

REPUBLIC OF LIBERIA)
MONTERRADO COUNTY)

JANITORIAL SERVICES AGREEMENT

This Contract is made and entered into this 1st Day of May, A.D. 2023, in the City of Monrovia, County of Monterrado, Republic of Liberia by and between the National Social Security & Welfare Corporation, a public corporation duly organized and existing under the laws of the Republic of Liberia represented by and thru its Director General Dewitt B. vonBallmoos. (Hereinafter referred to and known as the CLIENT and LIBVENCO, a private Liberian owned entity represented by and thru its Chief Executive Officer, Jamima Wolokollie of the City, County and Republic aforesaid thereafter referred to and herein known as the "CONTRACTOR", hereby:

WITNESSETH

WHEREAS, the CLIENT desires to contract the services of an experienced firm for the rendering of janitorial Services to the National Social Security and Welfare Corporation's 15th Street Office Complex.

WHEREAS, the CONTRACTOR having the requisite experience skill and capacity to render janitorial services to the Corporation and

WHEREAS, both the CLIENT and the CONTRACTOR hereby agree to perform their respective obligation made hereunder;

NOW THEREFORE in consideration of the term conditions and stipulations herein set forth the Parties have agreed as follows to wit:

1. That for and in consideration of the Janitorial Services to be rendered by the CONTRACTOR the CLIENT shall pay or cause to be paid to the CONTRACTOR a Compensation of **THIRTY-ONE THOUSAND TWO HUNDRED UNITED STATES DOLLARS (US\$31, 200.00)** to be paid for the duration of the contract period beginning from May 1, 2023 to December 31, 2023 at a monthly rate of **THREE THOUSAND NINE HUNDRED UNITED STATES DOLLARSS (US\$3,900.00)** to be paid at the end of every month upon the signing of this Contract to facilitate the immediate commencement of the Work of the CONTRACTOR
2. That the Scope of Work of the CONTRACTOR shall cover the following:
 - a. The premises within the compound including the entrance hall all offices, rest rooms (bath rooms/toilets), mess room, computer photo copy room. Corridors. Staircase meeting room with balcony;
 - b. The Corporation's Main Complex on 15th Street, Sinkor, Monrovia;
 - c. That the scope of work also includes NASSCORP Compound surrounding the property along with the paved areas;
3. That the nature of work under this agreement shall be specific as follows:
 - a. All floor and steps in the main building shall be swept and mopped daily and shall be polished every week. The floors of the ground house shall be swept daily.
 - b. All furniture and fitting shall be dusted as required at least twice every week.
 - c. The walls and Tiled surfaces of the kitchenette of the Director General's Office shall be washed down regularly as required.
 - d. All restrooms (including outside toilets fitments and tiling shall be cleaned daily and maintained in a hygienic condition with the supply of liquid hand soap, toilet tissues, Paper towels or napkins and Air Freshener. Windows to all rooms shall be cleaned regularly at least once every month.
 - e. All waste material from the offices shall be collected daily and disposed of by the contractor.

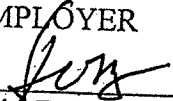
- f. Externally the yards and paths shall be swept regularly and kept free of litter and fallen leaves and decaying vegetation. The garden areas shall be kept fully planted up. Cultivated and trimmed. All external paint work shall be washed dusted off as necessary.
- 4. That the CONTRACTOR shall provide and assigned Janitorial Staffs plus a Supervisor(s) each Weekday to carry out the above Janitorial services.
- 5. That the CONTRACTOR shall carry out any reasonable and agreed additional Janitorial Services to the Employer's offices as may be required.
- 6. That the term Janitorial Services under this agreement shall be defined as the provision of all cleaning equipment, cleaning materials and hygiene products. The cleaning and maintenance to a high standard of all the employer's premises from Mondays to Fridays.
- 7. Deep cleaning every 2nd and 4th Saturdays monthly. Deep cleaning involves extensive cleaning and/or detailing of both exterior and interior of the premises.
- 8. That the CONTRACTOR shall provide the necessary cleaning equipment, cleaning material and hygiene products d in the performance of its services with no cost to Management.

That the duration of this CONTRACTOR shall be for a period of **Eight (8) calendar Months** certain. Commencing from the **1st Day of May A.D. 2023** up to and including the **31st Day of December A.D. 2023**.

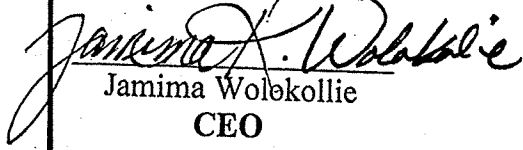
- 10. That the failure of the EMPLOYER or the CONTRACTOR to perform in strict adherence to the terms, conditions and stipulations of this contract shall subject same to termination by either Party upon giving thirty (30) Days Written Notice to the other party in breach and contingent upon the failure of said party to rectify during the period of the Notice. **NOTICEWITHSTANDING** the Parties shall reserve the right to terminate this **CONTRACT** upon given Thirty (30) Days Written Notice to the other Party.
- 11. That in the event of **FORCE MAJURE'S** this legal instrument shall be suspended until the Force Majeure's period is abated: after which upon the expiration of Thirty (30) Days the Parties shall resume performance of their respective obligations hereunder.
- 12. This CONTRACTOR shall come into effect upon its signing and is binding upon the Parties hereto their Heirs assigns Executors Administrators. Successor's in-Office and Legal or Personal Representatives during the period of its existence as if they were specifically named herein from the beginning of its execution. All references in this Contract to the EMPLOYER and CONTRACTOR shall be deemed to and include their Heirs Assigns. Executors, Administrators Successors-in-Office and Legal or Personal Representatives.

IN THE PRESENCE OF:

IN WITNESS WHEREOF THE PARTIES HAVE AFFIXED THEIR SIGNATURES ON THE DATE MONTH AND YEAR FIRST ABOVE WRITTEN

FOR : THE EMPLOYER


 Dewitt B. vonBallmoos
DIRECTOR GENERAL

FOR: THE CONTRACTOR


 Jamima Wolokollie
CEO