



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**  
Region 7 – Central Visayas

Reference No.: 23RSS007-315

**NOTICE TO PROCEED**  
NTP-2023-014-PB

31 March 2023

**MS. MARIETTA R. BUCAO**

Owner/Operator  
PERFECT CLEAN GENERAL SERVICES  
South Agora, Tabunok  
Talisay City, Cebu

Dear Ms. Bucao:

This notice is hereby given to **Perfect Clean General Services** that the delivery of services listed below may proceed for the project "Procurement of the 2023 Janitorial Services for Philippine Statistics Authority 7 (PSA 7) for the Provinces of Bohol, Cebu, Negros Oriental, Siquijor and Regional Statistical Services Office VII" having a total contract price of **One Hundred Thirty-Seven Thousand Thirty-One Pesos and Ninety-One Centavos Only (PhP137,031.91)** for **LOT 4- Janitorial Services for PSA Siquijor Provincial Office**.

**Note: Project Site/Place of Delivery**

**1. SIKUIJOR**

**Engr. Joselito C. Maghanoy**  
OIC- Supervising Statistical Specialist  
PSA Siquijor Provincial Office, 3rd Floor  
Siquijor Business and Convention Center Bldg.,  
Poblacion, Siquijor, Siquijor  
Tel. No. (032) 412-6794/256-0592  
Email: [rso07@psa.gov.ph](mailto:rso07@psa.gov.ph)

**CONTACT PERSON**

**Jhon Lloyd Dagohoy**  
09687442655

**LOT 4- Janitorial Services for PSA Siquijor Provincial Office**

Item Description	Quantity	Contract Price (PhP)	Delivery
	One (1) Male Janitor	<b>One Hundred Thirty-Seven Thousand Thirty- One Pesos and Ninety-One Centavos Only  (PhP137,031.91)</b>	Deployment of Janitorial Services for PSA Siquijor Provincial Office is required on 1 April 2023 to 31 December 2023
1	Applicable Daily Minimum Wage ( <i>Note: Wage Order No. VII-23 effective June 14, 2022</i> )	387.00	
2	Equivalent Monthly Rate (#1x313/12)	10,094.25	
3	13th Month Pay PD 851 [(#1/313/12)/12]*	841.19	
4	5 days Service Incentive Leave (#1x5/12)	161.25	
5	Total Monthly Salary due to employee (#2 + #3 + #4)	11,096.69	
6	Philhealth ( <i>employer's share only per Philhealth table based on #2, effective Jan. 2022</i> )**	201.89	
7	Add employer's share SSS + P10.00 as EC (per SSS table based on #2, effective Jan 2023 per R.A. 11199)	960.00	
8	Employer's share on HDMF Contribution ( <i>Salary bracket P5,000 &amp; above @ 2% per RA 9679</i> )	100.00	
9	Total amount due to employee and government (#5 + #6 + #7 + #8)	12,358.58	
10	Administrative Overhead Margin for Manpower Agency (#9 x 10%)***	1,235.86	
11	Gross Amount due to Employee, Government and Manpower Agency (#9 + #10)	13,594.44	
12	VAT of 12% based on #11 ( <i>per BIR regulations</i> )****	1,631.33	
13	Contract rate (#11 + #12)	15,225.77	
	<b>TOTAL BID QUOTATION for April-December 2023 (9 Months)</b>	<b>137,031.91</b>	

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scheduled deliveries.

Please acknowledge receipt and acceptance of this notice by signing the spaces provided below.

Very truly yours,



**ARIEL E. FLORENDO**  
Regional Director

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Received by:



**MARIETTA C. BUCAO**  
General Manager

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(Name and Signature of the Authorized Representative)

**MAR 31 2023 2:50 PM**

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(Date and Time of Receipt)

\*Kindly email or fax to the sender to acknowledge receipt



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