

CONTRACT OF JANITORIAL SERVICES

KNOW ALL MEN BY THESE PRESENTS:

THIS CONTRACT OF JANITORIAL SERVICES, made and entered into this 9th day of December 2020, at COA Regional Office XII, Koronadal City, by and between:

MR. VINCENT E. SALCEDO
Officer-In-Charge
Raiser Manpower & Allied Services

The COMMISSION ON AUDIT - REGIONAL OFFICE XII, a constituent of the COMMISSION ON AUDIT, a constitutional body organized and existing under the Constitution and the laws of the Republic of the Philippines, with office address at Purok Pag-asa, Barangay Paraiso, City of Koronadal, South Cotabato, duly represented herein by its Regional Director, VIRGINIA G. DATUKON, CPA, and hereinafter referred to as the "COMMISSION";

-and-

RAISER MANPOWER & ALLIED SERVICES, a sole proprietorship duly registered with the Department of Trade and Industry, duly organized and operating under the laws of the Philippines, with principal office at Road 6, Block 7 Maranon Village, Zone III, City of Koronadal, South Cotabato, represented in this contract by its Officer-In-Charge, MR. VINCENT E. SALCEDO, who is authorized to represent it in this transaction, herein referred to as the "AGENCY";

-WITNESSETH-

WHEREAS, the COMMISSION, in accordance with the provisions of the Republic Act No. 9184 and its Implementing Rules and Regulations, has invited Bids for janitorial services divided into the following lots:

VIRGINIA G. DATUKON, CPA
Regional Director
Commission On Audit Regional Office No. XII

- Janitorial Services for the period covering January 1, 2021 to December 31, 2021 @ COA RO 12, Koronadal City (4 UW x 12 months),
• Janitorial Services for the period covering January 1, 2021 to December 31, 2021 @ PSAO - Sultan Kudarat Building at Tacurong City (2 UW x 12 months),
• Janitorial Services for the period covering January 1, 2021 to December 31, 2021 @ PSAO - Sarangani Province located at Alabel, Sarangani Province (2 UW x 12 months), and
• Janitorial Services for the period covering January 1, 2021 to December 31, 2021 @ PSAO - Cotabato Province at Amas, Kidapawan City (3 UW x 12 months)

WHEREAS, the submitted bids were opened in public on October 12, 2020, and it was determined that the AGENCY has submitted the lowest calculated responsive bid and has complied with all the criteria for post-qualification;

1. That the AGENCY shall provide janitorial services including cleaning supplies necessary for the cleaning, sanitation and maintenance of the COA XII properties and premises located at COA Regional Office No. XII located at Koronadal City, PSAO-Sultan Kudarat located at Tacurong City, PSAO-Sarangani Province located at Alabel, Sarangani Province, and PSAO-Cotabato Province located at Amas, Kidapawan City;
2. That in providing janitorial services to the aforesaid offices, the AGENCY shall assign a total number of eleven (11) Utility Workers, with eight (8) hours duty from Monday to Friday, who are qualified, physically fit, sufficiently equipped and well-trained janitors which number may be increased or reduced when exigency of the

service so requires upon written request of COA XII to the **AGENCY** which shall form an integral part of this Contract;

3. That the **COMMISSION** shall have the right to require the janitors to be assigned to perform additional duties which may be necessary in the conduct of certain rules and regulations which may be observed within the premises covered by this Contract;
4. That the **AGENCY** shall make available qualified reliever/s who, with due notice to the **COMMISSION**, shall perform the assigned tasks of absent, incapacitated or otherwise indisposed personnel to ensure continuous and uninterrupted service;
5. That to ensure efficiency in the performance of the janitors' assigned tasks and to prevent commission by any of them of any act prejudicial to the interest of the client, the janitors shall be closely and strictly supervised by a supervisor of the **AGENCY** with free of charge through constant checks and inspection done during the day;
6. That there shall be no employer-employee relationship between the janitors provided by the **AGENCY** and the **COMMISSION**;
7. That the **AGENCY** shall assume full responsibility for any and all claims which the **COMMISSION** may have against the employees of the **AGENCY** by reason of their employment;
8. That the **AGENCY** shall be liable for any loss or damage that may be caused upon any of the properties of the **COMMISSION** during the tour of duty of its personnel except in cases where such loss or damage is due to force majeure or fortuitous events;
9. That the payment of salary of the janitors assigned to the **COMMISSION** shall not depend on the collections of payment by the **AGENCY** from the **COMMISSION**;
10. That the **PARTIES** hereby agree that in this instrument words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to;
11. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) General and Special Conditions of Contract;
 - (b) Schedule of Requirements;
 - (c) Technical Specifications;
 - (d) Security Management Plan;
 - (e) Invitation to Apply for Eligibility and to Bid;
 - (f) Instruction to Bidders;
 - (g) Bid Data Sheet;
 - (h) Addenda and/or Supplemental/Bid Bulletins;
 - (i) Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as Annexes;
 - (j) Eligibility requirements, documents and/or statements;
 - (k) Performance Security;
 - (l) Notice of Award of Contract and the Bidder's Conforme thereto;
 - (m) Other contract documents required by existing laws and/or the **COMMISSION**.
12. The **COMMISSION** hereby expresses to pay the **AGENCY** the total contract price of **ONE MILLION SIX HUNDRED FORTY SIX THOUSAND FORTY-ONE PESOS & 44/100 (P1,646,041.44)** over the whole contract period upon the submission of the **AGENCY** of the statement of account every 15th and 30th day of the month, in Philippine Currency;



MR. VINCENT E. SALCEDO
Officer-In-Charge
Raiser Manpower & Allied Services



VIRGINIA G. DATUKON, CPA
Regional Director
Commission On Audit Regional Office No. XII

13. This Contract shall be for a period of twelve (12) months starting from January 1, 2021 to December 31, 2021;

IN WITNESS WHEREOF, the PARTIES, hereto have caused this instrument to be signed by their duly authorized representatives at the place and date first above written.


RAISER MANPOWER & ALLIED SERVICES

(Agency)

COMMISSION ON AUDIT REGIONAL OFFICE NO. XII

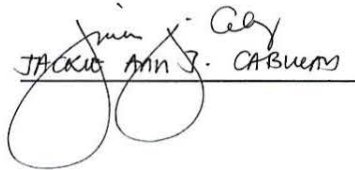
(Commission)

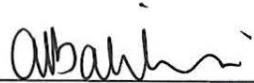
By:


MR. VINCENT E. SALCEDO
General Manager



VIRGINIA G. DATUKON, CPA
Regional Director


SIGNED IN THE PRESENCE OF:


JACKIE ANN J. CABUENA


AIMEE TESS D. BALILIA
OIC – Service Chief
Administration, Training and Finance Services

Certified Funds Available:


MEISHAEL GAY T. TULIAO
Regional Accountant

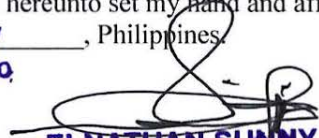

SAIDAH H. PENDALIDAY
Acting Regional Budget Officer

ACKNOWLEDGEMENT:

BEFORE ME personally appeared MR. VINCENT E. SALCEDO with _____ ID No. _____ issued on _____ at _____ and Regional Director VIRGINIA G. DATUKON, CPA with Employment ID No. 0029696 issued on at _____, the same persons who executed the foregoing acknowledgement and they acknowledged to me the same is their free act is their free act and deed.

This instrument consists of three (3) pages including in this page wherein the acknowledgement is written and duly signed by the herein parties together with their instrumental witnesses on each and every page hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this **DEC 31 2020** at **Koronadal City**, Philippines, **South Cotabato**.


ELNATHAN SUNNY C EMILIO
Notary Public
Notarial Commission No: 510-
Until December 31, 2021
PTR No. SC 3687103 Jan. 2, 2020
Koronadal City, South Cotabato
IBP OR No. 1045 Dec. 20, 2018
SOGGEN Chapter
TIN 923-467-148 Roll No. 45312

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