



BIDS AND AWARDS COMMITTEE

BID BULLETIN NO. 1

This Bid Bulletin is issued to amend/clarify items in the Bidding Documents for the **SERVICE AGREEMENT FOR JANITORIAL MANPOWER AND UTILITY SERVICES** under **Public Bidding No. 2023-016**.

REFERENCE	AMENDMENTS
<p>Section III. Bid Data Sheet Clause 5.3 Page 20</p> <p>For this purpose, contracts similar to the Project shall be any contract for the Service Agreement for the Janitorial Manpower and Utility Services which shall xxx</p>	<p>For this purpose, contracts similar to the Project shall be any contract for janitorial services which shall xxx</p>
<p>Section III. Bid Data Sheet Clause 20.2 Page 20</p> <p>The bidder with the Lowest Calculated Bid shall submit ALL of the following post-qualification requirements:</p> <ol style="list-style-type: none"> 2. Latest Income Tax Returns filed and paid through the Electronic Filing and Payments System (EFPS); and 3. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment within the last six (6) months preceding the date of bid submission. 4. Proof of premium remittances for the whole year of 2022 for the following government agencies: SSS, PHIC and HDMF in the form of certification issued by the said agencies 5. Copy of DOLE Certificate of Registration and Certificate of Compliance with General Labor Standard 6. Proof of payment of personnel benefits (such as 13th month pay, 5-day incentive) for the year 2022 	<p>The bidder with the Lowest Calculated Bid shall submit ALL of the following post-qualification requirements:</p> <ol style="list-style-type: none"> 2. FY 2021 Income Tax Returns filed and paid through the Electronic Filing and Payments System (EFPS); 3. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment within the last six (6) months preceding the date of bid submission; 4. Proof of premium remittances for the whole year of 2022 for the following government agencies: SSS, PHIC and HDMF in the form of certification issued by the said agencies; 5. Copy of DOLE Certificate of Registration; and 6. Proof of payment of personnel benefits (such as 13th month pay, 5-day incentive) for the year 2022, such as certified true copy of PAY SLIP of one (1) employee per job description as required in the Schedule of Requirement for the last six (6) months.

Sample Forms Bid Price Schedule 1. Detailed Cost Distribution Page 59	<i>Please see revised Bid Price Schedule (Detailed Cost Distribution) attached as Annex A</i>
REFERENCE	CLARIFICATION
Section VII. Technical Specifications Terms of Reference Page 31-47	<p>With the suspension of the implementation of 4.5% rate for Philhealth contribution, the rate to be applied for SSS and Philhealth Contribution is 4%.</p> <p>The no of days to be used for the computation of monthly rate are as follows:</p> <ul style="list-style-type: none"> • 313 days for 6-days work • 261 days for 5-days work <p>Salary for supervisor and skilled workers such as drivers, electrician, telephone technician and carpenter/plumber must be above minimum.</p>

Provisions in the bidding documents that are in conflict with this Bulletin are deemed revised/amended.

For editable forms, you may request from the BAC Secretariat by sending an email-request.

For guidance and information of all concerned.

April 19, 2023

For the Bids and Awards Committee:


ARMANDO A. PAN, JR.
 Chairman

**BID PRICE SCHEDULE 1
DETAILED COST DISTRIBUTION**

COST BREAKDOWN	THE SEC HEADQUARTERS												BCD EO										
	Janitor	Painter	Electrician	Technician	Carpenter/Plumber	Driver (6 days)	Driver (5 days)	Foreman	Asst. Supervisor	Supervisor	LED Janitor	BED Janitor		CDO Janitor	TEO Janitor	ZEO Janitor	CEO Janitor	Electrician	Plumber/Carpenter	DEO Janitor	IED Janitor	BCD Janitor	
Let "DW" = Daily Wage																							
Average Pay/Month (DW x 313/12)																							
**Average Pay/Month (DW x 261/12)																							
5 Days Incentive Leave																							
13th Month Pay																							
ECOLA																							
A. TOTAL AMOUNT TO CONTRACTOR																							
Pag-dig Contribution																							
SSS Contribution																							
Philhealth Contribution																							
ECC																							
B. TOTAL AMT TO GOVT IN FAVOR OF CONTRACTORS SERVICE PROVIDER																							
TOTAL AMT TO CONTRACTOR & GOVT (A+B)																							
Cost of Cleaning Supplies and Materials																							
Cost of Cleaning Equipment and Tools																							
ADM & OPERATING OVERHEAD																							
TOTAL MONTHLY CONTRACT RATE BEFORE VAT																							
Add: 12% VAT																							
TOTAL MONTHLY CONTRACT RATE																							
No. of Manpower Requirements	20	24	2	1	2	2	10	1	1	1	2	2	2	1	2	4	2	1	1	1	3	1	2
TOTAL CONTRACT RATE PER MONTH																							
TOTAL CONTRACT PRICE FOR ONE (1) YEAR																							
CONTINGENCY to Cover Cost of Additional Janitorial Personnel that may be required and Cost of Overtime (FIXED)																							
GRAND TOTAL																							
	Php 5,600,000.00																						