



Office of the Sangguniang Panlungsod

DISTRICT I

HON. CATHERINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

DISTRICT II

HON. ROBERTO L. ADVINCULA
City Councilor

HON. REYNALDO D. PALABRICA
City Councilor

HON. REYNALDO M. FABIAN
City Councilor

HON. ROGELIO M. NOLASCO
City Councilor

HON. ALDE JOSELITO F. PAGULAYAN
City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RAMON N. BAUTISTA
Liga ng mga Barangay President

HON. MAC RAVEN ESPIRITU
SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Noted by:

HON. STRIKE B. REVILLA
City Mayor

CITY RESOLUTION NO. 2023 - 277
Series of 2023

A RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA, TO SIGN THE SUPPLEMENTAL AGREEMENT FOR JANITORIAL SERVICES BETWEEN THE CITY GOVERNMENT OF BACOOR AND TOPSERVE SERVICE SOLUTIONS, INC. RELATIVE TO THE FACILITATION OF PAYMENT OF WAGE INCREASE ADJUSTMENTS OF PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT OF BACOOR, CAVITE.

Sponsored by:

HON. ROGELIO M. NOLASCO

Co-sponsored by:

Hon. Roberto L. Advincula, Hon. Ramon N. Bautista, Hon. Simplicio G. Dominguez, Hon. Mac Raven Espiritu, Hon. Catherine S. Evaristo, Hon. Reynaldo M. Fabian, Hon. Adrielito G. Gawaran, Hon. Victorio L. Guerrero, Jr., Hon. Alejandro F. Gutierrez, Hon. Reynaldo D. Palabrica, Hon. Alde Joselito F. Pagulayan, Hon. Michael E. Solis and Hon. Levy M. Tela

WHEREAS, TOPSERVE Service Solutions, Inc. ("Topserve") was the official contractor for janitorial services in the City Government of Bacoor, Cavite;

WHEREAS, records submitted to the Sangguniang Panlungsod by the City Mayor's Office revealed that Topserve had a service contract with the city government the purpose of which was the deployment of forty-seven (47) janitors, five (5) team leaders and two (2) supervisors to the Bacoor City Government Center Compound, the Bacoor Hall of Justice and all other buildings mentioned in the contract from 01 January to 31 December 2022;

WHEREAS, on 30 May 2022, the Regional Tripartite Wages and Productivity Board Region IV-A CALABARZON issued Wage Order No. IVA-19 imposing an increase of Php 35.00 on the basic daily wage of workers and sets the new minimum wage at Php435.00 per day in the City of Bacoor, Cavite beginning on 30 June 2022;

WHEREAS, the City Government agreed with TOPSERVE to uphold the interest of public service particularly the protection of labor and committed to pay Five Hundred Twenty-six Thousand Five Hundred Sixty-two and 64/100 (Php526,562.64) representing the wage increase of the said contractor's personnel assigned at the various facilities of the city government from 01 July – 31 December 2022.



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City Councilor

HON. RAMON N. BASTISTA
Liga ng mga Barangay President

HON. MACRAVEN ESPERITU
SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Noted by:

HON. STRIKE B. REVILLA
City Mayor

WHEREAS, the Office of the Mayor submitted a copy of a draft Supplemental Agreement for Janitorial Services endorsed by the City Legal Services Office together with a request for an authority to sign the same to the Sangguniang Panlungsod for its review and consideration.

NOW THEREFORE, after careful deliberation, upon motion of Hon. Rogelio M. Nolasco, unanimously seconded by the City Council in regular session duly assembled, **BE IT RESOLVED AS IT IS HEREBY RESOLVED** by the 5th Sangguniang Panlungsod to approve this resolution authorizing the City Mayor, Hon. Strike B. Revilla, to sign the Supplemental Agreement for Janitorial Services between the City Government of Bacoor and Topserve Service Solutions, Inc. relative to the facilitation of payment of wage increase adjustments of previously deployed janitorial personnel assigned in the City Government of Bacoor, Cavite.

RESOLVED FURTHER, to furnish the Office of the City Mayor, the TOPSERVE Service Solutions, Inc., the University of the Philippines-Office of the National Administrative Register (UP-ONAR) and other government agencies concerned with copies of this resolution.

UNANIMOUSLY APPROVED this 5th day of June 2023 in the City of Bacoor, Cavite by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite.

I hereby certify that the foregoing resolution was passed by the Sangguniang Panlungsod of Bacoor City, Cavite on the 5th day of June 2023.

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/ Presiding Officer

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Noted by:

HON. STRIKE B. REVILLA
City Mayor

SUPPLEMENTAL AGREEMENT
for
JANITORIAL SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **SUPPLEMENTAL AGREEMENT FOR JANITORIAL SERVICES** is made and entered into this ____ day of June, 2023, at the City of Bacoor, Province of Cavite, by and between:

The **CITY GOVERNMENT OF BACOOR**, a local government unit duly organized and existing under Republic Act No. 10160, otherwise known as "The Charter of the City of Bacoor", with its principal office address at Bacoor Government Center, Bacoor Boulevard, Barangay Bayanan, Bacoor City, Cavite, represented herein by its City Mayor, **Hon. STRIKE B. REVILLA**, pursuant to his authority conferred and embodied in City Resolution No. 2023-277, Series of 2023, approved on the 5th day of June, 2023 of the City Council of Bacoor City, Cavite, and hereinafter referred to as the "**LGU BACOOR**"

-and-

TOPSERVE SERVICE SOLUTIONS, INC., a corporation with business address at 9694 A&N Building, Kamagong Street corner St. Paul Road, Barangay San Antonio, Makati City, represented herein by its Executive Vice President, **ELIZABETH B. OCAMPO**, with residence and postal address at Lot 14, Miraleste Circle, Miraleste Subdivision, Merville, Parañaque City, NCR through a Secretary's Certificate attached herewith as Annex "A", and hereinafter referred to as the "**CONTRACTOR**";

RECITALS:

That, the **CITY** conducted the Public Bidding for the procurement of janitorial services in accordance with RA No. 9184 and its IRR, to which the **CONTRACTOR** was determined to be the bidder with the Single Calculated and Responsive Bid in consideration of **Fourteen Million One Hundred Three Thousand Seven Hundred Thirty-One Pesos and 88/100 Pesos (PhP14,103,731.88)** bid and contract period of one year from **01 January 2022 to 31 December 2022**;

That, the object of the contract between the **CITY** and the **CONTRACTOR** is the deployment of forty-seven (47) janitorial manpower, five (5) team leaders and two (2) supervisors at the Bacoor City Government Center Compound and Hall of Justice, and all other inclusions in the contract;

That, the Wage Order No. IVA-19 issued by the Regional Tripartite Wages and Productivity Board Region IV-A CALABARZON on 30 May 2022 will take effect on 30 June 2022, imposing an increase of Thirty Five Pesos (PhP35.00) on the basic daily wage of workers in Bacoor City, thereby setting the new minimum wage at Four Hundred Thirty Five Pesos (PhP435.00) per day for the cities of Bacoor and Imus, Province of Cavite;

NOW, the **CITY** and the **CONTRACTOR** expressed their intention to come into agreement once again in upholding the interest of public service particularly the protection to labor, and stipulate the following:

1. The **CITY** commits to pay the **CONTRACTOR** the supplemental amount of **Five Hundred Twenty Six Thousand Five Hundred Sixty Two Pesos and 64/100 Pesos (PhP526,562.64)** representing the wage increase and **Philhealth increase** of (47) janitorial manpower, five (5) team leaders and two (2) supervisors of the **CONTRACTOR** computed for six (6) months from 01 July 2022 to 31 December 2022.
2. The **CONTRACTOR** understands that the **CITY** fully complied with its contractual and statutory obligations with the former and holds the latter free from any liability or claim arising from the wage increase subject of this Supplemental Agreement.
3. The provisions of the **Contract Agreement** entered into on 27 December 2021 shall remain in full force and effect and shall be read in harmony with this Supplemental Agreement until its complete performance.

IN VIEW OF THE FOREGOING, the parties hereto have set their hands on the date and at the place first above written.

**CITY GOVERNMENT
OF BACOOR**

**TOPSERVE SERVICE
SOLUTIONS, INC.**

"CITY"

"CONTRACTOR"

By:

By:

STRIKE B. REVILLA
City Mayor

ELIZABETH B. OCAMPO
Executive Vice-President

SIGNED IN THE PRESENCE OF:

Name: _____

Name: _____

Address: _____

Address: _____

A C K N O W L E D G M E N T

REPUBLIC OF THE PHILIPPINES)
CITY OF BACOOR) Sc.
PROVINCE OF CAVITE)

BEFORE ME, this _____ personally appeared:

NAME	COMPETENT EVIDENCE OF IDENTITY	DATE & PLACE ISSUED
STRIKE B. REVILLA	_____	_____
ELIZABETH B. OCAMPO	_____	_____

Known to me to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free and voluntary act and deed of the entities they represent.

This instrument consisting of three (3) pages including this page whereon this acknowledgement is written refers to the "SUPPLEMENTAL AGREEMENT FOR JANITORIAL SERVICES" signed by the parties, and their witnesses, on each and every page thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at the place and on the date first above written.

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Page No. _____
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Series of 2023

SECRETARY'S CERTIFICATE

I, **ELENITA B. MARCELO**, Corporate Secretary of **TOPSERVE SERVICE SOLUTIONS, INC.** (TSSI for brevity) after having been duly sworn in accordance with laws, hereby certify:

1. That I am the Corporate Secretary of **TOPSERVE SERVICE SOLUTIONS, INC.**, hereinafter referred to as the "Corporation", a corporation duly organized and existing by virtue of the laws of the Republic of the Philippines, with principal office and place of business located at **9694 A&N BUILDING KAMAGONG STREET CORNER SAINT PAUL ST., BGRY. SAN ANTONIO, MAKATI CITY;**
2. That I am the custodian of the corporate books and records of the Corporation including the Minutes and Resolutions of its Board of Directors;
3. That at the Special Meeting of the Board of Directors of the Corporation which was held last November 17, 2022 during which a quorum was present and acted throughout, the following Resolution was unanimously approved.

RESOLUTION NO. 11-17-2022

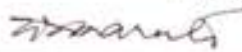
"RESOLVED, that **Ms. ELIZABETH B. OCAMPO**, Executive Vice President, **Ms. HELEN F. TANWANGCO**, Vice President for Operation – JFC Account & for Training and Development, **Mr. WARREN R. MARANAN**, Division Head, **Ms. NATIVIDAD R. VILLACRUSIS**, Vice Chairman, **Ms. SUNSHINE J. BONGAO**, Division Head; and **Mr. REAGAN L. MONTEZON**, Division Head for JFC VISMIN are hereby authorized to represent on behalf of the said Corporation to enter into service agreements and/or transactions entered into by between the Corporation and its clients. Moreover, to sign any and all other documents relating to the said purpose and authority."

Further, to do any and all acts necessary so as to give full effect to the foregoing authorities stated.

4. That the foregoing Resolution has not been altered, modified, nor revoked; and that the same is now in full force and in effect; and
5. That I am executing this Certificate for whatever purpose it may serve.

IN WITNESS WHEREOF, I have hereunto affixed my signature this Dec 01 2022 at

MAKATI CITY



ELENITA B. MARCELO
Corporate Secretary

SUBSCRIBED AND SWORN to before me this Dec 01 2022 in the City of Makati, Philippines, affiant having exhibited to me her Philippine Passport as proof of her competent evidence of identity _____ issued at _____ on _____

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NOTARY PUBLIC



JOSHUA P. LAPUZ
Notary Public for Makati City
Appointment No. M-19/Until 12-31-23
Ref No. 45790/11P License No. 04897/7-3-03
PIA-Q.R. No. 81315-1001-08-2022/Makati City
MCLE No. VI-0016565/1-14-19
G/F, Fedman Suites, 199 Salcedo St.
Legaspi Village, 1229 Makati City



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
LAND TRANSPORTATION OFFICE
DRIVER'S LICENSE



Last Name, First Name, Middle Name

OCAMPO, ELIZABETH BARROGA

Nationality	Sex	Date of Birth	Weight (kg)	Height(m)
PHL	F	1978/04/03	80	1.60

Address
**LOT 14, MIRALESTE CIRCLE, MIRALESTE SUBD,
MERVILLE, PARAÑAQUE CITY, NCR, FOURTH DISTRICT, 1709**

License No.	Expiration Date	Agency Code
NO1-06-001450	2032/04/03	N32

Blood Type	Eyes Color
	BROWN

DL Codes
A,A1,B,B1,B2

Conditions
NONE

Elizabeth Barroga
Signature of Licensee

Edgar C. Salvante
EDGAR C. SALVANTE
Assistant Secretary



III. ORGAN DONATION:
I WILL NOT DONATE ANY ORGAN

IV. IN CASE OF EMERGENCY NOTIFY:
NAME: RYHUALDO NOTO OCAMPO
ADDRESS: SAME
TEL. NO.: 09177040448

COLLEGE/UNIVERSITY/INSTITUTION

- I. DL CODES
- A. MOTORCYCLE
 - AA. TRUCKS
 - X. UP TO 1000 KGS GVW/8 SEATS
 - SA. UP TO 3000 KGS GVW/4 OR MORE SEATS
 - SO. GOODS 3000 KGS GVW
 - CI. GOODS + 3000 KGS GVW
 - SI. RCE + 3000 KGS GVW/4 OR MORE SEATS
 - SE. TRAILERS 3000 KGS
 - CE. ARTICULATED C + 3000 KGS COMBINED GVW
- B. CONDITIONS:
- 1. WEAR CORRECTIVE LENSES
 - 2. DRIVE ONLY W/SPECIAL EQPP FOR UPPER/LOWER LIMBS
 - 3. DRIVE CUSTOMIZED MOTOR VEHICLE ONLY
 - 4. DAYLIGHT DRIVING ONLY
 - 5. HEARING AID REQUIRED

1. LICENSEE'S NAME
2. DATE OF EXPIRATION
3. AGENCY CODE

Serial Number
147643902

