

Republic of the Philippines
DEPARTMENT OF TOURISM
 Region III
 Ground Floor, Clark Center Two-2, Clark Freeport Zone, Pampanga

SERVICE CONTRACT

KNOWN ALL MEN BY THESE PRESENTS:

This **SERVICE CONTRACT** executed by and between the **DEPARTMENT OF TOURISM** (DOT Regional Office 3) represented herein by its Regional Director, **RICHARD G. DAENOS, Ph.D.**, hereinafter referred to as the **FIRST PARTY**, and **TIES THAT TRAVEL INC.**, represented by its Chief Executive Officer, **GILDA L. PADUA**, hereinafter referred to as the **SECOND PARTY**.

WITNESSETH: That

1. The **FIRST PARTY** shall facilitate the Tourism Recognition for Enterprises and Stakeholders (TRES) Awards 2025 and do hereby contract the services of the **SECOND PARTY** to provide the services of a ground handler/events management company for March 27, 2026 in the amount of **SEVEN HUNDRED FIFTY-NINE THOUSAND PESOS ONLY (Php 759,000.00)** inclusive of taxes and subject to the usual government accounting and auditing rules and regulations;

2. The **SECOND PARTY** agrees to provide ground handling/events management services inclusive of the following:

A. Provision of:

a. Production of Awarding Materials

- i. Trophies
 - 1. 51 pcs. of Custom Three-Layered Wooden Trophy with Wooden Base and Gold Plate with Engraving, based on design concept shared by the **FIRST PARTY**
- ii. Certificates with Frame
 - 1. Layout and Printing of 100 pcs. of High-Quality Photo Printing on A4 Specialty Paper
 - 2. With A4 Frame

b. Awards Ceremony Requirements

- i. Guest Meals & Venue Rental, including but not limited to:
 - 1. Venue Rental for 280 pax
 - 2. PM Snacks (Grazing Table) and Dinner for 280 pax
 - 3. Banquet-style Setup with Table Centerpiece
- ii. Conceptualization and Production of Stage and Venue Styling, including but not limited to:
 - 1. Conceptualization and Production of Stage and Venue Design
 - 2. Conceptualization and Production of Custom Photowall
- iii. Technical Equipment Rental, including but not limited to:
 - 1. Audio and Sound Systems with Wireless Microphones
 - 2. LED Wall
 - 3. Dramatic Stage Lighting and Ambient Lighting (Key Lights, Fill Lights, Spotlights, LED Uplights, Par Lights, Moving Lights)
- iv. Honorarium for Emcee
 - 1. Honorarium for 1 Emcee
 - 2. Voiceover and Hosting
- v. Production Team, including but not limited to:
 - 1. Stage Manager
 - 2. Dedicated Account/Project Manager for TRES
 - 3. Floor Director
 - 4. Tech Booth (Audio Engineer/Sound Technician, Light Operator, Video Operator)
 - 5. Layout and Production of Art Cards
 - 6. Drafting and Production of Event Script
 - 7. Assistance in Event Planning and Execution
- vi. Photo & Video Documentation
 - 1. Photographer/s
 - 2. Videographer/s

Richard G. Daenos
JMR

JMR

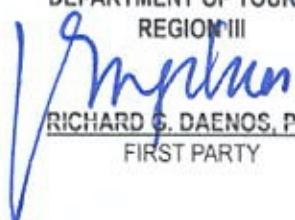
Gilda L. Padua
for

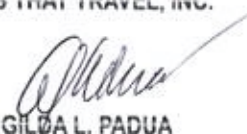
3. Production of Same-day Edit
- vii. Honoraria for Performers
 1. 2 intermission performances by a group
- viii. Crew/Service Staff Meals
 1. Lunch and Dinner for 30 pax during awards night
- c. **Validation and Judging Process**
 - i. Honoraria for Judges
 1. Honoraria for 6 Judges for 2 Days, inclusive of tax
 2. Must follow rate prescribed by the Department of Tourism (DOT) Office Memorandum dated June 06, 2018, in accordance with applicable government budgeting and auditing rules and regulations
- B. Ensure and monitor the completeness, quality, and timely delivery of required items and services.
- C. Ensure proper documentary and photo documentation of actual produced goods/services and their utilization in the appropriate activities.
- D. Provide regular updates to the implementing agency on the status of production, delivery, and distribution.
- E. Coordination with vendors in preparation for and during the conduct of the event.
- F. Assistance to the implementing agency in planning and implementation of the event.
- G. Secure approval from the **FIRST PARTY** prior to production or dealings.
- H. **Contingencies** and other incidental expenses that may be incurred.

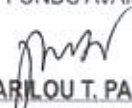
All items above shall be delivered by the **SECOND PARTY** in the amount of **SEVEN HUNDRED FIFTY-NINE THOUSAND PESOS ONLY (Php 759,000.00)** inclusive of taxes and subject to the usual government accounting and auditing rules and regulations;

3. The **FIRST PARTY** hereby agrees to tender payment of the contract fees as indicated herein upon the delivery of all requirements, based on the pre-agreed timeline for deliverables.

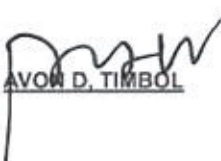
IN WITNESS WHEREOF THE PARTIES affixed their signatures this **11th day of March 2020** in Clark Freeport Zone, Philippines.

DEPARTMENT OF TOURISM
REGION III

RICHARD C. DAENOS, Ph.D.
FIRST PARTY

TIES THAT TRAVEL, INC.

GILDA L. PADUA
SECOND PARTY

FUNDS AVAILABLE:

MARILOU T. PANGILINAN
Acting Accountant

SIGNED IN THE PRESENCE OF:


AVON D. TIMBOL


RONZAN M. PELARIZA

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES

Angeles City) S.S.

Angeles City

BEFORE ME, a Notary Public for and in _____, Philippines this MAR 16 day of 2026, personally appeared the following persons who have satisfactorily proven to me their identity through the following valid identification document:

Name	Valid Government ID	Date / Place Issued

All known to me and to me known to be the same person who executed the foregoing document and they acknowledged to me that the same is their free and voluntary act and deed.

This document consisting of _____ pages, including this page on which this acknowledgement is written has been signed on every page thereof by the parties hereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial on the date and at the place above written.

Doc No. 9784
Page No. 50
Book No. 49
Series of 2026.



ATTY. FRANCIS C. GUINOO
Notary Public for the Cities of Angeles and Mabalacat,
and Municipalities of Magalang and Pinaric
Commission Serial No. 24-1244
Attorney's Roll No. 72955
ISP CR No. 580718, 31-Dec-2025
PTR No. AC-236181, 12-Dec-2025
MCLE Compliance No. VIII-4-2072, Valid Until April 14, 2028
Unit B, REK Residences, Apo Rd. Sto Domingo, Angeles City

[Handwritten signature]
[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]