

CONTRACT OF JANITORIAL SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This agreement made and entered into by and between:

The **DEPARTMENT OF LABOR AND EMPLOYMENT – CORDILLERA ADMINISTRATIVE REGION**, a government agency, with office address at Cabinet Hill, Baguio City, represented by its Regional Director, **EXEQUIEL RONIE A. GUZMAN, CESO IV**;

-and-

SYNCHRONIC SYSTEMS CORPORATION, a private agency duly organized and existing under Philippine laws, with office address at Lot 44-D Pine Road, Philippine Economic Zone Authority, Loakan Road, Baguio City, Philippines, represented by its General Manager, **MR. ADRIANNE DAVID MATULAC**, Filipino, of legal age, married and resident of Baguio City.

WITNESSETH:

WHEREAS, there is an existing Contract of Janitorial Services between the Department of Labor and Employment-Cordillera Administrative Region and Synchronic Systems Corporation;

WHEREAS, the Department of Labor and Employment-Cordillera Administrative Region offered to extend the existing contract until March 31, 2020 and Synchronic Systems Corporation accepted the offer;

NOW, THEREFORE, for and in consideration of foregoing premises of the mutual covenants and provisions hereafter set forth, Department of Labor and Employment-Cordillera Administrative Region and Synchronic Systems Corporation do hereby agree as follows:

- 1. CONTRACT AMOUNT:** The Contract amount is ONE HUNDRED SIX THOUSAND EIGHT HUNDRED FORTY ONE PESOS & 93/100, broken down as follows:

ITEM	PARTICULAR	DATA
1	Average work-day per month	22
2	Daily Wage Rate (DW)	350.00
3	Hours of Work Per Day	8 hours
4	Amount directly given to the Janitor	
5	Average Pay Per Month (DW*22)	7,700.00

CONTRACT OF JANITORIAL SERVICES

6	5 Days SIL	145.83
7	13th Month Pay	641.67
8	Total amount directly to the Janitor	8,487.50
9	Statutory benefits given to the Janitor	
10	SSS Premium	600.00
11	Philhealth Contribution	150.00
12	State Insurance	10.00
13	PAG-IBIG	100.00
14	Total Statutory benefits given to the Janitor	860.00
15	Total (Sub-Total A+B)	9,347.50
16	Admin Cost	1,402.13
17	Contract Cost (15+16)	10,749.63
18	VAT	1,121.70
19	Contract Price/Janitor/Month	11,871.33
20	No. of Janitors	3
21	Contract Price Per Month	35,613.98
22	Period (3 months)	3
23	Total Contract Price	106,841.93

2. PLACE AND LOCATION: Synchronic Systems Corporation shall provide Janitorial services to DOLE-Cordillera Administrative Region at the latter's premises located at DOLE-CAR, Cabinet Hill, Baguio City, Philippines.

3. SCHEDULE: Synchronic Systems Corporation shall provide three (3) duly qualified janitors/manpower to render janitorial services for five (5) days for Eight (8) hours per day or other schedules that may be agreed upon by the parties.

4. DUTIES AND RESPONSIBILITIES OF MANPOWERS:

a. The janitors are required to maintain cleanliness and general maintenance of the Office premises and perimeters of DOLE-CAR.