



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
REGIONAL OFFICE I

**NOTICE OF RENEWAL**

February 14, 2025

**MRS. MA. LUZ A. RULLAN**

General Manager  
Mckleene Premium Products, Inc.  
No. 16 Gen. Luna Street  
City of San Fernando, La Union

Dear **Mrs. Rullan**:

We are pleased to inform you that the contract for the *Provision of Janitorial and Messengerial Services* is hereby renewed in the amount of *Five Hundred Ninety-Nine Thousand One Hundred Ninety-Two Pesos & 55/100 (599,192.55)* in accordance with the Guidelines on Renewal of Regular and Recurring Services provided under the updated 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

We appreciate your interest in renewing the subject contract and we look forward to your satisfactory performance of your obligations under the project.

Sincerely yours,

**RIA V. BANSIGAN, CESO III**  
Director IV

**Received By:**

MA. LUZ A. RULLAN

(Signature above printed name)

FEBRUARY 14, 2025/ 11:10 AM

(Date and Time of receipt)

# CONTRACT AGREEMENT FOR JANITORIAL AND MESSENGERIAL SERVICES

THIS CONTRACT AGREEMENT for Janitorial and Messengerial Services is made and entered into this 14<sup>th</sup> day of February 2025 in the City of San Fernando, La Union, by and between:

**DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE I** (hereinafter called the "Entity") with business address at Government Center, Barangay Sevilla, City of San Fernando, La Union;

- and -

**MCKLEENE PREMIUM PRODUCTS, INC.**, a duly registered business with principal address at No. 16 Gen. Luna St., City of San Fernando, La Union (hereinafter referred to as the "Supplier").


WHEREAS, the Bids and Awards Committee (BAC) of the Entity recommended to the Director IV, through Resolution No. 2025-01 dated February 12, 2025, the renewal of contract with the Supplier;


WHEREAS, through the same BAC Resolution, the Director IV approved the BAC's recommendation to renew the contract with the Supplier

## NOW, THIS CONTRACT AGREEMENT WITNESSETH AS FOLLOWS:

1. The Entity and the Supplier agree to renew the contract for the period from March 1 to December 31, 2025 in the sum of **Five Hundred Ninety-Nine Thousand One Hundred Ninety-Two Pesos & 55/100 (P599,192.55) Only**; and
2. The following documents shall be deemed to form and be read and construed as part of this Contract Agreement, viz:
  - a) Letter dated January 13, 2025 re submission of updated documents;
  - b) Notice of Extension dated December 16, 2024, extending the provision of janitorial and messengerial services for two (2) months (January 1 to February 28, 2025); and
  - c) Notice of Renewal dated February 14, 2025.

**IN WITNESS WHEREOF**, the parties hereto have duly executed this Contract Agreement in accordance with the laws of the Republic of the Philippines on the date and place first above written

  
**RIA V. BANSIGAN, CESO III**  
Director IV  
Department of Budget and Management  
Regional Office I

  
**MA. LUZ A. RULLAN**  
Manager/Owner  
Mckleene Premium Products, Inc.

Witness:

  
**MARGIE LYN E. GACAYAN**

  
**JASON O. MADRID**

### ACKNOWLEDGMENT

**BEFORE ME**, a Notary Public in and for the City of San Fernando, La Union, this 19<sup>th</sup> day of February 2025, personally appeared **DIRECTOR RIA V. BANSIGAN** and **MRS. MA. LUZ A. RULLAN** who have satisfactorily proven to me their identities through the following current identification documents:

Name	Identification Document No.	Valid Until
Dir. Ria V. Bansigan	DBM ID No. 3438	December 31, 2025
Mrs. Ma. Luz A. Rullan		

That they are the same persons who executed and voluntarily signed the foregoing **Contract Agreement for Janitorial and Messengerial Services** consisting of two (2) pages, including this page, which they acknowledged before me as their own free voluntary act and deed and that the **Department of Budget and Management Regional Office I** and the **Mckleene Premium Products, Inc.**, which they represent as Director IV and Manager/Owner, respectively, with full authority to sign in that capacity.

**WITNESS MY HAND AND SEAL** this 19<sup>th</sup> day of February 2025 at the City of San Fernando, La Union.

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Series of 2025

Notary Public

PTR No. \_\_\_\_\_  
TIN \_\_\_\_\_

**ANDRE H. DACANAY**  
Notary Public of San Fernando City, La Union  
Commission No. 136-2023  
Until December 31, 2025  
3/F Rm. 307, Diocesan Center, **CSFLU**  
PTR No. 2693236; 01/02/2025  
IBP No. 480458; 12/03/2024  
Roll No. 38362; TIN 159-321-249