



Republic of the Philippines
Department of Agriculture
PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES
Department of Agriculture Compound
Elliptical Road, Diliman, Quezon City
Tel. No. (02) 8928-8751 to 64 locals 2601-2625, email: pcafofficial@pcaf.da.gov.ph

February 15, 2024

**NOTICE OF AWARD
No. 2024-003**

MR. JONATHAN C. GANITANO
Authorized Representative
TOP PREMIERE ENTERPRISE
1918 Piy Margal St.
Sampaloc, Manila

Dear **Mr. Ganitano**:

With reference to your quotation for the **ONE (1) LOT CLEANING SERVICES FOR AIRCONDITIONING UNITS (JANUARY 2, 2024 TO JUNE 30, 2024)**, we are pleased to confirm the award to your firm for the total amount of **SEVENTY THOUSAND TWO HUNDRED PESOS (Php 70,200.00)** with the following specifications:

Item Description			QTY	Unit Cost	Total Cost
Cleaning Services for Airconditioning Units (January 2, 2024 to June 30, 2024)			1 LOT		70,200.00
Type of Aircon	Location	Frequency			
Window Type	Apacible Hall (Schedule of Cleaning: February and May)	2x	27	300.00	16,200.00
Ceiling Mounted	Apacible Hall (Schedule of Cleaning: February and May)	2x	10	800.00	16,000.00
Wall Mounted	a. DA-NAFC Annex Building (Schedule of Cleaning: February and May)	2x	16	600.00	19,200.00
	b. Apacible Hall (Schedule of Cleaning: February and May)	2x	13	600.00	15,600.00
Floor Mounted	Office of the Executive Director (Schedule of Cleaning: February and May)	2x	2	600.00	3,200.00
TOTAL			68		
1. Cleaning of FCU air filters/face covers;					
2. Check-up refrigerant charge and inspect for possible leakage;					
3. Inspection and checking of electrical components/controls;					
4. Ampere and voltage reading;					
5. Pressure washing of FCU/ACCU coils/fins;					
6. Test run and observe units; and					
7. Prepare a service report with remarks and recommendations.					
VAT Inclusive					
Purpose: for PCAF use					





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Please acknowledge receipt and acceptance of this Notice within 3 working days by signing in the space provided below and email us at bacsec@pcaf.da.gov.ph upon receipt thereof.

In connection with this Notice, please submit the following documents;

1. Omnibus Sworn Affidavit that the bidder is not related to the HOPE by consanguinity or affinity up to the third civil degree; ✓
2. Signed Contract of Agreement. ✓

For inquiries, you may get in touch with Mr. Ken Ryan P. Eleazar, BAC Secretariat of PCAF at telephone numbers 8926-2147. Loc 2622

Thank you.

Very truly yours,


CYRIL L. SOLIABAN
 OIC - Deputy Executive Director

I acknowledge receipt of this Notice of Award on February 26, 2024
 Name of Authorized Representative Jonathan C. Ganitano
 Signature 
 Bank Details:
 Name of Payee : Top Premiere Enterprise
 Name of Bank : Land Bank of the Philippines
 Branch : Espana Branch Sampaloc Manila
 Account Number : 3721001104



Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES) CITY/MUNICIPALITY
OF _____) S.S.

A F F I D A V I T

I, *Jonathan C. Ganitano*, of legal age, *Married, Filipino*, and residing at *1038, Quintos St. Sampaloc Manila*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the sole proprietor or authorized representative of Top Premiere Enterprise with office address at 1918 Piy Margal St. Sampaloc Manila;
2. As the owner and sole proprietor, or authorized representative of Top Premiere Enterprise, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **2024-003 1- Lot Cleaning Services for Air-conditioning Units of Philippine Council for Agriculture and Fisheries** as shown in the attached duly notarized Special Power of Attorney;
3. Top Premiere Enterprise is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. Top Premiere Enterprise is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. Top Premiere Enterprise complies with existing labor laws and standards; and
8. Top Premiere Enterprise is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a) Carefully examining all of the Bidding Documents;
 - b) Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;

- c) Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquiring or securing Supplemental/Bid Bulletin(s) issued for the **2024-003 1- Lot Cleaning Services for Air-conditioning Units of Philippine Council for Agriculture and Fisheries**
9. Top Premiere Enterprise did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity;
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

CITY OF MANILA

FEB 26 2024

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Signature]

Jonathan C. Ganitano
Proprietor

Bidder's Representative/Authorized Signatory

[Jurat]

[Signature]

VOC NO. 306
 CASE NO. 10
 OFFICIAL NO. 77
 SERIALS OF 74

SUBSCRIBED AND SWORN
 to before me, on this FEB 26 2024
 day of _____ in the
 City of _____
 affiant being admitted to me
 his/her Reg. Cert. No. _____
 issued at _____ on _____ 19__

ATTY ARWIN JUCO SINAGUANAN
 NOTARY PUBLIC
 Until December 31, 2024
 TIN: 103-031-220
 PTR NO. 1519853
 Issued at Manila on 01/04/2024
 MCLE NO. VI-0000033
 ROLL OF ATTY. NO. 36864
 IBP NO. 368453
 Issued on 11/16/2023
 Manila II/Pasig City