



Republic of the Philippines
Province of Cavite
City of Bacoor



5th SANGGUNIANG PANLUNGSOD

COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION

COMMITTEE REPORT

NO. FBA-134-S-2023

Subject: 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. FOR THE FACILITATION OF PAYMENT REGARDING THE RETRO ADJUSTMENT DUE TO PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT OF BACOOR AMOUNTING TO PHP526,562.64 – PCR-305-2023 dated May 22, 2023

Referred to this Committee on the 44th Regular Session is the above-subject matter for appropriate action and recommendation.

In its Indorsement No. 280, Series of 2023, the Office of the City Legal Services thru Atty. Paul Michael G. Sangalang, Office of the City Mayor, submitted for consideration of City Mayor, Hon. Strike B. Revilla the request of Topserve Service Solutions, Inc for the facilitation of payment relative to the retro adjustment of minimum wages in Region IV-A under Wage Order No. IVA-19 and increase of contributions under Philhealth Advisory No. 2022-0010 covering the janitorial personnel assigned in the City Government of Bacoor. In the same advice, the draft of Supplemental Agreement and the photocopies of the issuances are also submitted with the recommendation that the requests be approved and be endorsed to the Sangguniang Panlungsod for the issuance of authority to sign the Supplemental Agreement. The significant parts of the Indorsement 280, Series of 2023 are hereunder quoted:

“ x x x

1	Philhealth Retro Billing January 01 to June 30, 2022	PHP11,831.37
2	Wage Increase 1 st and 2 nd Tranche from June 30 To December 30, 2022	PHP514,731.57
TOTAL		PHP526,562.64



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x x x

All things having been found to be in order, we hereby endorse to your good office the above-mentioned Supplemental Agreement **FOR APPROVAL** of our Honorable Mayor Strike B. Revilla, and subsequent indorsement to the Sangguniang Panlungsod for the issuance of authorization to sign the Agreement.”

During the committee hearing, the Honorable Chairman requested Ms. Elvinia Guerrero, City Budget Officer to comment on the funding of payment, and then called the attention and informed Atty. Paul Sanggalang that the particulars for the Philhealth adjustment of contributions in the stipulation under Item No. 1 of the draft of Supplemental Agreement is missing or is not mentioned.

In furtherance of the committee hearing, the following issues are resolved:

1. The requests for payment of salary adjustment and increase in Philhealth contributions are mandatory obligations under the existing labor laws, policies, rules and regulations.
2. The particulars for Philhealth retro billings shall be indicated in Item No. 1 of the Supplemental Agreement.
3. The approval of City Resolution authorizing the City Mayor to sign the Supplemental Agreement shall be recommended by the Committee with the implementation of payment subject to the availability of fund.

RECOMMENDATION:

In view of the foregoing, and considering that there is no legal nor there is an administrative issue to cause the denial of the subject request, the Honorable Members of the Committee hereby recommend **TO APPROVE** the City Resolution authorizing the City Mayor, Hon. Strike B. Revilla, to sign the Supplemental Agreement with Topserve Solutions, Inc. relative to the payment of salary adjustment from July 1, 2022 to December 31, 2022 and the Philhealth Retro Billing from January 1, 2022 to June 30, 2022 involving the janitorial personnel assigned in the City Government of Bacoor. The implementation of the payment shall be subject to the availability of fund, accounting and auditing rules and regulations.



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WE HEREBY CERTIFY that the contents of the foregoing report are true and correct.

Signed this day of June 2023 at the City of Bacoor, Cavite.

THE COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION

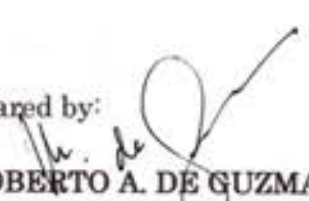

HON. ROGELIO M. NOLASCO
Chairman


HON. CATHERINE S. EVARISTO
Vice Chairperson


HON. REYNALDO D. PALABRICA
Member

HON. VICTORIO L. GUERRERO, JR.
Member

Prepared by:


ROBERTO A. DE GUZMAN
Local Legislative Staff Assistant I



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COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION

EXCERPT FROM THE MINUTES OF REGULAR SESSION

NO. FBA-134-S-2023

Subject: 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. FOR THE FACILITATION OF PAYMENT REGARDING THE RETRO ADJUSTMENT DUE TO PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT OF BACOOR AMOUNTING TO PHP526,562.64 – PCR-305-2023 dated May 22, 2023

Honorable Rowena B. Mendiola City Vice Mayor/Presiding Officer on the 45th Regular Session called the session to order.

Atty. Khalid Atega, Jr., Secretary of the Sangguniang Panlungsod, proceeded with the roll call, the approval of the Journal and Minutes of the 44th Regular Session, and the reading of the referrals to committees of proposed Ordinances, Resolutions, Messages, Communications, Petitions and Memorials.

On motion by Honorable Rogelio M. Nolasco which was unanimously seconded by the majority of the Honorable Members of Sangguniang Panlungsod, the internal rules were suspended.

Upon reading and referral of Other Matters – PCR-305-2023 –“ **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. FOR THE FACILITATION OF PAYMENT REGARDING THE RETRO ADJUSTMENT DUE TO PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT OF BACOOR**



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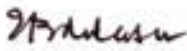
5th SANGGUNIANG PANLUNGSOD

AMOUNTING TO PHP526,562.64⁰⁰, Honorable Rogelio M. Nolasco moved for the approval of the City Resolution relative to the above-subject matter.

The motion was unanimously seconded by the majority of Honorable Members of the 5th Sangguniang Panlungsod. The request for appropriate measure was **APPROVED**.

The regular session was closed and adjourned at 11:35 A.M.

Prepared by:


EDGARDO B. NOLASCO
CLERK

Attested by:


HON. ROGELIO M. NOLASCO

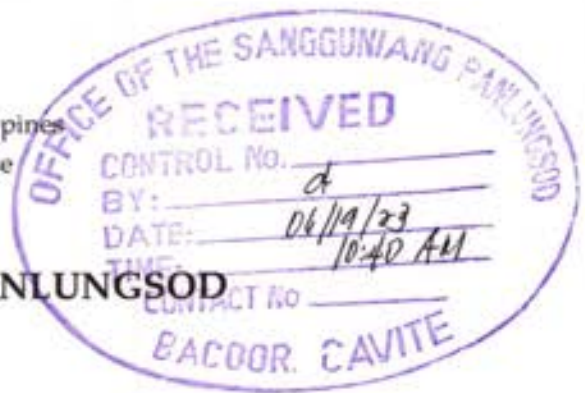
Chairman

Committee on Finance, Budget and Appropriation



Republic of the Philippines
Province of Cavite
City of Bacoor

5th SANGGUNIANG PANLUNGSOD



Committee on Finance, Budget and Appropriation

COMMITTEE HEARING MINUTES

NO. FBA-134-S-2023

Subject: **RESOLUTION AUTHORIZING THE CITY MAYOR, HON. STRIKE B. REVILLA TO SIGN THE SUPPLEMENTAL AGREEMENT FOR JANITORIAL SERVICES BETWEEN THE CITY GOVERNMENT OF BACOR AND TOPSERVE SERVICE SOLUTIONS, INC FOR THE FACILITATION OF PAYMENT REGARDING THE RETRO ADJUSTMENT DUE TO PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT OF BACOR AMOUNTING TO PHP 526,562.64. - PCR-305-2023 dated May 22, 2023.**

Present:

Committee on Finance, Budget and Appropriation

Hon. Coun. Rogelio M. Nolasco	-	Chairman
Hon. Reynaldo Palabrica	-	Member
Hon. Victorio L. Guerrero, Jr,	-	Member

Resource Persons:

Atty. Marius D. Sumira	-	Office of City Legal Services
Ms. Elvinia S. Guerrero	-	Office of the Budget Officer
Ms. Jenkee Cantridas	-	Topserve Service Solutions Inc.
Ms. Arlene A. Urquiza	-	Topserve Service Solutions Inc.
Ms. Sherry Deus Reyes	-	Topserve Service Solutions Inc.
Mr. Joseph R. Entrada	-	Topserve Service Solutions Inc.

Hon. Coun. Rogelio M. Nolasco: "Bago po natin ipagpatuloy ang pagding, ipinapakilala ko po sa inyo ang aking kasama si Hon. Coun. Victorio L. Guerrero at si Hon. Coun. Reynaldo Palabrica, pwede pong mag pakilala tayo isa isa for record purposes the name and Position of the Resource Persons."

Hon. Coun. Nolasco: Maraming salamat po sa inyong presence, ang atin pong agenda ay request for authority and enter into sign the Supplemental Agreement for Janitorial Services regarding retro at adjustment for previous covering July 1, 2022 to December 30 2022 by virtue of newly wage order no.



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IVA-19. So, ang nirerequest nyo po dito ay yung retro at adjustment from July 1 to December? Alamin po natin sa ating Budget Officer kung ito ba ay napasama sa budget at kung ano ba ang nararapat nating gawin."

Ms. Elvinia S. Guerrero: "Hindi po siya napasama sa ating Annual budget for year 2023. Kasi di ba po nag uumpisa po tayong mag prepare ng budget for 2023 nag start tayo month of July po. Noong ipinasok po nila yan eh late na rin, kung aaprubahan po ni Mayor ngayon hindi rin po siya mababayaran ngayon kasi hindi kasama sa Annual Budget natin at Supplemental."

Hon. Coun Nolasco: "So, ano po ang magandang Gawain natin dito?"

Ms. Elvinia S. Guerrero: "Kung okey lang po sa Sangguniang Panlungsod at sa City Mayor, isasama natin sa Supplemental Budget No. 2."

Hon. Coun Nolasco: "Atty ano po ang masasabi nyo dito?"

Atty. Marius D. Sumira: "Wala naman pong nakalagay na period of payment doon sa supplemental na contract na ginawa doon sa office wala pong period. I think kung maisasama po sa supplemental, kasi hindi naman po tayo pwedeng mag release ng wala sa budget kaya hindi naman po magiging problema siguro yun kung kalian marerelease pero syempre mas maganda po kung mas maagang ma release pero may proseso po sa pag ba budget natin."

Hon. Coun. Nolasco: "Yun po ang magiging solution natin kasi nga po late na rin ng maipasa natin at ang budget po ay tapos na, ang magiging solusyon na lang natin siguro ay kung maisasama natin sa Supplemental Budget No. 2 Mam Elvie? Pero Atty parang may napansin ako doon sa 2nd page, no. 1 parang ang binabanggit lang dito para doon sa PHP 526,562.64 sa salary wage increase wala po yung sa Philhealth, kaya dito sa page 2 no. 1 may term na representing a wage increase of 47. "

Atty. Marius D. Sumira: "Pwede naman po nating baguhin ito, pero based po doon sa breakdown from Topserve na binigay po sa atin yung PHP 526, 562.64 kasama na po yung new rate of Philhealth from Jan. 1, 2022 to June 30, 2022 at saka yung new rate wage increase po from June 30, 2022 to Dec. 30 2022 po."

Hon. Coun. Nolasco: "So para maging conform paki adjust na lang po."

Atty. Marius D. Sumira: "Okey po para mag reflects pwede naman po nating i adjust itong supplemental agreement."



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Hon. Coun. Nolasco: "Thank you po Atty., Any opinion po? "

Ms. Shereen L. Esmillo: "Okey po Atty."

Mr. Joseph R. Entrada: "Actually po Sir, yung wage increase nag effect po siya noong June 14, 2022 base po sa **DOLE IVA-19** kaya po nakapag request kami ng supplemental budget. Kaya nga po sabi ni Mam Elvie tapos na yung Annual Budget. Nag take effect po kasi yung guidelines ng DOLE last June 14, 2022 kaya talaga pong late na yung aming supplemental reimbursement."

Ms. Elvinia S. Guerrero: "Pero yung Security Agency na Aquarius nakahabol sila, naibigay po natin yun naka charged sa 2022 budget natin yun."

Hon. Coun. Nolasco: "Oo nga po Mam, Siguro kung mapapasama ito sa supplemental we will inform na lang namin po kayo."

Mr. Joseph R. Entrada: "Sana po Sir, kasi yung 40 to 54 employees namin taga dito rin po iyon, mga taga Bacoor sila at panay punta po sa amin, actually nag labas narin po kami ng pera pero kailang i fully paid po namin sila medyo yung iba kasi nag te treat na mag le labor sila kasi talagang implemented siya ng DOLE. Yun lang po Sir, nakikiusap lang po kami na kung pwedeng makasama na. Salamat po."

Hon. Coun. Nolasco: "Kaya Mam Elvie kung maisasama na natin wala pa namang final amount?"

Ms. Elvinia Guerrero: "Wala pa po meron pa akong inaanatay eh."

Hon. Coun. Nolasco: "Ma i rerequest ba nating mapasama na itong PHP 526,562.64?"

Ms. Elvinia Guerrero: "Kung okey po kay Mayor pwede nating isama."

Hon. Coun. Nolasco: "Kasi kayo talaga ang kakalampagin ng mga tao doon sa claim nila at legal naman. Humihingi din kami sa inyo ng paumanhin kasi nga na delayed yung submission nyo ng request at tapos na ang Annual Budget kaya hinihingi namin ang dispensa. Hindi naman natin inaasahan na magkakaroon ng ganitong increase at delayed ang inyong pagpasa. Ganoon na lang po sisikapin naming mapasama sa supplemental at inform na lang



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namin po kayo. Paki correct na lang po Atty. Yung mga idadagdag para ma approve ko na sa Monday Session ang pagpirma ni Mayor."

Hon. Coun. Palabrica: "Tanong ko lang sa Legal natin, na review nyo na po ba ito?"

Atty. Marius D. Sumira: "Opo dumaan po sa office namin ito."

Hon. Coun. Palabrica: "Yung tungkol sa Philhealth na check nyo ba?"

Atty. Marius D. Sumira: "Opo, meron po talagang lumabas na circular na nag didirect sa mga employees na mag iincrease ng 4% for calendar year 2022."

Hon. Coun. Nolasco: "Any other suggestion po."

Ms. Elvinia Guerrero: "Kung aapruban po ni Mayor okey na po"

The Hearing adjourned at 2:41 P.M.

Prepared By:

EDGARDO B. NOLASCO
CLERK

Attested By:

COUN. ROGELIO "BOK" M. NOLASCO
Chairman
Committee on Finance, Budget and Appropriation



Republic of the Philippines
Province of Cavite
City of Bacoor



5th SANGGUNIANG PANLUNGSOD

Committee on Finance, Budget and Appropriation

ATTENDANCE OF COMMITTEE HEARING

June 01, 2023 / 2:00pm

Sangguniang Panlungsod Conference Room

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. FOR THE FACILITATION OF PAYMENT REGARDING THE RETRO ADJUSTMENT DUE TO PREVIOUSLY DEPLOYED JANITORIAL PERSONNEL ASSIGNED IN THE CITY GOVERNMENT FOR BACOOR AMOUNTING TO PHP 526,562.64. PCR-305-2023 dated May 22, 2023.

NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
JeanKee Contrida	TSSI	0969628225	[Signature] 6/1/23
ARLENE A. URBENZA	TSSI	099897646	[Signature] 6/1/23
JOSEPH R. ENTRADA	TSSI	0998522723	[Signature] 6/1/23
STEFY DEUS REYES	TSSI	09959825144	[Signature] 6/1/23
Hon. REYNALDO PALABRICA	SP		[Signature] 6/1/23
ELVINA S. GUERRERO	CITY BUDGET	0928502856	[Signature] 6/1/23
Hon. ROGELIO "BOCK" M. NOLASCO	SP		[Signature] 6/1/23
Hon. VICTORIO L. GUERRERO, JR.	SP		[Signature] 6/1/23
MARIUS D. SUMIRA	OCLS	09176385741	[Signature] 6/1/23



Republic of the Philippines
Province of Cavite
City of Bacoor

5th SANGGUNIANG PANLUNGSOD





Republic of the Philippines
Province of Cavite

CITY OF BACODR

Office of the Mayor

F-1-3

May 3, 2023

HON. ROWENA BAUTISTA-MENDIOLA

Vice Mayor, City of Bacoor
Bacoor Government Center
Bacoor City, Cavite



THRU: Atty. Khalid Atega, Jr.
Sangguniang Panlungsod Secretary

SUBJECT: Request for Authority to Enter Into and Sign the
Supplemental Agreement for Janitorial Services re:
Retro Adjustment for period covering July 1, 2022 to
December 30, 2022 by virtue of Dole Wage Order No. IVA-
19

Dear Hon. Bautista-Mendiola:

Per Indorsement No. 280, Series of 2023, issued by the Office of the City Legal Service, requesting the undersigned for endorsement and request for the proper authority to enter into and sign the Supplemental Agreement for Janitorial Services with Topserve Service Solutions, Inc. regarding retro adjustment for period covering July 1, 2022 to December 30, 2022, I respectfully request the esteemed members of the Sangguniang Panlungsod to perform the appropriate action that will grant me the authority to enter into and sign the abovementioned Supplemental Agreement. The said adjustment is by virtue of Wage Order No. IVA-19 issued by the Department of Labor and Employment.

Attached herewith is the aforementioned letter, together with its attachments, for your immediate reference.

Sincerely yours,

STRIKE B. REVILLA
City Mayor

Office of the Mayor **Strike**
Strike B. Revilla



SBR20230654

STRIKE
AS

Address: Bacoor Government Center, Bacoor Blvd., Bigy, Bayan, City of Bacoor, Cavite
Trunkline: 434-1111 Website: www.bacoor.gov.ph



SCAN ME



OFFICE OF THE CITY LEGAL

INDORSEMENT NO. 280, SERIES 2023

TO : Hon. **STRIKE B. REVILLA**
City Mayor

Thru: Atty. **PAUL MICHAEL G. SANGALANG**
Office of the Mayor

CC : Atty. **AIMEE S. TORREFRANCA-NERI**
City Administrator

RE: **SUPPLEMENTAL AGREEMENT FOR JANITORIAL SERVICES**
re: **RETRO ADJUSTMENT FOR PERIOD COVERING JULY 01, 2022 TO DECEMBER 30, 2022 BY VIRTUE OF DOLE WAGE ORDER NO. IVA-19**

DATE: 04 May 2023

for MSBR
approval.
or
[Signature]

NADIA MACUS 4:47 PM
5/5/2023

We respectfully endorsing to your office the draft "Supplemental Agreement for Janitorial Services" with Topserve Service Solutions, Inc. pertaining to the facilitation of payment for the retro adjustment due to previously deployed janitorial personnel assigned at the City Government of Bacoor amounting to **FIVE HUNDRED TWENTY-SIX THOUSAND FIVE HUNDRED SIXTY-TWO PESOS AND SIXTY-FOUR CENTAVOS (PHP 526,562.64)**. Breakdown of the amount are, as follows:

1	Philhealth Retro Billing from January 01 to June 30, 2022	PHP11,831.37
2	Wage Increase: 1 st and 2 nd Tranche from June 30 to December 30, 2022.	PHP 514,731.57
TOTAL		PHP 526,562.64

The request for retro adjustment is based on Philhealth Advisory No. 2022-0010 and Wage Order No. IVA-19 Providing for a Minimum Wage Increase in Region IVA, copies of which are attached herein.

All things having been found to be in order, we hereby endorse to your good office the abovementioned Supplemental Agreement **FOR APPROVAL** of our Honorable Mayor Strike B. Revilla, and subsequent indorsement to the Sangguniang Panlungsod for the issuance of an authorization to sign the Agreement

RESPECTFULLY,

ATTY. REY MARCO B. MENDOZA
Office of the City Legal Services

CC: ATTY. EUGENE DE JESUS
City Legal Officer
Office of the City Legal Services



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 _____, 20____, at the City of Bacoor, Province of Cavite, by and between:

The **CITY GOVERNMENT OF BACCOOR**, 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. _____, Series of _____, approved ____ day of _____, 20____ of the City Council of Bacoor City, Cavite, and hereinafter referred to as the "**LGU BACCOOR**"

-and-

TOPSERVE SERVICE SOLUTIONS, INC., a <sole proprietorship/corporation> with business address at 9694 A&N Building, Kamagong Street corner St. Paul Road, Barangay San Antonio, Makati City, represented herein by its <sole proprietor/President>, _____, with residence and postal address at _____, and hereinafter referred to as the "**CONTRACTOR**";

RECITALS:

That, the **CITY** conducted the Public Bidding for the procurement of security services in accordance with RA No. 9154 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. W-A-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 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**

"CITY"

By:

STRIKE B. REVILLA
City Mayor

**TOPSERVE SERVICE
SOLUTIONS, INC.**

"CONTRACTOR"

By:

<FULL NAME>
<Position Title/Designation>

SIGNED IN THE PRESENCE OF:

Name: _____ Name: _____
Address: _____ Address: _____

ACKNOWLEDGMENT

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

BEFORE ME, this, _____ personally appeared,

NAME	COMPETENT EVIDENCE OF IDENTITY	DATE & PLACE ISSUED
SERGE B. RIVILLA	_____	_____
_____	_____	_____

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 with an acknowledgment 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.

Page No.
Page No.
Page No.
Page No. 29

CY 2022 Premium Contribution Schedule for All Direct Contributors

As prescribed in Section 10 of Republic Act No. 11223 or the Universal Health Care (UHC) Act, and in accordance with PhilHealth Circular No. 2020-0005 on the "Premium Contribution Schedule in the National Health Insurance Program (Revision 1)," all Direct Contributors are hereby advised that the premium rate for CY 2022 is 4.0%, with an income floor of P10,000.00 and income ceiling of P80,000.00 effective January 2022. Please see details below:

Year	Monthly Basic Salary	Premium Rate	Monthly Premium
2022	P10,000.00 and below	4.0%	P400.00
	P10,000.01 to P79,999.99		P400.00 to P3,200.00
	P80,000.00 and above		P3,200.00

The adjusted premium rate shall take effect in the Electronic Premium Remittance System (EPRS) and the PhilHealth Member Portal starting the applicable month of June 2022. Members and employers who have already paid their contributions at 3% are advised to generate the corresponding Statement of Premium Account for the paid periods so they can settle the 1% differential payments/remittances until December 31, 2022.

Further inquiries may be referred to the PhilHealth Action Center at Callback Channel: 0917-898-7442 (PHIC) or through email at actioncenter@philhealth.gov.ph. Please visit <https://www.philhealth.gov.ph> for additional information.

(Sgd.) ATTY. DANTE A. GIERRAN, CPA
 President and Chief Executive Officer



WAGE ORDER NO. IVA-19

PROVIDING FOR A MINIMUM WAGE INCREASE IN REGION - 4A

WHEREAS, the Regional Tripartite Wages and Productivity Board - 4A is mandated under *Republic Act No. 6727, otherwise known as The Wage Rationalization Act*, to periodically assess the prevailing regional minimum wage rates and conduct continuing studies to determine whether these are still responsive to the economic condition in the region;

WHEREAS, pursuant to the Omnibus Rules on Minimum Wage Determination, the Board decided *motu proprio* to conduct virtual multisectoral public consultations and blended regional public hearing in view of the extraordinary increases in the price of petroleum products which triggered the increases in the prices of basic goods and services and clamor for wage and fare hikes;

WHEREAS, prior to the conduct of public hearing, the Board received on different dates, petitions for wage increase from the Federation of Free Workers, Metal Workers Alliance of the Philippines, the Association of Minimum Wage Earners and Advocates - PTGWO, and the Trade Union Congress of the Philippines, all of which were presented and discussed during the public hearing;

WHEREAS, in setting the new minimum wage rates for private sector workers in the region, the Board considered the petitions and positions of affected sectors on the wage issue, the results of public consultations and public hearing conducted, the prevailing socio-economic indicators and criteria for wage setting such as the amount to restore the purchasing power of the peso, the two-tiered wage system, poverty threshold, the impact of the Covid-19 pandemic, comparability of wages vis-a-vis benchmark regions and the dispersal of industries across the region among others;

NOW THEREFORE, by virtue of the power and authority vested under RA No. 6727, RTWPB-4A hereby issues this Wage Order.

Section 1. Amount of Increase. There shall be two Tranches of basic wage adjustments under this Wage Order. Upon effectivity of the 1st Tranche, minimum wage earners in the private sector in the Region shall receive three pesos (Php3.00) per day to forty-nine pesos (Php49.00) per day on top of their present minimum wage rates. Upon effectivity of the 2nd Tranche, they shall receive up to forty-eight pesos (Php48.00) per day on top of the 1st Tranche.

Section 2. New Minimum Wage Rates. The new daily minimum wage rates in Region- 4A upon effectivity and completion of the 2-tranche schedules under this Wage Order shall be:

The block contains several handwritten signatures in black ink. From left to right, there are approximately six distinct signatures, some appearing to be initials and others more full names. The signatures are written in a cursive, somewhat stylized manner.

Non Agricultural

W.D. No. 10000

Appl. Order No. 0A 19

Covered Areas

Section	Area	Area	Area	Area
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Division of Agriculture

Division of Fisheries

Division of Forestry

Division of Game and Fish

Division of Health

Division of Labor

Division of Social Services

Division of State Police

Division of Transportation

Division of Water

Division of Wildlife

Division of Youth Services

Division of Corrections

Division of Education

Division of Public Safety

Division of Parks and Recreation

Division of State Police

Division of State Police

Division of State Police

Division of State Police

Division of State Police

Section 10000
Area 10000
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Non-Agriculture

Wage Order No. WA-13

Covered Areas

Minimum Wage	Special Minimum Wage	Non-Agriculture Wage	Minimum Wage for Agricultural Workers

EMERGING GROWTH AREA

County of Mendocino, California

Industry of Cattle

Industry of Hogs

Industry of Poultry

Industry of Sheep

Industry of Swine

Industry of Turkeys

Industry of Veal

Industry of Other

Industry of Other

Industry of Other

Industry of Other

Industry of Other

Industry of Other

Industry of Other

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Agreement No.

W. No. _____
 TA No. _____

Agreement No. _____

Taxation Details

Year	Assessment Year	W. No.	Area	Rate	Amount
2017-18	2017-18				
2018-19	2018-19				
2019-20	2019-20				
2020-21	2020-21				
2021-22	2021-22				
2022-23	2022-23				
2023-24	2023-24				
2024-25	2024-25				
2025-26	2025-26				
2026-27	2026-27				
2027-28	2027-28				
2028-29	2028-29				
2029-30	2029-30				
2030-31	2030-31				
2031-32	2031-32				
2032-33	2032-33				
2033-34	2033-34				
2034-35	2034-35				
2035-36	2035-36				
2036-37	2036-37				
2037-38	2037-38				
2038-39	2038-39				
2039-40	2039-40				
2040-41	2040-41				
2041-42	2041-42				
2042-43	2042-43				
2043-44	2043-44				
2044-45	2044-45				
2045-46	2045-46				
2046-47	2046-47				
2047-48	2047-48				
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2049-50	2049-50				
2050-51	2050-51				
2051-52	2051-52				
2052-53	2052-53				
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2100-01	2100-01				
2101-02	2101-02				
2102-03	2102-03				
2103-04	2103-04				
2104-05	2104-05				
2105-06	2105-06				
2106-07	2106-07				
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2108-09	2108-09				
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2110-11	2110-11				
2111-12	2111-12				
2112-13	2112-13				
2113-14	2113-14				
2114-15	2114-15				
2115-16	2115-16				
2116-17	2116-17				
2117-18	2117-18				
2118-19	2118-19				
2119-20	2119-20				
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2160-61	2160-61				
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2163-64	2163-64				
2164-65	2164-65				
2165-66	2165-66				
2166-67	2166-67				
2167-68	2167-68				
2168-69	2168-69				
2169-70	2169-70				
2170-71	2170-71				
2171-72	2171-72				
2172-73	2172-73				
2173-74	2173-74				
2174-75	2174-75				
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2209-10	2209-10				
2210-11	2210-11				
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2240-41	2240-41				
2241-42	2241-42				
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2243-44	2243-44				
2244-45	2244-45				
2245-46	2245-46</				

Agriculture

A. C. No.	A. C. Name	Wages (per hectare) 1954-55			
		Planting	Harvesting	Other	Total
1
2
3
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5
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1954-55 (A. C. No. 1-10)

Province of Andhra Pradesh

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 District of ...
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1955-56 (A. C. No. 1-10)

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 District of ...
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31 JUL 2022

HON. STRIKE REVILLA

Mayor
Bacolod City Government
Alegre Puro, Bacolod, City

Dear Hon. Revilla,

The Regional Tripartite Wages and Productivity Board (RTWPB-ROA) released an advisory regarding Wage Order 19 for the Ikalabangan area that there is an increase of 35.00 pesos in the daily rate of workers in the private sector. The existing minimum daily rate is 400.00 pesos and was increased to 435.00 pesos per day.

In line with this, Topserve Service Solutions, Inc., your existing service provider for job order services at your Government Center, would like to request a supplemental budget to cover the increase in daily rate to be implemented for our personnel.

Attached herewith is the revised cost breakdown for your perusal.

Thank you for your usual support and we hope for your favorable approval of this request.

Respectfully,

MS. ARLENE URQUIZA

Operations Manager
Topserve Service Solutions, Inc.

MR. WARREN MARANAN

City Council Representative
Topserve Service Solutions, Inc.

Handwritten notes:
received 7/28/22
Approved
11/10/22

Handwritten notes:
26
11/10/22

COST SUMMARY FOR ADDITIONAL BUDGET

PHILHEALTH PREMIUM from 3.5% to 4% computation of differential payment from January 1, 2022 to June 30, 2022

POSITION	HC	ADDITIONAL BUDGET	TOTAL BUDGET PER MONTH
MANTOR	47	32,80	6,532.00
TEAM LEADER	5	32,80	314.00
SUPERV SOP	2	32,80	67.20
TOTAL			1,760.40

WAGE ORDER No. IVA-19 Effective June 30, 2022 1st Tranche

POSITION	HC	ADDITIONAL BUDGET	TOTAL BUDGET PER MONTH
MANTOR	47	1,416.15	6,559.05
TEAM LEADER	5	1,416.15	7,117.74
SUPERV SOP	2	1,416.15	2,832.30
TOTAL			76,597.08
TOTA ADDITIONAL BUDGET			78,357.48
TRANSITION FEE			15,671.50
TOTAL ADDITIONAL BUDGET PER MONTH			105,312.46
TOTAL ADDITIONAL BUDGET FOR WAGE INCREASE & PHILHEALTH			631,874.74

PREPARED BY:

Joseph Entraoda
JOSEPH ENTRAODA

Supervisor
 Supervisor

CONFORME:

Arlene Urquiza
ARLENE URQUIZA

Supervisor
 Social and Manager - Junitana

February 18, 2023

HONORABLE STRIKE REVILLA

Mayor, City Government of Bacoor
Bacoor, Cavite

Atty. **Mr. Agnino Paguirangan**
GSO Officer I

Dear Honorable Revilla,

Greetings from TOPSERVE

Requesting for your kind assistance to facilitate payment for the retro adjustment due to our deployed personnel assigned at the City Government of Bacoor for the period covered from June 30 to December 30, 2022, see below details and breakdown:

1. <i>Philhealth Retro Billing from January 1 to June 30, 2022</i>	:	<i>Php 11,831.77</i>
2. <i>Wage Increase 1st and 2nd Tranche from: June 30-Dec 30, 2022</i>	:	<i>Php 514,731.57</i>
<i>Total</i>		<i>Php 526,562.64</i>

We have attached copy of the Memorandum from Philhealth and the Implementing Rules and Guidelines from the Department of Labor and Employment for the Wage Increase under Wage Order No. 14-A-10 as reference for our remaining invoices. It would be better if we can set a meeting with your team to discuss this further.

We would like to thank you for having entrusted your janitorial and manpower requirement to Topserve Service Solutions, Inc. for the past several years. In case you decide to cater our services in the future, please do not hesitate to call us and we would be happy to be of service to your company again.

Thank you very much. "More power"

Sincerely yours,

Arlene A. Urquiza
MS. ARLENE A. URQUIZA
Operations Manager

Noted by:

Warren Maranan
MR. WARREN MARANAN
Executive Director

CC: Field Agent

OFFICE OF THE CITY MAYOR CITY OF BACOOR, CAVITE
Reference no.: <u>1506</u>
Received by: <u>RHODA</u>
Date / Time: <u>12-27-22 / 5-11</u>
Phone: 02-811-1111 / 02-770-0751

BT follow up. today ok legal - atty. Agnino RE Jess
421-4100 - Operator = 7/2/23 endorse

CLIENT CITY GOVERNMENT OF BOSTON
 MANPOWER BILLING - RETRO
 PHI HEALTH AND WASH INSURANCE

	# OF PERSONNEL	RATE	TOTAL	JAN 01-JUNE 30, 2022	JUNE 10 TO DEC. 30, 2022
INITIATORS	47	15,818.16	743,454.51	744,985.90	810,017.44
TEAM LEADER	5	26,794.41	103,972.05	104,135.07	111,177.79
SUPERVISOR	2	22,184.41	44,368.82	44,434.04	47,201.11
TOTAL			891,794.38	1,760.62	76,596.96
# OF MONTHS				6.00	6.00
TOTAL				10,563.77	459,581.76
ADD- 12% VAI			107,015.32	1,267.65	55,149.81
TOTAL			998,809.70	11,831.42	579,711.57
GRAND TOTAL					526,562.94

Checked by

Netted by

Prepared by

Y. Sebastian / N5B-ibahj

