

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City
PURCHASE ORDER

Supplier: DEARJOHN SERVICES, INC. Address: Unit G, Dearjohn 2 Bldg., #27 Presidents Avenue, BF Homes Paranaque City TIN: 212-163-807-000 Bank: LBP - Century Park Hotel-H. Plaza Branch Account No.: 1771-0484-19 Fax: Telephone: 8478-1750 Email address: info@dearjohnsi.com	P.O. # 024-01-007 Date: January 11, 2024 Mode of Procurement: Public Bidding
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: OFFICE OF THE SOLICITOR GENERAL	Delivery Term: w/in Fifteen (15) days upon receipt of NTP with one (1) year contract
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Date of Delivery:	Payment Term: Per billing (Bank to Bank)
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Stock No.	Unit	Description	Qty.	Unit Cost	Amount
	year	PROCUREMENT OF JANITORIAL SERVICES FOR THE YEAR 2024 <i>Inclusion: Twenty- Six (26) Janitors and One (1) Working Supervisor</i> <i>Duration: January 15, 2024 to January 14, 2025</i> Scope of Work: -Provide cleanliness and maintenance services to the OSG for eight (8) hours a day, six (6) days a week, from Monday to Saturday -Janitors and Supervisor shall work only for eight (8) hours a day, five (5) days a week Others Scope of Work (See attached Term of Reference): A. Duties and Responsibilities of the Supervisor B. Building Housekeeping • Daily Janitorial Activities • Weekly Janitorial Activities • Monthly Janitorial Activities • Semi-Annual Janitorial Activities C. Ground Maintenance D. Special Services E. List of Cleaning Supplies, Tools and Equipment to be provided by the Contractor <i>The following documents shall be deemed to form & construed as part of this agreement:</i> Contract Agreement Philippine Bidding Documents - Schedule of Requirements - Technical Specifications / Terms of Reference - General and Special Conditions of Contract - Supplemental or Bid Bulletins Eligibility Requirements, Technical and Financial Proposal Performance Security Notice of Award Notice to Proceed Other documents as may be required by laws	1	Php 7,800,082.92	Php 7,800,082.92

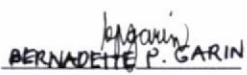
Total Amount in Words: Seven Million Eight Hundred Thousand Eighty-Two Pesos and 92/100 Only	Php 7,800,082.92
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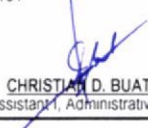
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

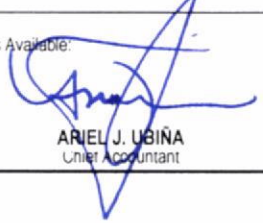
Very truly yours,


JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Conforme: 
BERNADETTE P. GARIN
 (Signature over printed name)
JAN. 15, 2024
 (Date)

Funds Available:	ALOSB: <u>02-101101-2024-01-029</u>	This is to certify that this procurement was posted at Philgeps in compliance with RA 9184  CHRISTIAN D. BUAT Admin Assistant I, Administrative Division
	Amount: <u>₱ 7,800,082.92</u>	


ARIEL J. UBIÑA
 Chief Accountant