



Hotel Marcelina, Inc.  
Mayor Vitaliano Agan Ave. cor Gov. Camins Zamboanga City  
Tel no. (062) 992-2723 or 992-2713 Cp no. 0968-898-6688  
Email address: [hotelmarchelinazam@gmail.com](mailto:hotelmarchelinazam@gmail.com)

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## CONTRACT AGREEMENT

This Contract Agreement is made and entered into this 15<sup>th</sup> day of August 2025, by and between:

Development Bank of the Philippines (DBP) a state-owned development bank duly established and existing under the laws of Philippines with office address at 6F DBP Head Office Gil Puyat Avenue corner Makati Avenue, Makati, hereinafter referred to as the DBP;

AND

HOTEL MARCELINA, a duly registered business entity engaged in the hospitality industry, with business address at Mayor Vitaliano Agan Ave. cor. Gov. Camins, Brgy. Camino Nuevo, Zamboanga City 7000, hereinafter referred to as the HOTEL.

WHEREAS:

1. The DBP requires accommodation, food, and venue services for its events, training, and other official functions.
2. The HOTEL is capable and willing to provide the necessary services as per the agreed terms and conditions.
3. The event will take place from August 22-August 24, 2025.

NOW, THEREFORE, the parties hereby agree as follows:

The HOTEL shall provide the following services to DBP:

1. Accommodation for DBP personnel and guests as specified in advance by the DBP.
2. Meals, snacks and beverages for participants as per the agreed menu and schedule.
3. Function Hall with necessary amenities such as sound system, projector, and tables and chairs setup.

## PAYMENT TERMS

1. The total cost of services shall be based on the agreed quotation provided by the HOTEL.
2. The Development Bank of the Philippines (DBP) shall settle its account within thirty (30) days upon receipt of the final billing statement issued by the Hotel.
3. Any damage or additional charges caused by the guests must be paid by the DBP.

Neither party shall be held liable for failure to fulfill its obligations due to acts of God, natural disasters, pandemics, government restrictions, or other unforeseen circumstances beyond their control.

This agreement shall be governed by the laws of Philippines. Any disputes arising from this agreement shall be resolved amicably. If no resolution is reached, the matter shall be submitted to arbitration or the competent court of jurisdiction.

The undersigned agrees to hold Hotel Marcelina, Inc. free and harmless from any legal liability and medical responsibility resulting from the consumption of any food or drinks served during the event.

This agreement constitutes the entire understanding between the parties and supersedes any prior agreements. Any amendments to this agreement must be made in writing and signed by both parties. This contract may be executed in multiple copies, each of which shall be considered an original.

I have received, read and I agree with the above contract proposal and the Hotel's general terms and conditions.

Yours Sincerely,

Confirmed and Accepted by:

(SIGNED)

MS. Cherry Mae Rodriguez  
Officer-in-Charge  
Hotel Marcelina, Inc.

(SIGNED)

Head, Human Resource Management Group  
Development Bank of the Philippines

Date:

Signed in the presence of:

(SIGNED)

JEEKAH S. COBRADOR

(SIGNED)

DEUEL B. QUINTANAR

IN WITNESS WHEREOF, I have hereunto set my hand this AUG 23 2025 day of 20 at ZAMBOANGA CITY Philippines.

Doc. No. 103 NOTARY PUBLIC  
Page No. 22  
Book No. 89  
Series of 2025.

(SIGNED)

ATTY. ERNESTO S. GO  
Notary Public for Zamboanga City  
188 Gov. Ramos Ave., Zamboanga City  
Commissioned on June 02, 2025 Until Dec. 31, 2026  
Notarial Commission No. 2025-110  
IBP No. 494303; 01-02-2025; Z.C.  
PTR No. 3067052; 01-02-2025; Z.C.  
Roll of Attorney No. 26793  
MCLE No. VIII-0001499; valid until 04-14-2028