



SUPPLEMENTAL BID BULLETIN NO. 1

Provision of Janitorial and Allied Services for CY 2021

This Supplemental Bid Bulletin for the Provision of Janitorial and Allied Services for CY 2021 is issued to amend the following provisions of the Bidding Documents as a result of the Pre-Bid Conference held on November 17, 2020:

Specific Page/Section	Original Provision	Amended Provision
Section VIII. Forms	Rate of PhilHealth Contribution pursuant to PhilHealth Circular 2019-009 dated October 25, 2019.	To revise the price schedule form reflecting the new rate for PhilHealth Contribution pursuant to PhilHealth Circular 2020-006. See attached revised Price Schedule Form
Section III. Bid Data Sheet Clause 20.2. Post-qualification Documents	4. Proof of previous six (6) month remittances to SSS, PAG-IBIG, and PhilHEALTH duly acknowledged and stamped "received" by said agencies OR certificate issued by those agencies in 2019 that the Contractor are not in arrears in the remittance of contributions due to the government;	4. Proof of previous six (6) month remittances to SSS, PAG-IBIG, and PhilHEALTH duly acknowledged and stamped "received" by said agencies OR certificate issued by those agencies in 2020 that the Contractor are not in arrears in the remittance of contributions due to the government;

This Supplemental Bid Bulletin shall form part of the Bid Documents. Any provision in the Bid Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

Issued this 23rd day of November 2020.

MARIA THERESA L. LARANANG
Chairperson, Bids and Awards Committee

SCHEDULE OF PRICES FOR JANITORS

Days worked per week 6
 No. of days/year 313
 Daily rate Php 537.00
 No. of Janitors 6

Particulars	Monthly Rate/ Employee	Annual Rate/ Employee
A. Payable Directly to Janitors		
1. Average daily rate (ADR)/month [(Php 537.00 x 313 days)/12 months]	14,006.75	168,081.00
2. 13th month pay (ADR/12)	1,167.23	14,006.75
3. Five days incentives leave (Php 537.00 x 5 days)/12 months	223.75	2,685.00
Subtotal A	15,397.73	184,772.75
B. Payable to the Government in favor of the Janitors		
1. SSS premium	1,120.00	13,440.00
2. PhilHEALTH contribution	245.12	2,941.44
3. ECC contribution	10.00	120.00
4. PAGIBIG fund contribution	100.00	1,200.00
Subtotal B	1,475.12	17,701.44
C. Total Compensation (A + B)	16,872.85	202,474.20
D. Administrative Cost (C x ____%)		
E. Supplies and Materials		
F. Total Cost (C + D + E)		
G. Total Cost for six (6) Janitors (Fx6)		
H. VAT (G x 12%)		
I. Total Contract Price (G + H)		

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SCHEDULE OF PRICES FOR DRIVERS

Days worked per week 5
 No. of days/year 261
 Daily rate Php 537.00
 No. of Drivers 12

Particulars	Monthly Rate/ Employee	Annual Rate/ Employee
A. Payable Directly to the Drivers		
A. Average daily rate (ADR)/month (Php 537.00 x 261 days)/12 months	11,679.75	140,157.00
B. 13th month pay (ADR)/12)	973.31	11,679.75
C. Five days incentives leave (Php 537.00 x 5 days)/12 months	223.75	2,685.00
Subtotal A	12,876.81	154,521.75
B. Payable to the Government in favor of the Drivers		
a. SSS premium	920.00	11,040.00
b. PhilHEALTH contribution	204.40	2,450.40
c. ECC contribution	10.00	120.00
d. PAGIBIG fund contribution	100.00	1,200.00
Subtotal B	1,234.40	14,812.80
C. Total Contract Cost (A + B)	14,111.21	169,334.52
D. Administrative Cost (C x ____%)		
E. Communication Allowance	300.00	3,600.00
F. Supplies		
G. Total Cost (C + D + E + F)		
H. Total Cost for 12 Drivers		
I. VAT (H x 12%)		
J. Total Contract Price (H + I)		

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SCHEDULE OF PRICES FOR MESSENGERS

Days worked per week 5
 No. of days/year 261
 Daily rate Php 537.00
 No. of Messengers 3

Particulars	Monthly Rate/ Employee	Annual Rate/ Employee
A. Payable Directly to Messengers		
A. Average daily rate (ADR)/month (Php 537.00 x 261 days)/12 months	11,679.75	140,157.00
B. 13th month pay (ADR)/12)	973.31	11,679.75
C. Five days incentives leave (Php 537.00 x 5 days)/12 months	223.75	2,685.00
Subtotal A	12,876.81	154,521.75
B. Payable to the Government in favor of the Messengers		
a. SSS premium	920.00	11,040.00
b. PhilHEALTH contribution	204.40	2,450.40
c. ECC contribution	10.00	120.00
d. PAGIBIG fund contribution	100.00	1,200.00
Subtotal B	1,234.40	14,812.80
C. Total Contract Cost (A + B)	14,111.21	169,334.52
D. Administrative Cost (C x ____%)		
E. Communication Allowance	300.00	3,600.00
F. Total Cost (C + D + E)		
G. Total Cost for Three (3) Messengers		
H. VAT (H x 12%)		
I. Total Contract Price (G+H)		

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SCHEDULE OF PRICES FOR FRONTDESK OFFICER

Days worked per week	5
No. of days/year	261
Daily rate	Php 537.00
No. of Front desk Officer	1

Particulars	Monthly Rate/ Employee	Annual Rate/ Employee
B. Payable Directly to Front desk Officer		
A. Average daily rate (ADR)/month (Php 537.00 x 261 days)/12 months	11,679.75	140,157.00
B. 13th month pay (ADR)/12)	973.31	11,679.75
C. Five days incentives leave (Php 537.00 x 5 days)/12 months	223.75	2,685.00
Subtotal A	12,876.81	154,521.75
C. Payable to the Government in favor of the Front desk Officer		
a. SSS premium	920.00	11,040.00
b. PhilHEALTH contribution	204.40	2,450.40
c. ECC contribution	10.00	120.00
d. PAGIBIG fund contribution	100.00	1,200.00
Subtotal B	1,234.40	14,812.80
C. Total Contract Cost (A + B)	14,111.21	169,334.52
D. Administrative Cost (C x ____%)		
E. Total Cost (C + D)		
F. Total Cost for One (1) Front desk Officer		
G. VAT (F x 12%)		
H. Total Contract Price (F + G)		

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