



**NOTICE OF AWARD**

25 April 2014

Sir:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Department as contained in the approved Supplemental Annual Procurement Plan No. 1 for CY 2014, the Department of Foreign Affairs is awarding the procurement for the printing of Two Million Six Hundred (2,600,000) pieces of regular electronic passport booklets directly from your agency, **Bangko Sentral ng Pilipinas**, in the amount of *One Billion Two Hundred Ninety-Two Million Two Hundred Thousand Pesos (Php 1,292,200,000.00)* only, including taxes and other lawful charges, subject to the signing of the Purchase Order.

Very truly yours,

Handwritten signature of Linglingay F. Lacanlale in cursive script.

**LINGLINGAY F. LACANLALE**  
Undersecretary for Administration  
and Head of the Procuring Entity

**MR. PATERSON ENCABO**  
Director  
BANGKO SENTRAL NG PILIPINAS  
BSP Complex, cor. P. Ocampo  
and Mabini Streets  
Malate, Manila

*Kustodian oca-aw  
06/04/14*




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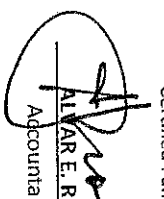
  
LINGLINGAY F. LACANLALE  
Undersecretary for Administration  
and Head of the Procuring Entity

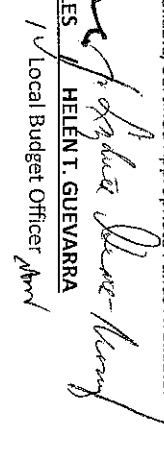
**MR. PATERSON ENCABO**  
Director  
BANGKO SENTRAL NG PILIPINAS  
BSP Complex, cor. P. Ocampo  
and Mabini Streets  
Malate, Manila

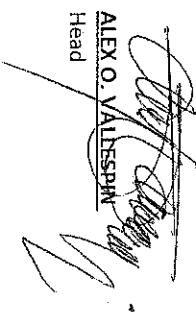
**SUPPLEMENTAL ANNUAL PROCUREMENT PLAN NO. 1 FOR CY 2014**

Code	Program/Activity/Project	End-User	Mode of Procurement	Schedule for Each Procurement Activity										PRF	Estimated Budget/PPE		Remarks/Activity (Brief Description of Program/Project)							
				Pre-Proc Conf.	As/Post	Pre-Bid Conf.	Sub/Open of Bids	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance Turnover	MOOE		CO									
1	<b>Hosting of Events/Activities/Trainings</b>	WPS	LOV/SVP/S															To include catering services						
				a. Post-PM Memorial Submission Inter-agency Meeting	Apr-14	46,200.00															To include rental of venue/meeting package, rental of equipment			
				b. Briefing on the West Philippine Sea for Gov't Into Officers	Apr-14	586,300.00																	To include hotel accommodation, luncheon, transportation, etc	
c. 1st PH-Morocco Joint Commission Meeting (JCM)	Apr-Jun 14	477,753.76																						
3	<b>Office Supplies/Devices/Equipment/Furniture</b>	OCA	SVP/S															For the official use of DFA-NGA West (SM Manila)						
				a. One (1) Airconditioning Unit	Mar-Jun 14	20,990.00																		
				b. Collapsible Utility Tents and Side Panels	Apr-Jun 14	464,800.00																		
				c. Electric Fans and Aircon Unit	Apr-Jun 14	185,980.00																		
				d. Utility Dish, Mother of Pearl and ID Holder	Apr-Jun 14	35,800.00																		
				e. Retractable Stanchion with belt	Apr-Dec 14	33,500.00																		
				f. Conference Supplies and Materials	Jun-Dec 14	37,393.00																		
				g. Supply of Lamps with Plastic L.D.	Apr-Dec 14	49,000.00																		
				h. Various Office Supplies, Equipment and Furniture	Mar-Jun 14	1,283,919.62																		
				i. Office Equipment and Devices	Apr-Jun 14	72,000.00																		
				j. Steel Cabinets and Uninterrupted Power Supply (UPS)	Apr-Jun 14	37,840.00																		
				k. Passport Booklets (Passport & MRP)	Jan-Dec 14	1,765,520,790.00																		
				4	<b>Other Expenses</b>	OMEA	DC															For the official use of the DFA-BAC Secretariat		
a. One (1) year Internet Subscription of Stratfor (Daily Middle East and African Events)	One (1) year	6,000.00																						
<b>GRAND TOTAL</b>												<b>2,061,799.62</b>	<b>1,765,520,790.00</b>	<b>6,000.00</b>										

We hereby warrant that the total amount reflected in this Annual Supplies/Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Certified Funds Available/Certified Appropriate Funds Available:  
  
**ALVAR E. ROSALES**  
 Accountant

  
**HELENT T. GUEVARRA**  
 Local Budget Officer

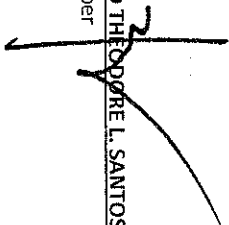
Prepared by: DFA-BAC Secretariat  
  
**ALEX O. VALTESPIN**  
 Head

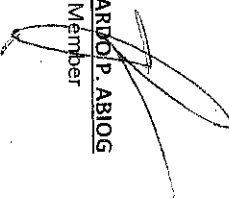
*July*


*Perforation 1413 - 14 11*


SUPPLEMENTAL ANNUAL PROCUREMENT PLAN NO. 1 FOR CY 2014

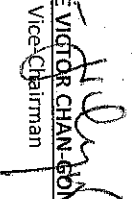
RECOMMENDING APPROVAL:

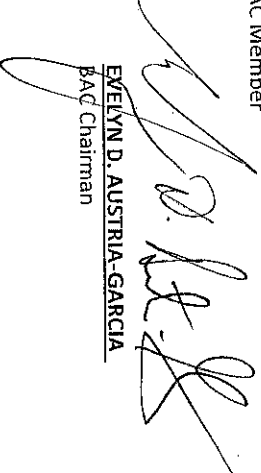
  
BERTRAND THEODORE L. SANTOS  
BAC Member

  
GERARDO P. ABIOG  
BAC Member

  
EDWARD C. YULO  
BAC Member

  
GONZALO B. MUSOR  
BAC Member

  
JOSE VICTOR CHAN-GONZAGA  
BAC Vice-Chairman

  
EVELYN D. AUSTRIA-GARCIA  
BAC Chairman

\*\*

Approved:  
By the Authority of the Secretary of Foreign Affairs:

  
LINGLINGAY F. LACANILALE

Undersecretary and Head of the Procuring Entity  
Date: 20 March 2014

- Alternative Methods of Procurement:
- S - Shopping
  - SVP - Small Value Procurement
  - LRP - Lease of Real Property
  - DC - Direct Contracting
  - LOV - Lease of Venue
  - HTC - Highly Technical Consultant



## BIDS AND AWARDS COMMITTEE

## BAC Resolution No. 143-14

**RESOLUTION RECOMMENDING, BY REFERENDUM, THE AMENDMENT OF THE DEPARTMENT'S ANNUAL PROCUREMENT PLAN FOR CY 2014 REFLECTING NEGOTIATED PROCUREMENT (AGENCY-TO-AGENCY) AS ALTERNATIVE METHOD OF PROCUREMENT FOR THE PRINTING OF REGULAR ELECTRONIC PASSPORT BOOKLETS FOR THE OFFICIAL USE OF THE OFFICE OF CONSULAR AFFAIRS**

**WHEREAS**, in a Memorandum dated 24 April 2014, the Office of Consular Affairs (OCA) intends to engage the services of the Bangko Sentral ng Pilipinas (BSP) for the printing of Two Million Six Hundred (2,600,000) pieces of regular Electronic Passport (ePassport) Booklets for its official use;

**WHEREAS**, the Department's Annual Procurement Plan for CY 2014 includes the procurement of said e-Passport booklets; however, the mode of procurement reflected in the APP is Public Bidding instead of Agency-to-Agency Agreement under Negotiated Procurement;

**WHEREAS**, per consultation with the Government Procurement Policy Board (GPPB), there is a need to issue a Resolution correcting the mode of procurement indicated in the Department's Annual Procurement Plan for CY 2014;

**WHEREAS, Negotiated Procurement (Agency-to-Agency Agreement)** shall be the alternative method of procurement for the printing of regular ePassport booklets, as prescribed under GPPB Resolution No. 05-2010;

**WHEREAS**, GPPB Resolution No. 05-2010 provides that printing of Accountable Forms and Sensitive High Quality/Volume Requirements shall only be undertaken by the Recognized Government Printers (RGPs), namely: Bangko Sentral ng Pilipinas, National Printing Office and APO Production Unit, Inc.;

**WHEREAS**, Annex A of the said Resolution considers passport as an accountable form;

**WHEREAS**, this amendment shall be included in the Supplemental Annual Procurement Plan No. 1 for CY 2014;

**WHEREAS**, Sec. 7.4 of the IRR provides that the updating of the individual PPMPs and consolidated APP for each procuring entity shall be undertaken every six (6) months or as often as may be required by the Head of the Procuring Entity;

**WHEREAS**, Section 53 of the Revised Implementing Rules and Regulations (IRR) of R.A. 9184 allows negotiated procurement as a method of procurement of infrastructure projects, consulting services and goods from another agency of the Government;

**WHEREAS**, Section 5 (iii) of GPPB Resolution No. 18-2 007 allows such procurement through Agency-to-Agency Agreement, provided that: i) a cost benefit analysis shall be conducted by the Procuring Entity indicating that entering into an Agency-to-Agency with the servicing agency is more efficient and economical for the government; ii) total amount of all goods, consulting and infrastructure projects undertaken or to be undertaken shall not exceed twenty-five percent (25%) of the Procuring Entity's total procurement budget for each category as reflected in its approved APP; iii) servicing agency has the mandate to deliver the goods and services required to be procured or to undertake the infrastructure project or consultancy required by the Procuring Agency; and, iv) Servicing Agency owns or has access to the necessary tools and equipment required for the project;


**NOW, THEREFORE**, we, the members of the Bids and Awards Committee of the Department, **RESOLVE** to **RECOMMEND** to the Head of the Procuring Entity (HOPE) the amendment to the Department's Annual Procurement Plan for CY 2014 reflecting Negotiated Procurement (Agency-to-Agency) as alternative mode of procurement for the printing of regular ePassport Booklets, subject to the above-mentioned requirements and provided that existing auditing rules and regulations shall be strictly observed by the end-user.

**ADOPTED** this 25<sup>th</sup> day of April 2014, Pasay City.

  
**EVELYN D. AUSTRIA-GARCIA**  
BAC Chairperson

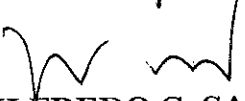
(ON LEAVE)  
**JOSE VICTOR CHAN-GONZAGA**  
BAC Vice-Chairman

**EDWARD C. YULO**  
BAC Member

  
**GERARDO P. ABIOG**  
BAC Member


  
**GONARAÑO B. MUSOR**  
BAC Member

  
**BERTRAND THEODOR L. SANTOS**  
BAC Member

  
**WILFREDO C. SANTOS**  
BAC Provisional Member  
Representative of the End-user (OCA)

Approved:

By the Authority of the Secretary of Foreign Affairs:

  
**LINGLINGAY F. LACANLALE**  
Undersecretary for Administration  
and Head of the Procuring Entity


**NOTICE OF AWARD**

25 April 2014









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**MR. PATERSON ENCABO**  
Director  
BANGKO SENTRAL NG PILIPINAS  
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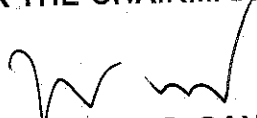
Sr. Sp. Asst. N. Sevigon	
BAC Chairman E.D. Austria-Garcia	 (took no part)
BAC Vice-Chairman J.V.Chan-Gonzaga	 (on leave)
BAC Members: G.B. Musor	_____
G.P. Abiog	
B.T. L. Santos	
End-User Representative:	_____
Asst. Sec. W.C. Santos	
BAC Secretariat:	
Head - A.O. Vallespin	
A. De Asis-Del Mundo	_____
S.P. Toledo	
G.C. Fernandez	_____

8467-14



OFFICE OF CONSULAR AFFAIRS

MEMORANDUM FOR THE CHAIRMAN OF BIDS AND AWARDS COMMITTEE

FROM :   
WILFREDO C. SANTOS  
Assistant Secretary

SUBJECT : Request for BAC Resolution for the Procurement of the 4<sup>th</sup>  
Order of Regular ePassport Booklets

DATE : 24 April 2014

---

The Office of Consular Affairs (OCA) respectfully requests the issuance of an appropriate BAC Resolution to cover the procurement of the 4<sup>th</sup> order of regular ePassport Booklets for CY 2014-2015.

Attached, for reference and information, are the following:

- Purchase Request for the 4<sup>th</sup> Order of regular ePassport booklets
- Approved Certificate of Funds
- Approved Quotation from the Bangko Sentral ng Pilipinas
- MOA-SMOA for the Machine Readable Electronic Passport Project

Your early action on the above request will be appreciated.

Enclosed: as stated.

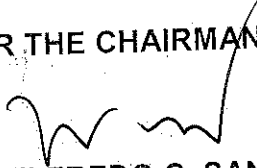




OFFICE OF CONSULAR AFFAIRS

MEMORANDUM FOR THE CHAIRMAN OF BIDS AND AWARDS COMMITTEE

FROM :

  
WILFREDO C. SANTOS  
Assistant Secretary

SUBJECT :

Request for BAC Resolution for the Procurement of the 4<sup>th</sup>  
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DATE :

24 April 2014

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Your early action on the above request will be appreciated.

Enclosed: as stated.



OFFICE OF FISCAL MANAGEMENT

CERTIFICATE OF AVAILABILITY OF FUNDS

This is to certify that the amount of **ONE BILLION TWO HUNDRED NINETY TWO MILLION TWO HUNDRED THOUSAND PESOS ONLY (Php 1,292,200,000.00)** is available to cover the cost of 2,600,000 Regular e-Passport Booklets at Php497.00/booklet, chargeable against OCA's Fund, subject to existing accounting and auditing rules and regulations.

Funds provided for the purpose will be valid up to 31 December 2014.

This certification is issued for whatever lawful purpose it may serve.

For the Assistant Secretary:

  
LYRIE F. FULGENCIO  
Acting Chief Accountant

28 February 2014

Note: original copies of documents received by:

*Reyes, Sonny Lito R.*  
30 April 2014

CERTIFIED TRUE COPY  
CENTRAL RECORDS DIVISION  
DEPARTMENT OF FOREIGN AFFAIRS  
28 MAR 2014  
  
LORRAINE M. ESPIRITU  
ACTING DIRECTOR

02 - 14 - 0059



OFFICE OF CONSULAR AFFAIRS

URGENT AND CONFIDENTIAL

MEMORANDUM FOR THE UNDERSECRETARY FOR ADMINISTRATION

Cc : THE ASSISTANT SECRETARY, OFM *DM*  
THE CHAIRMAN, BAC

FROM : *WCS*  
WILFREDO C. SANTOS  
Assistant Secretary

SUBJECT : Approval for the 4<sup>th</sup> Purchase Order of Regular  
ePassport Booklets

DATE : 13 January 2014

---

Further to OCA's procurement of ePassport booklets for F.Y. 2014, attached is the Purchase Order dated 27 December 2013 for the two million six hundred thousand (2,600,000) order quantity of regular ePassport booklets amounting to PhP497.00 per booklet (VAT included), or with the total cost of PhP1,292,200,000.

In this regards, OCA respectfully recommends the Honorable Undersecretary's approval and signature as conformer on the above mentioned purchase order of regular ePassport booklets.

For the Honorable Undersecretary's consideration.

APPROVED

DISAPPROVED

*\* chargeable against the FY 2014 e-passport booklets budget, subject to existing accounting, auditing and procurement rules and regulations.*

*Rafael E. Seguis*  
RAFAEL E. SEGUIS

Undersecretary for Administration



**PURCHASE ORDER**  
DEPARTMENT OF FOREIGN AFFAIRS

Supplier: Bangko Sentral ng Pilipinas  
Address: BSP Complex, corner P. Ocampo and Mabini Streets,  
Malate, Manila

P.O. No. \_\_\_\_\_  
Date: 27-Dec-2013  
Mode of Procurement: Agency to Agency

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: E-Passport Personalization Center, BSP Complex, Quezon City  
Date of Delivery: Weekly or as may be amended based on the exigencies of public service

Delivery Term: within 7 days from receipt of delivery request  
Payment Term: 30 Days

Item No.	Unit	Quantity	Description	Unit Cost	Amount
<b>Office of Consular Affairs</b>					
1	booklet	2,600,000	Regular E-passport ( 44 pages design with IC chip ) xx	P 497.00	P 1,292,200,000.00
					TOTAL -----
					P 1,292,200,000.00

(total Amount in Words)

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

JANETTE A. ELLA  
Officer-in-Charge, SPC

(Signature over printed name)

4/10/14  
(Date)

Very truly yours,

RAFAEL E. SEGUIS  
Undersecretary, OUA

Requisitioning Office/Dept:

OCA

Funds Available:

LYRIE F. FULGENCIO  
Chief Accountant

Amount:

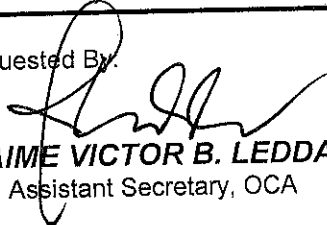

₱ 1,292,200,000.00

ALOBS No.:

CAF  
Control # 02-14-0059

WILFREDO C. SANTOS  
Assistant Secretary, OCA



<b>PURCHASE REQUEST</b>					
<b>Department of Foreign Affairs</b>					
Agency					
Department :		<b>Office of Consular Affairs</b>		PR No: <b>07 - 03913</b>	Date: <b>JUN 12 2018</b>
Section :		<b>Passport Division</b>		SAI No. _____	Date : _____
Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	bkts	<b>Regular e-Passport</b> (44-page design with IC chip)  *****Nothing Follows*****	<b>2,600,000</b>  <b>booklets</b>		
Purpose : <b>For the Official use of the Office of Consular Affairs</b>					
Signature	Requested By:		Approved by:		
Printed Name : Designation :	 <b>JAIME VICTOR B. LEDDA</b> Assistant Secretary, OCA		 <b>MELITA S. STA. MARIA-THOMECZEK</b> Assistant Secretary, OPAS		

# PURCHASE REQUEST

## Department of Foreign Affairs

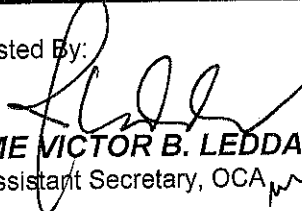
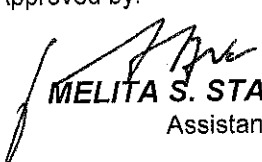
Agency

Department : Office of Consular Affairs PR No: 07 - 03913 Date: Jul 12 2013

Section : Passport Division SAI No. \_\_\_\_\_ Date : \_\_\_\_\_

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	bk/Its	<b>Regular e-Passport</b> (44-page design with IC chip)  *****Nothing Follows*****	2,600,000  booklets		

Purpose : For the Official use of the Office of Consular Affairs

Signature	Requested By:  <b>JAIME VICTOR B. LEDDA</b> Assistant Secretary, OCA	Approved by:  <b>MELITA S. STA. MARIA-THOMECZEK</b> Assistant Secretary, OPAS
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MCJ

**BANGKO SENTRAL NG PILIPINAS  
DEPARTMENT OF GENERAL SERVICES  
CUSTOMER RELATIONS DIVISION  
QUOTATION**

DATE 11 December, 2013 Our Ref. DFA-1013-023 IO

CLIENT Department of Foreign Affairs - Office of Consular Affairs

DOCUMENT TYPE Regular Passport - (44 page design with IC chip) 4th order-2014)

ORDER QUANTITY 2,600,000 booklets (Note: Without laminates and consummables for personalization)

**DOCUMENT SPECIFICATIONS**

SIZE 88 mm x 125 mm (folded) NO. OF PAGES: 44 pages

PAPER Cylinder-mould made watermarked with RP seal parallel to machine direction

LAMINATE None sewn in the booklet; to be procured and supplied by DFA

WORKINGS Inside Front Cover (IFC) : 2 Rainbow Background ; RP Seal (new Coat of Arms); 1 text

Inside Back Cover (IBC) : 2 Rainbow Background ; 1 text

Data Page to Page 2 : 2 tints

Inside Pages to Page 1 : 2 Rainbow Background ; RP flag; 1 text

Page 3 to Page 44: 2 Rainbow Background : 1 text ; 1 UV colorless

fluorescent rainbow print

SERIAL NO. Laser Perforated: From page 3 to back cover

BARCODE Inside Back Cover (IBC)

NOTE Initial order due to new coat of arms

**FINISHING**

COVER Maroon bookcloth with gold blocking of the RP Seal and ePassport icon.

IC CHIP Inside Back cover

BOUND Stitched on the centerfold

PACKAGING Packed in corrugated boxes

<u>ORDER QUANTITY</u>	<u>PRICING</u>	<u>DELIVERY DATE</u>
<u>2,600,000 booklets</u>	<u>P497.00 per booklet</u>	<u>To be agreed on between BSP and DFA.</u>
	<u>(With 12% VAT)</u>	

**REQUIREMENTS**

Approved Quotation

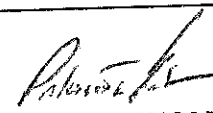
Funded Purchase Order or Certification of Availability of Funds

**SERIAL NUMBER :**

Please confirm

VALIDITY 15 DAYS FROM SUBMISSION /FAX RECEIPT OF THIS QUOTATION.

NOTE Initial order due to New Coat of Arms

  
**PATERSON L. ENCABO**  
 Director

IF ACCEPTABLE, PLEASE SIGNIFY YOUR CONFORMITY BY RETURNING THE ATTACHED DUPLICATE COPY DULY SIGNED AND ACCOMPLISHED.

CONFORME:   
**RAFAEL E. SEGUIS**  
Undersecretary for Administration  
 Signature Over Printed Name

DATE: \_\_\_\_\_

**SUPPLEMENTAL MEMORANDUM OF AGREEMENT**  
**for the**  
**MACHINE READABLE ELECTRONIC PASSPORT PROJECT**

**KNOW ALL MEN BY THESE PRESENTS:**

**THIS AGREEMENT** made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2008 by and between:

**BANGKO SENTRAL NG PILIPINAS**, a government instrumentality created and existing by authority of Republic Act No. 7653, with principal office address at A. Mabini corner P. Ocampo, Sr. Streets, Malate, Manila represented in this instance by its Assistant Governor, **EVELYNA C. AVILA**, hereinafter referred to as **BSP**;

-- and --

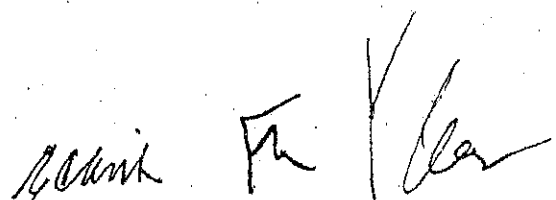
**DEPARTMENT OF FOREIGN AFFAIRS** an agency of the Philippine Government, with principal office address at ADB Building, 2330 Roxas Boulevard, Pasay City, duly represented in this instance by its Department Undersecretary, **FRANKLIN M. EBDALIN**, and hereinafter referred to as the **DFA**;

**WITNESSETH THAT -**

**WHEREAS**, on 01 August 2006, BSP and DFA executed a Memorandum of Agreement ("MOA") covering the procurement of a complete package of systems design, technology, hardware, software, and peripherals, maintenance and technical support, ecovers and datapage security laminates for the centralized production and personalization of Machine Readable Electronic Passport (hereinafter referred to as the "**Project**") in view of the immediate necessity for the production of passports that conform to the requirements and standards set by the International Civil Aviation Organization (ICAO), which has set the year 2010 for the use of machine-readable electronic passport for all countries.

**WHEREAS**, to ensure the full integration of all the components of the Project, the BSP decided to include in the procurement for the Project the data capture component, which DFA originally intended to procure separately, based on the representation that the amount paid for and advanced by the BSP shall promptly be reimbursed by the DFA.

**WHEREAS**, in the implementation of its undertaking under the MOA, BSP invited Bids for the Project.





WHEREAS, after due procurement proceedings, a bidding was held last April 24, 2008 where Francois Charles Oberthur Fiduciaire S.A. (the "FCOF") submitted the lone calculated responsive bid for the Project in the sum of Twenty Million Four Hundred Ninety Three Thousand Nine Hundred Four US Dollars [US\$20,493,904.00] (hereinafter called the "Contract Price"), CIF, Named Place of Destination, subject to all the terms and conditions of the international bidding.

WHEREAS, after bid evaluation and post-qualification, the Bids and Awards Committee of BSP recommended the Project's award to the Monetary Board, which approved and confirmed the award under Resolution No. 801 dated 26 June 2008.

WHEREAS, in the implementation of the Project, the parties have to clearly define their working relationship and their undertakings to ensure its success.

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree to perform and abide by the following undertakings:

I. Settlement of Past Accounts Payable

- a. DFA hereby endeavors to settle promptly all its past due Accounts Payable to BSP amounting to Php 155,025,564.74, more or less, as of 31 August 2008, subject to existing accounting and auditing rules and regulations.

II. Project Cost

- a. BSP shall pay for the total cost of the Project, as bidded out, to FCOF, equivalent to the Contract Price of Twenty Million Four Hundred Ninety-Three Thousand Nine Hundred Four US Dollars (US\$20,493,904.00) in a manner provided for in the issued TOR and Bid Bulletins ("Appendix 20 - Payment Scheme"), exclusive of the import duties, taxes and all incidental expenses which shall be for the account of the BSP as provided for in the bidding documents.
- b. The total Project cost with a reasonable amount of margin, inclusive of import duties, taxes and all incidental expenses, and exclusive of the total cost of data capture component shall be recovered by the BSP (as part of the selling price of the e-passport booklet) in accordance with the provision of this supplemental MOA and related supply agreements between the parties. DFA shall pay BSP the actual cost of the data capture component, including its corresponding import duties, taxes and all incidental expenses, whenever applicable, in the manner provided for herein.

III. Data Capture Component

- a. BSP shall execute a deed of assignment of all of its rights over the data capture component of the Project in favor of the DFA. Henceforth, DFA shall accept all deliveries in accordance with the delivery schedule (as provided for in the TOR and Bid bulletins), and shall be considered the owner thereof, and be responsible for the said data capture component, including its preservation, maintenance and insurance.

- b. DFA shall receive directly from FCOF the hardware/software components of the data capture system.
- c. BSP shall issue to DFA a Statement of Account within five (5) days upon completion of the delivery by FCOF of hardware/software components of the data capture system, as stipulated in II.b.
- d. DFA shall promptly remit to the BSP the total cost of data capture component not later than five (5) days from receipt of the said Statement of Account, subject to existing accounting and auditing rules and regulations.

**IV. Price and Quantity**

- a. DFA hereby represents and warrants that it shall procure all its e-passport requirements exclusively from the BSP for ten (10) years and the BSP hereby obligates itself to supply the said requirements to DFA within the said period. For this purpose, DFA hereby submits its projected e-passport requirements for the next five (5) years (Annex "A") and will exert its best efforts to faithfully comply with said schedule by securing, among other things, the necessary approvals and consents. The projected e-passport requirements for the period 2015-2018 will be subject to negotiation between BSP and DFA.
- b. BSP shall deliver to DFA 2,030,000 million e-passport booklets at a price of Six Hundred Fifty Pesos (Php 650.00) (VAT Inclusive) per booklet for the Year 2009. For deliveries in excess of 2,030,000 million booklets up to Year 2011, the price shall be at Six Hundred Pesos (Php 600.00) (VAT Inclusive).
- c. Starting year 2012, the price of the e-passport booklets shall be subject to automatic review and negotiation between BSP and DFA, and henceforth, for every three (3) years up to the end of the ten (10) year period provided for in this contract.
- d. The price of the e-passport booklets shall include the following components:
  1. All Capital Expenditures (CAPEX), Operating Expenditures (OPEX) and incidental expenses related to the production of e-passport booklets including spoilage.
  2. Use of BSP premises, facilities and utilities in connection with the e-passport personalization operation by DFA at BSP excluding long distance calls/fax transmissions.
- e. Other than the laminates, consumables and leases supplied for by FCOF under its contract with the BSP during the project implementation, the DFA shall procure for its own account the laminates, all consumables (e.g. inks), Leased Lines, Service Level Agreements and other related requirements necessary for the data capture, transmission, and personalization of e-passport booklets.

*[Handwritten signatures]*

- f. In the event the BSP should incur losses due to the extraordinary increase in the price of e-passport booklet components under paragraph IV (d) above during the first three (3) years of e-passport production, BSP shall recover said losses by factoring the same in the selling price of the e-passport booklets to be delivered starting year 2012.

V. Billing and Payment

- a. BSP shall issue a Sales Invoice for every delivery of e-passport booklets to DFA.
- b. DFA shall pay for the e-passport booklet at a cost agreed upon by the parties.
- c. DFA shall pay for the e-passport booklet deliveries within thirty (30) days from receipt of the BSP-issued Sales Invoice, subject to existing accounting and auditing rules and regulations.

VI. Upgrade

- a. DFA shall shoulder all upgrades to the personalization component of the Project procured by the BSP but used by the DFA.
- b. DFA shall also shoulder the maintenance cost for the upgraded version or replaced system.

VII. Other Undertakings

- a. DFA shall comply with all applicable rules and regulations of the BSP relative to the operation of Project's personalization facilities to be undertaken in BSP premises.
- b. DFA shall assist BSP, whenever possible, in procuring future supply of the e-covers to supply DFA's requirements.
- c. BSP and DFA shall agree on the e-passport booklet acceptance criteria and production tolerances as basis for determining and accounting for the spoilage.
- d. DFA shall allow authorized BSP representatives' access to the Project's personalization site to monitor/inspect/audit all hardware, software, furniture, fixtures owned by BSP.
- e. DFA shall reimburse the BSP for attendant costs, as well as losses suffered, arising from, or in relation to, the disposal of materials and equipment procured for the Project, where such disposal is necessitated by, or is a consequence of, an order or decision adversely affecting the BSP, issued by a court, tribunal or quasi-judicial agency of competent jurisdiction in a proceeding involving the dispute settlement of issue/s arising from the BOT Agreement.
- f. Nothing in the foregoing will allow any breach in or threaten to breach, in any way, the security and confidential transactions and operations of the BSP.

- g. Transfer of the Personalization Site. Nothing herein shall prevent the parties, should they find it more advantageous in the future, to move the personalization site from the BSP Security Plant complex to another site, as mutually agreed upon by the parties.
- h. BSP and DFA shall mutually agree to any modification/revision of the Terms of Reference – (TOR) to make the system more efficient and responsive to the requirements of both BSP and DFA, subject to existing laws, rules and regulations.

IN WITNESS WHEREOF, the Parties have hereunto affixed their signatures this \_\_\_ day of \_\_\_\_\_, 2008 in Manila.

BANGKO SENTRAL NG PILIPINAS

DEPARTMENT OF FOREIGN AFFAIRS

By:

By:

*Evelyna C. Avila*  
 EVELYNA C. AVILA  
 Assistant Governor  
*per per ad*

*Franklin M. Ebdalin*  
 FRANKLIN M. EBDALIN  
 Undersecretary  
*Hay*

SIGNED IN THE PRESENCE OF:

*Nestor B. Salzano*  
 NESTOR B. SALZANO  
 DIRECTOR, B&D

*Domingo D. Lucenario, Jr.*  
 DOMINGO D. LUCENARIO, JR.  
 ASSISTANT SECRETARY, OCA

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES)  
CITY OF PASAY CITY ) S.S.

BEFORE ME, a Notary Public for and in the City of PASAY CITY,  
Philippines, personally appeared:

DEPARTMENT OF FOREIGN AFFAIRS, represented by its  
Department Undersecretary, Franklin M. Ebdalin, with Community  
Tax Certificate No. 19494169 issued on 11 JAN.  
2008 at MAKATI CITY

known to me and to me known to be the same person who executed the  
foregoing Instrument and he acknowledged to me that the same is his free and  
voluntary act and deed and that of the agency he represents.

This instrument, referring to a SUPPLEMENTAL MEMORANDUM OF  
AGREEMENT FOR THE MACHINE READABLE ELECTRONIC PASSPORT  
PROJECT, and consists of seven (7) pages, including this page whereon the  
acknowledgment is written, signed by the herein parties on each and every page  
hereof.

WITNESS MY HAND AND NOTARIAL SEAL on this OCT 06 2008 day of  
                     in the City of PASAY CITY, Philippines.

Doc. No. 180  
Page No. 37  
Book No. IX  
Series of 2008.

*F. Ribaya-Geronimo*  
ATTY. FILIPINA T. RIBAYA-GERONIMO  
Notary Public-Pasay City  
Comm. No. 07-09 / Until December 31, 2008  
PTR No. 0926037 / 01.03.08 / Pasay City  
IBP No. 727324 / 01.03.08 / Pasay City  
Roll of Attorney No. 52741

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in the City of \_\_\_\_\_,  
Philippines, personally appeared:

**BANGKO SENTRAL NG PILIPINAS**, represented by its  
Assistant Governor, Evelyn C. Avila, with Community Tax  
Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_, 2008  
at \_\_\_\_\_.

known to me and to me known to be the same person who executed the  
foregoing Instrument and he acknowledged to me that the same is his free and  
voluntary act and deed and that of the agency he represents.

This instrument, referring to a **SUPPLEMENTAL MEMORANDUM OF  
AGREEMENT FOR THE MACHINE READABLE ELECTRONIC PASSPORT  
PROJECT**, and consists of seven (7) pages, including this page whereon the  
acknowledgment is written, signed by the herein parties on each and every page  
hereof.

WITNESS MY HAND AND NOTARIAL SEAL on this \_\_\_\_\_ day of  
\_\_\_\_\_ in the City of \_\_\_\_\_, Philippines.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 2008.

*[Handwritten signatures]*

# ANNEX "A"

## DEPARTMENT OF FOREIGN AFFAIRS PROJECTED E-PASSPORT REQUIREMENTS FOR THE NEXT FIVE (5) YEARS

YEAR			QUANTITY (In Million Booklets)
2010			4.0
2011			4.0
2012			4.0
2013			4.0
2014			4.0

*[Handwritten signatures]*



OFFICE OF CONSULAR AFFAIRS

MEMORANDUM FOR THE CHAIRMAN OF BIDS AND AWARDS COMMITTEE

FROM : WILFREDO C. SANTOS  
Assistant Secretary

SUBJECT : Request for BAC Resolution for the Procurement of the 4<sup>th</sup>  
Order of Regular ePassport Booklets

DATE : 24 April 2014

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The Office of Consular Affairs (OCA) respectfully requests the issuance of an appropriate BAC Resolution to cover the procurement of the 4<sup>th</sup> order of regular ePassport Booklets for CY 2014-2015.

Attached, for reference and information, are the following:

- Purchase Request for the 4<sup>th</sup> Order of regular ePassport booklets
- Approved Certificate of Funds
- Approved Quotation from the Bangko Sentral ng Pilipinas
- MOA-SMOA for the Machine Readable Electronic Passport Project

Your early action on the above request will be appreciated.

Enclosed: as stated.