY. AILEEN GRACE L. BRAGORIA, CPA
NOTARY PUBLIC FOR THE PHILIPPINES
271 General Edson, San Fernando City, La Union
Notary Public for and in the Philippines
Commission No. 101270, Expiration Date 12/31/2028
Roll No. 101270, Date of Issuance 12/31/2025
Integrated Bar of the Philippines - La Union Chapter
Registration No. 101270, Date of Issuance 12/31/2025
MCLS Compliance No. 101270, Total Dues 00000000

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Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1
Regional Office 1
 Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE TO PROCEED

May 22, 2025

MR. ROBERT L. RANCHEZ

Manager

Ranchez Express Travel and Tours

San Fernando City, La Union

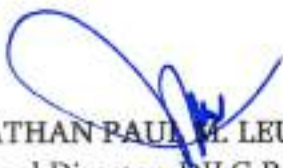
Dear Mr. Ranchez:

With the attached **CONTRACT** having been approved, you are hereby notified To provide **Transportation support services for the Monitoring and Evaluation of Assistance to LGUs (MEALGU) Operations CY 2025** of Project Development Monitoring Unit (PDMU) - DILG Regional Office 1, Sevilla, City of San Fernando, La Union.

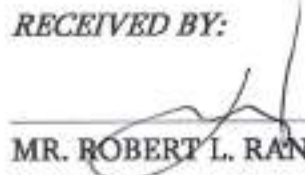
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,


JONATHAN PAUL M. LEUSEN, JR., CESO III
 Regional Director, DILG R1 and
 Head of Procuring Entity

RECEIVED BY:


MR. ROBERT L. RANCHEZ
 Manager

Ranchez Express Travel and Tours

SUBSCRIBED AND SWORN TO BEFORE ME THIS

MAY 22 2025 AT SFCLU

JOC. No. 429
 PAGE No. 25
 BOOK No. 1234
 SERIES OF 700

"Matino, Mahusay at Maaasahan"

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70


ATTY. AILEEN GRACE L. BRAGANZA, CPA

BARILLA CARD AND REGISTRATION NO. 123456789

123456789, Sevilla, San Fernando City, La Union

Notary Public, Notary for the City of San Fernando, La Union

Commission No. 157 2021, Valid Until 12/31/2025

Notary Office, No. 12345

Republic of the Philippines, Office of the Secretary, D.Y. 2025, No. 000015, 0106/2025

Province - La Union, C.Y. 2025, No. 000015, 0106/2025

MCLE Compliance No. 000 000000, Valid Until 06/30/2025



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1
Regional Office I
 Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE OF AWARD

May 16, 2025

MR. ROBERT L. RANCHEZ

Manager

Ranchez Express Travel and Tours

San Fernando City, La Union


Dear Mr. Ranchez:

We are pleased to inform you that your quotation amounting to **Three Hundred Twenty Seven Thousand Five Hundred Pesos (P327,500.00)** only for the **Procurement of Van Rental Services to support the Monitoring and Evaluation of Assistance to LGUs (MEALGU) Operations for CY 2025** has been determined to be the **Single Calculated and Responsive Bidder (SCRB)**.


You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,


JONATHAN PAUL M. LEUSEN, JR., CESO III
 Regional Director, DILG R1 and
 Head of Procuring Entity

CONFORME:


MR. ROBERT L. RANCHEZ
 Manager
 Ranchez Express Travel and Tours

SUBSCRIBED AND SWORN TO before me this
MAY 22 2025 at **SFCU**

JOC. No. 490
 AGE No. 98
 LK No. 2024
 SERIES DE 7


ATTY. ARLEN GRACE L. BRAGANZA, CPA
 AGILE FOR THE PEOPLE
 RPI General Services, Inc. (RPI) - San Fernando City, La Union
 Mahusay Police, Inc. (Mahusay Police) - San Fernando City, La Union
 Commission No. 15275 - Issued April 17, 2025
 Roll of Attorneys No. 15275
 Republic of the Philippines, Office of the Regional Trial Court, 1st Division, San Fernando City, La Union
 Notarized - Tax Receipt: RT 7425 No. 196747414, 05/06/2025
 WLS Compliance No. 110 0622172, Value Used: ₱414,200.00

"Matino, Mahusay at Maaasahan"
 Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
 888 7895 • 607 1245 • 607 1531 • 607 4467 to 70



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BIDS AND AWARDS COMMITTEE
Regional Office I
Aguila Road, Sevilla, City of San Fernando, La Union
www.region1.dilg.gov.ph

BIDS AND AWARDS COMMITTEE (BAC)
Resolution No. 2025 - 019

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BID (SCRB) FOR THE PROCUREMENT OF VAN RENTAL SERVICES TO SUPPORT MONITORING & EVALUATION ASSISTANCE TO LGUS (MEALGU) OPERATIONS FOR CY 2025

WHEREAS, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations;

WHEREAS, the Procuring Entity intends to procure Van Rental Services to Support Monitoring & Evaluation Assistance to LGUs (MEALGU) Operations for CY 2025 on a *lot basis* with an Approved Budget for the Contract (ABC) of Three Hundred Twenty-Eight Thousand Pesos (Php 328,000.00);

WHEREAS, the procurement was posted at PhilGEPS Portal, DILG R1 website and conspicuous place on May 7, 2025 until 10:00 AM of May 14, 2025;

WHEREAS, the BAC scheduled the opening of bids on May 14, 2025, 10:01 AM, with three (3) prospective Service Providers, namely: 1) Tremor's Travel and Tours, 2) Renz Ella Rent-a-Car, and 3) Ranchez Express Travel and Tours;

WHEREAS, the BAC Members assisted by the Technical Working Group, conducted careful deliberation of the quotations received.

WHEREAS, below is the result of the opening and evaluation of bids:

Rank	Service Provider	Bid Amount (as read)	Bid Amount (as calculated)	Remarks
1	Ranchez Express Travel and Tours	Php 327,500.00	Php 327,500.00	Complete Eligibility Requirements
-	Renz Ella Rent-a-Car	Php 327,945.00	-	Submitted only the accomplished RFQ. No other documents attached.
-	Tremor's Travel and Tours	Php 328,000.00	-	Submitted only the accomplished RFQ. No other documents attached.

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare **Ranchez Express Travel and Tours** as the **Single Calculated and Responsive Bid (SCRB)** with a bid amount of Three Hundred Twenty-Seven Thousand Five Hundred Pesos (**Php 327,500.00**) **AS CALCULATED**; and
- To recommend to the HoPE the approval of this recommendation and to award the Purchase Order.

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Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BIDS AND AWARDS COMMITTEE
Regional Office I

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www.region1.dilg.gov.ph

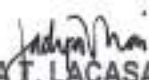
BIDS AND AWARDS COMMITTEE (BAC)
Resolution No. 2025 - 019

DECLARING THE SINGLE CALCULATED AND RESPONSIVE BID (SCRB) FOR THE PROCUREMENT OF VAN RENTAL SERVICES TO SUPPORT MONITORING & EVALUATION ASSISTANCE TO LGUS (MEALGU) OPERATIONS FOR CY 2025

RESOLVED, further that the **PROJECT DEVELOPMENT AND MANAGEMENT UNIT (PDMU)** as End-User, be furnished a copy of this Resolution for its reference and appropriate action.

ADOPTED this 14th day of May 2025, at the Annex Building, DILG Regional Office 1, Sevilla, City of San Fernando, La Union

Certified Correct by:


MAICA T. LACASANDILE
 Head, BAC Secretariat

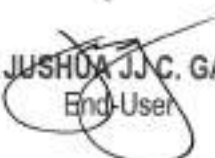
Attested by:

On Official Business
PEDRO D. GONZALES
 BAC Member


LILY-ANN Z. VICTORIO
 BAC Member


LESLIE CAROL L. ISIP
 BAC Member


BENEDICTA M. BARNACHEA
 BAC Member


ENGR. JOSHUA J.C. GANADEN
 End-User


ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Vice-Chairperson

On Official Business
RHODORA G. SORIANO
 BAC Chairperson

APPROVED/DISAPPROVED:


JONATHAN PAUL M. LEUSEN, JR., CESO III
 Regional Director/ HoPE