

**NOTICE OF RENEWAL**

23 November 2023

**MS. LUZ A. RULLAN**

Officer-In-Charge  
MCKLEENE PREMIUM PRODUCTS INC.  
16 Gen Luna Street, San Fernando, La Union  
09467421025 / 09063289281

Dear Ms. Rullan,

Warm greetings from the Department of Social Welfare and Development – Cordillera Administrative Region (DSWD-CAR)!

We are pleased to inform you that the contract for the **Outsourcing of Janitorial Services to DSWD CAR Facilities for Calendar Year 2023** is hereby renewed in the amount of Three Million Four Hundred Forty One Thousand Four Hundred Sixty Nine Pesos (Php 3, 441, 469.00) to cover the **Outsourcing of Janitorial Services to DSWD CAR Facilities for Calendar Year 2024**, in accordance with the Guidelines on Renewal of Regular and Recurring Services provided under 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please be reminded however, that due to fund restrictions, the contract cost endorsed for renewal only covers the following numbers of utility workers, supervisor and skilled workers to provide janitorial services for Calendar Year 2024:

Description	Number of Workers
Utility Worker	12
Skilled Utility Worker	1
Utility Worker (Supervisor)	1

In this regard, you are hereby required to provide within ten (10) calendar days from the receipt of this Notice of Renewal the Performance Security in the form and amount not less than the required percentage of the total contract price allowed in accordance with Section 39 of the 2016 Revised IRR of RA No. 9184.

We appreciate your interest in renewing the contract for the **Outsourcing of Janitorial Services to DSWD CAR Facilities for Calendar Year 2023** and we look forward to your satisfactory performance of your obligations under the project.

Thank you.

Very truly yours,

  
**LEO L. QUINTILLA**  
Regional Director

Conforme:

  
**MS. LUZ A. RULLAN/ McKleene Premium Products, Inc.**

December 5, 2023  
Date