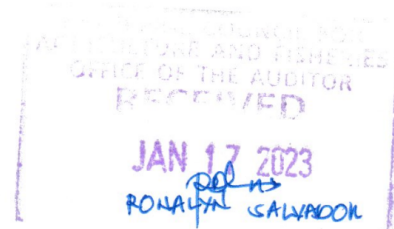


CONTRACT OF AGREEMENT



KNOW ALL MEN BY THESE PRESENT:

This Contract of Agreement made and entered into this ____ day of _____ 2023 at Quezon City, Philippines by and between:

The **PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES (PCAF)**, a government agency attached to the Department of Agriculture (DA), created pursuant to Executive Order No. 366, Series of 2004, and the Department of Budget and Management (DBM) approved Rationalization Plan covering the consolidation of the National Agricultural and Fishery Council (NAFC) and Livestock Development Council (LDC) on June 26, 2013, with office address at the Apacible Hall, Department of Agriculture Compound, Elliptical Road, Diliman, Quezon City, represented in this Act by its **Executive Director III, NESTOR D. DOMENDEN, CESO IV**, hereinafter referred to as the **PCAF**;

-and-

TOP PREMIERE ENTERPRISE, a company licensed to operate business under the laws of the Republic of the Philippines with principal office address at 1918 Piy Margal St., Sampaloc, Manila, represented in this Act by its **Operations Manager, JONATHAN C. GANITANO**, hereinafter referred to as the **SUPPLIER**.

WITNESSETH

WHEREAS, the PCAF requested the procurement of one (1) lot general cleaning services of air conditioning units (January 1, 2023 to June 30, 2023) through PR No. 22-10-135 and was posted in the PhilGEPS for bidding;

WHEREAS, the SUPPLIER is engaged in the provision of general cleaning services of air conditioning units and had submitted its quotation;

WHEREAS, after due evaluation by the Bids and Awards Committee (BAC), the SUPPLIER was declared as the Lowest Calculated and Responsive Bid, thus, the BAC recommended to the HOPE to award the above mentioned procurement to the **SUPPLIER**;

WHEREAS, PCAF issued the Notice of Award to the **SUPPLIER** on December 28, 2022;

NOW THEREFORE, in view of the foregoing premises, the parties have agreed to these following terms and conditions:

A. OBLIGATIONS OF PCAF

1. Allocate and disburse funds in the total amount of **One Hundred Nine Thousand Three Hundred Pesos (Php 109,300.00)** to **TOP PREMIERE ENTERPRISE** for the procurement of one (1) lot general cleaning services of air conditioning units (January 1, 2023 to June 30, 2023); and
2. Pay the **SUPPLIER** after completion of the cleaning services and receipt of the billing statement.

B. OBLIGATIONS OF THE SUPPLIER

1. Provide the required one (1) lot general cleaning services of air conditioning units (January 1, 2023 to June 30, 2023) for the total amount of **One Hundred Nine Thousand Three Hundred Pesos (Php 109,300.00)**, as follows;

- **Breakdown of cleaning services**

Item No.	Type of Aircon	Location	Quantity	Frequency
1	Window Type	Apacible Hall; every quarter (2x)	27	2x
2	Ceiling Mounted	Apacible Hall; every quarter (2x)	13	2x
3	Wall Mounted	Air Conditioning units located @ DA-NAFC Annex Building; every other month due to frequent clogging of drain line (3x)	20	3x
		Air Conditioning units @ Apacible Hall; every quarter (2x)	12	2x
		Total	72	

- **Scope of Works**

- Cleaning of FCU air filters/face covers;
 - Check-up refrigerant charge and inspect for possible leakage;
 - Inspection and checking of electrical components/controls;
 - Ampere and voltage reading;
 - Pressure washing of FCU/ACCU coils/fins;
 - Test run and observe units; and
 - Prepare service reports with remarks and recommendations.
2. The general cleaning services shall be conducted based on the schedule to be provided by the AFMD-General Services Section;
 3. Bill the **PCAF** for the general cleaning services; and
 4. Acknowledge the receipt of payment by issuing an Official Receipt in the name of the **PCAF**.

C. GENERAL PROVISIONS

The parties shall mutually agree to perform, fulfill and abide with all the provisions and requirements and on all matters contained or could be reasonably inferred from the Contract.

D. AMENDMENTS


All stipulations set forth in this Contract shall apply unconditionally, subject to amendments that may be mutually agreed upon by the parties.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this ____ day of _____ 2023 at Quezon City, Philippines.

PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES
PCAF

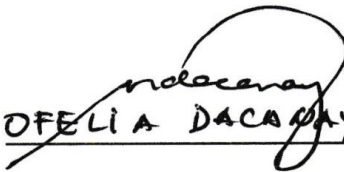
TOP PREMIERE ENTERPRISE
SUPPLIER


NESTOR D. DOMENDEN, CESO IV
Executive Director III


JONATHAN C. GANITANO
Operations Manager

SIGNED IN THE PRESENCE OF:


FIDELIA DE ASIS-ANDRES
Chief, Administrative, Financial and Management Division

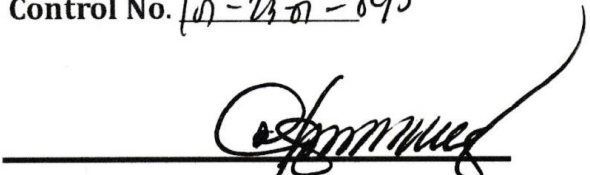

OFELIA DACABAY

PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES

ALLOTMENT AVAILABLE: ₱109,300-
BS No. 02-101101-2023-01-

FUNDS AVAILABLE: ₱109,300
Control No. 10-2301-040


JOSE REDENTOR H. BESENIO
Chief, Budget Section


MARIA DIVINA P. GONZALES
Chief, Accounting Section

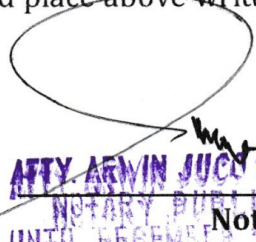
ACKNOWLEDGEMENT

Republic of the Philippines)
CITY OF MANILA) s.s.

Before me, Notary Public, for and in CITY OF MANILA **JAN 10 2023** this ____ day of _____ 2023 appeared the following persons presenting to me their respective identifications, to wit:

Affiant	Passport No./CTC No.	Issued at	Issued on
NESTOR D. DOMENDEN	PCAF Office ID No. 202202	Quezon City	Sept. 15, 2022
JONATHAN C. GANITANO	Drivers Lic. 1404-06-008132	Manila	10/24/22

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


ATTY. ARWIN JUCY SINAGUINAN
NOTARY PUBLIC
Notary Public
UNTIL DECEMBER 31, 2023
FIN. NO. 103-631-220
PTR. NO. 0862435
ISSUED MANILA ON 01-03-2023

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Book No. 607
Series of 2023

