

## RENEWAL OF LEASE CONTRACT AGREEMENT

KNOWN ALL MEN BY THESE PRESENTS:

This **RENEWAL OF CONTRACT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025 in \_\_\_\_\_ Philippines, by and between:

The **ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE**, a government agency attached to the Department of Science and Technology (DOST), created pursuant to Executive Order No. 128 s.1987, with principal address at ASTI Building, UP Technology Park Complex, CP Garcia Avenue, Diliman, Quezon City, represented by its Director **FRANZ A. DE LEON, Ph.D.**, hereinafter referred to as the "**DOST-ASTI**" or "**LESSEE**";

-and-

The **AMALGATED CAP (ACI) INCORPORATED**, a corporation duly organized and existing under and by virtue of the Philippine laws with business and postal address at ACI IT and Business Center, Doña Carolina Bldg., JP Laurel Ave., cor. Iñigo St., Davao City, and represented herein by its Business Unit - Leasing Head, **FEDERICA C. DELA CRUZ**, herein referred to as the "**LESSOR**".

The **DOST-ASTI** and **AMALGATED CAP (ACI) INCORPORATED** are herein collectively referred to as "**PARTIES**".

### WITNESSETH That:

**WHEREAS**, the **LESSEE** and the **LESSOR**, pursuant to DOST-ASTI BAC Resolution No. 23-12-252 dated 14 December 2023 signed Purchase Order (PO) No. ALAM-23-12-019 dated 19 December 2023 for the lease of office space and storage unit, which is in force and effect until 14 August 2024. A copy of said PO is attached herein as **Annex "A"**;

**WHEREAS**, the **LESSEE** and the **LESSOR** amended the aforementioned PO on 11 July 2024 to incorporate the expenses charged to **LESSEE's** account such as electric and water utility charges, insurance, pest control, air condition cleaning and maintenance, air conditioning/cooling tower usage fee beyond standard prescribed hours, safety hazard training fee, and required renovation, if any. A copy of the amendment to PO is attached herein as **Annex "B"**;

**WHEREAS**, the Guidelines on the Renewal of Regular and Recurring Services under the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 provides that procuring entities may extend the duration or effectivity of an ongoing contract about to expire for a period not to exceed three (3) months, provided it complies with the conditions stated therein;

**WHEREAS**, the **LESSEE** extended the Contract of Lease for one and a half months, covering the period of 15 August 2024 to 30 September 2024 under the same terms and conditions as the original lease. The Extension of Lease Contract Agreement is attached herein as **Annex "C"**;

**WHEREAS**, the **LESSEE** renewed the Contract of lease twice, specifically from 01 October 2024 to 31 December 2024 and 01 January 2025 to 31 March 2025. The Contract Agreements for the Renewal of Lease are attached herein as **Annexes "D" and "E"**;

**WHEREAS**, on 08 April 2025, the end-user submitted a Memorandum dated 04 March 2025 to the DOST-ASTI Bids and Awards Committee (BAC) justifying that the lease is crucial to ensure the Automated Labeling Machine (ALAM) Project's operations throughout its approved extension implementation period;

**WHEREAS**, the end-user conducted a market scoping showing that the **LESSOR** offers lower rental rates and provided satisfactory services;

**WHEREAS**, the DOST-ASTI BAC resolved to approve the request of the end-user for the renewal of the Contract of Lease for Office Space and Storage Unit, given that the same is essential, indispensable, and necessary for the operations of the DOST-ASTI's ALAM Project;

**NOW, THEREFORE**, for and in consideration of the foregoing premises and of the terms hereinafter provided, the parties hereby agree to execute this Renewal Contract under the following terms and conditions:

**1. EFFECTIVITY**

This Renewal of Contract of Lease shall be from 01 April 2025 to 30 June 2025, subject to further extension or renewal on agreement of both parties prior to the expiration thereof.

**2. RENTAL RATE**

The total contract price is Six Hundred Twenty-One Thousand Fifty-Nine Pesos and 16/100 Only (P621,059.16), with a monthly rental rate for the leased premises is Two Hundred Seven Thousand Nineteen Pesos and 72/100 (P207,019.72), inclusive of all applicable taxes and charges.

**3. SECURITY DEPOSIT / ADVANCE PAYMENT**

A single advance payment not to exceed fifty percent (50%) of the contract amount shall be allowed pursuant to Section 4.3 of the Contract Implementation Guidelines for the Procurement of Goods, Supplies and Materials of the 2016 revised Implementing Rules and Regulations of the Republic Act No. 9184.

It is understood, however, that said advance payment shall be consumed, as monthly rental payment, in the latter part of the contract duration.

**4. ALL OTHER TERMS AND CONDITIONS**

Except for the foregoing, all the terms and conditions under PO No. ALAM-23-12-019 dated 19 December 2023, as well as its amendment, extension, and renewals shall be read and construed as part of this Contract, and all terms and conditions therein, which are not inconsistent with this Contract shall remain unchanged and in full force and effect.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands on the date and at the place above written.

**DOST ADVANCED SCIENCE AND  
TECHNOLOGY INSTITUTE**

Represented by:

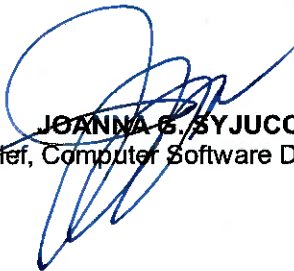
  
**FRANZ A. DE LEON, Ph.D.**  
Director

**AMALGATED CAP (ACI)  
INCORPORATED**

Represented by:

**FEDERICA C. DELA CRUZ**  
Business Unit - Leasing Head

SIGNED IN THE PRESENCE OF

  
**JOANNA S. SYJOCO**  
Chief, Computer Software Division

**CERTIFIED FUNDS AVAILABLE:**

BUP5 02308401A025-05-000109  
MAY 05, 2025  
PHP 621,059.16

  
**GAY CONCEPCION S. BUGAGAO**  
Accountant III

A C K N O W L E D G M E N T

REPUBLIC OF THE PHILIPPINES )  
 ) S.S.

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_ 2025 personally appeared:

Name	Gov't. Issued ID No.	Date/Place Issued
FRANZ A. DE LEON, Ph.D.	<u>S0033689A (passport)</u>	<u>08 March 2024, DFA Manila</u>
FEDERICA C. DELA CRUZ	_____	_____

Known to me be the same persons who executed the foregoing documents and acknowledged that the same is their voluntary act and deed for the agencies they represent.

This instrument, consisting of three (3) of four (4) identical copies including this page on which the acknowledgment is written, has been signed on the left-hand margin of each and every page thereof by parties and their witnesses, and sealed with a notarial seal.

WITNESS MY HAND SEAL this \_\_\_\_\_ in \_\_\_\_\_ Philippines.

NOTARY PUBLIC

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Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 2025.