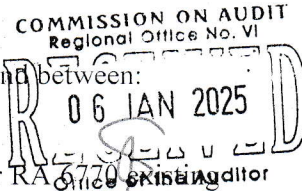


PHOTOCOPIER RENTAL SERVICE CONTRACT AGREEMENT

This Service Contract Agreement is made and entered on this day of _____ by and between:



OFFICE OF THE OMBUDSMAN (VISAYAS), a government agency created under RA 6770, existing under and by virtue of the laws of the Republic of the Philippine, with official address at DAR RO-7 Compound, M. Velez Street, Guadalupe, Cebu City, represented by **DANTE F. VARGAS**, Deputy Ombudsman for the Visayas, herein referred to as the “**RENTER**”.

-AND-

COPYWISE IMAGING SUPPLIES, a duly organized and existing under the laws of the Republic of the Philippines, with principal address at Brgy. Cuartero Highway Jaro, Iloilo City, represented by **SKIP GUPETEO** herein referred to as “**OWNER**”.

WITNESSETH:

WHEREAS, the **OWNER** shall provide one (1) Multifunction copier machine with the following specifications.

Model: HP Laser Jet Pro M525
Copy, Print, Scan
Copy Speed: Up to 40 copies per minute
With Copy Reduce/Enlarge settings
500 sheet tray
Laser Printing: Black

WHEREAS, the **RENTER** shall pay the amount of **Three Thousand Four Hundred Pesos (PHP 3,400.00)** per month (inclusive of all duties and tax) for a minimum of 7,000 copies. Rate per copy exceeding the minimum copies is **PHP 0.50/copy** with 2% spoilage.

WHEREAS, no changes shall be made to the contract price by reason of an escalation in currency.

WHEREAS, the **OWNER** shall replace the copier machine with an identical or similar copier machine if the copier machine fails to operate in accordance with the manufacturer’s specifications and operation instructions. Such replacement shall be made as soon as practicable after **RENTER** returns the non-conforming equipment.

WHEREAS, the **OWNER** shall conduct technical training to the **RENTER’s** personnel for the administration, operation, maintenance, and handling of the copier machine to be supplied.

Whereas, the **OWNER** shall observe the maximum response time of within four (4) hours from the time the **RENTER** makes its request for on-site services during regular working days.

WHEREAS, any issue/s on the photocopier machine shall be resolved immediately or immediate replacement or upgrade of the photocopier machine within 24 hours from receipt of report when the rented photocopier machine is declared beyond repair.

equivalent to monthly bill divided by number of working days multiplied by number of working days wherein the unit is unserviceable.

WHEREAS, without additional cost to the **RENTER**, the **OWNER** shall deploy technicians who shall conduct monthly unit inspection and calibration to keep the machine in good working condition at all times. The technicians shall report to **RENTER**, Mondays to Fridays, at 8:00 am to 5:00 pm. Any damage or unserviceable parts shall be repaired or replaced without charge to **RENTER** within the duration of the rental contract.

WHEREAS, the **OWNER** shall be responsible for the disposal of empty cartridges, toners, drums, and other waste materials obtained from the repairs and maintenance of the copier machine.

WHEREAS, the **RENTER** shall not transfer or remove the equipment from the address of the **RENTER** or the location shown herein as the place of use of the copier machine without prior written approval of the **OWNER**. The **RENTER** shall inform the **OWNER** upon demand of the exact location of the equipment while it is in the **RENTER**'s possession.

WHEREAS, the **OWNER** will provide the required machine maintenance and necessary replacement parts at no additional charge to the **RENTER**, except damage made by rat infestation, willful act, fault, or negligence of the **RENTER**, its representatives, agents, employees, and/or any person acting on its behalf.

WHEREAS, the monthly meter readings shall be conducted by a duly-authorized representative of the **RENTER** and the **OWNER**.

WHEREAS, the **RENTER** shall take care of the **OWNER**'s machine and shall not allow unauthorized person(s) to maintain or repair it. Any damage to the machine due to improper operation by unauthorized person(s) shall be charged to and paid for by the **RENTER**.

WHEREAS, the copier machine(s), empty cartridge(s), and all its accessories shall remain the property of the **OWNER** and the **RENTER** undertakes not to claim ownership thereof or title thereto. The **RENTER** shall not make any alterations to the machine(s) nor sell, dispose of, transfer, rent, pledge, mortgage, execute, or otherwise deal with the copier machine(s) in any way that may be prejudicial to the rights of the **OWNER**. In case of any violation by the third party of property rights of the **OWNER**, the copier machine(s) remain the property of the **OWNER**, regardless of any reasons therefore, such as execution, provisional attachment, and provisional disposition of the machine(s). In that event, the **RENTER** shall immediately inform the **OWNER** and the **RENTER** shall then be subject to the instructions of the **OWNER**.

WHEREAS, the **OWNER** shall supply all consumables, i.e., toner, developer, etc., and shall be for the account of the **OWNER** excluding copy paper.

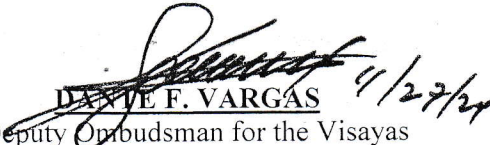
WHEREAS, upon expiration of the contract, the parties may agree to extend the same. Said extension shall be governed by the same terms and conditions herein stipulated and may be terminated by either party by means of a written notice served upon the other party at least fifteen (15) days prior to the date of such termination.

WHEREAS, upon termination or expiration of the contract, the **RENTER** shall return the copier machine and accessories to the **OWNER** by allowing the latter, on a date and time agreed upon by both the **OWNER** and the **RENTER**, to enter the **OWNER** premises for the purpose of retrieving the copier machine.

WHEREAS, payments will be paid directly to the **OWNER's** LBP account (Land Bank of the Philippines) through the List of Due and Demandable Accounts Payables - Advice to Debit Account (LDDAP-ADA).

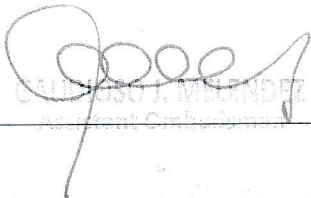
WHEREAS, the contract duration shall be for a period of one year commencing on **November 16, 2024**.

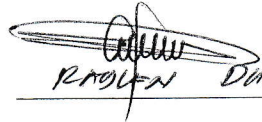
IN WITNESS WHEREOF, the parties have hereunto signed this Service Agreement this _____ day of _____, _____ in _____, Philippines.


DANTE F. VARGAS
Deputy Ombudsman for the Visayas


SKIP GUPETEO
Managing Owner

Signed in the presence of:




RIOLEN DUMARAN

-Acknowledgment follows-

ACKNOWLEDGEMENT

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

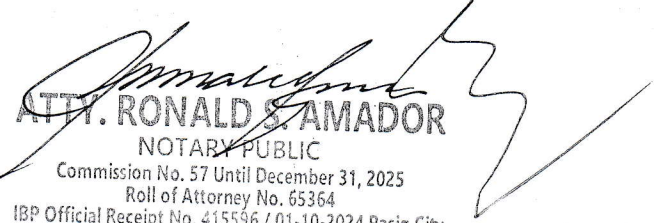
BEFORE ME, this _____ in the City of Iloilo, personally appeared the following who satisfactorily proven to me their respective identity through the following competent evidence of identity:

Name	Identification Card presented with ID No./ Community Tax Cert. (Dte & Place Issued)
SKIP GUPETEO	CC1202020210081/1-10-24/Iloilo City

and who represented to me that (i) the foregoing Photocopier Rental Service Agreement consisting of five (5) pages including the page where this Acknowledgement is written is integrally complete; and (ii) the signatures appearing in the foregoing were voluntarily affixed by the above-mentioned individuals for the purposes stated, and who all declared that they have all executed the foregoing as their free and voluntary act and deed and the corporations/offices they represent.

WITNESS MY HAND AND SEAL on the date and at the place above-written.

Doc. No. : 279
Page No. : 57
Book No. : 2
Series of 2024.


ATTY. RONALD S. AMADOR
NOTARY PUBLIC
Commission No. 57 Until December 31, 2025
Roll of Attorney No. 65364
IBP Official Receipt No. 415596 / 01-10-2024 Pasig City
PTR No. 7279622 / 01/11/2024 Iloilo City
MCLE Compliance No. VI-0006323
Valid Until April 14, 2025

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CEBU CITY) S.S


BEFORE ME, this NOV 27 2024 in the City of Cebu, personally appeared the following who satisfactorily proven to me their respective identity through the following competent evidence of identity:

<i>Name</i>	<i>Identification Card presented with ID No./ Community Tax Cert. (Date & Place Issued)</i>
DANTE F. VARGAS	

and who represented to me that (i) the foregoing Photocopier Rental Service Agreement consisting of five (5) pages including the page where this Acknowledgement is written is integrally complete; and (ii) the signatures appearing in the foregoing were voluntarily affixed by the above-mentioned individuals for the purposes stated, and who all declared that they have all executed the foregoing as their free and voluntary act and deed and the corporations/offices they represent.

WITNESS MY HAND AND SEAL on the date and at the place above-written.

Doc. No. : 86
Page No. : 98
Book No.: 1
Series of 2024.


 ATTY. CAN DENNIS B. ZAMORA
 NOTARY PUBLIC
 NOTARIAL COMMISSION NO. 062-22
 VALID UNTIL DECEMBER 31, 2025
 ROLL OF ATTORNEY NO. 83803
 IBP NO. 32249
 PTR NO. 15621
 MCLE COMPLIANCE NO. 15621 dated 2022
 Initial Compliance until April 14, 2025
 For and in the City of Cebu

