

**SUPPLEMENTAL / BID BULLETIN NO. 2023-01-01**
**TITLE : SECURITY SERVICES FOR DSWD FO 10 2023**
**ITB NO. : 2023-01-01**
**DATE : February 20, 2022**

This Supplemental/ Bid Bulletin is issued to all prospective bidders announcing the response on the questions/clarifications raised by prospective bidders and amendments/changes in the Bidding Documents, as follows:

**I. Response on the Question /Clarification of the Prospective Bidder**

PARTICULAR	QUESTION/CLARIFICATION	DSWD RESPONSE
Sect VII –Technical Specifications	Agency Fee	<ul style="list-style-type: none"> <li>Agency fee should not be lower than 20% as per DO 150-16.</li> </ul>
Sect VII –Technical Specifications	For the SSS, Philhealth and Pag-ibig contributions, will the 2022 or 2023 rates be followed?	<ul style="list-style-type: none"> <li>The office has not yet received any official communication on the new rates for CY 2023, status quo will be followed. 2022 standard rates will still be the basis.</li> </ul>
Sect VII –Technical Specifications	What is the standard of rating for computing the working days as there's a new rate which is 394.7?	<ul style="list-style-type: none"> <li>The basis in computing the working days for the total contract price is 394.4.</li> </ul>
Sect VII –Technical Specifications	Will the office allow relievers for 1 day for the Security Guards as there's a DOLE Memorandum that all workers should render 6 days per	<ul style="list-style-type: none"> <li>Relievers are allowed</li> </ul>

Sect VII –Technical Specifications	Will the office allow relievers for 1 day for the Security Guards as there's a DOLE Memorandum that all workers should render 6 days per week as the schedule provided for 7 days a week of duty?	<ul style="list-style-type: none"> <li>Relievers are allowed</li> </ul>
Sect VII –Technical Specifications	<ul style="list-style-type: none"> <li>For the Security Guards that will be assigned at Lanao del Norte, will the standard working hours of BARMM be considered?</li> </ul> <p>Does the office require the bidder to submit remittance list for their remitted contributions of the Security Guards and not require them to submit clearances from Philhealth, Pag-ibig and SSS to determine if they have good standing and if they don't have pending cases also at NLRC for purposes of the Bidding?</p>	<ul style="list-style-type: none"> <li>Computation of working hours will be based on the standard formula.</li> <li>Clearances were not required before and they only look into these clearances during post-qualification. However for this year, the winning Security Agency will be required to submit a copy of their remittances on quarterly basis.</li> </ul>
Sect VII –Technical Specifications	Basis for the Computation for overtime - will it be based on the standard PADPAO computation which is 10% divided by 3 or will it be based on DO 150-16 which is 10% as is?	<ul style="list-style-type: none"> <li>Basis for the computation for overtime is as per DOLE / RTWPB</li> </ul>
Sect VII –Technical Specifications	Security Plan and site visit	<ul style="list-style-type: none"> <li>will be required from the winning bidder during Post Qualification visit</li> </ul>
Sec. VII Technical Specifications	Bidder must state either "Comply" or "Not Comply or any equivalent term in the column "Statement of Compliance".	<ul style="list-style-type: none"> <li>Added the Column "STATEMENT OF COMPLIANCE" in the Technical Specifications provided below.</li> </ul>
Sec. IX. Bidding Forms	In the letter "H" of the Matrix Table, Totals for One (1) Year is indicated.	<ul style="list-style-type: none"> <li>H. Totals for Eight (8) Months (New Matrix Table provided below)</li> </ul>



### III. Deadline for the Submission and Receipt of Bids

This is to reiterate the deadline for the submission and receipt of bids on **February 27, 2023 at 12:00 noon**. Bids must be delivered to the **BAC Secretariat Office, DSWD -10 Masterson Avenue, Upper Carmen, Cagayan de Oro City**. Late bids will not be accepted.


The Virtual Bid opening through videoconferencing via google meet shall be on **February 27, 2023 at 1:00 PM** onwards. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. The links will be provided upon submission of bid documents.

### IV. Issuance of Bid Documents

The issuance of bidding documents is until **12:00 noon of February 27, 2023**.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

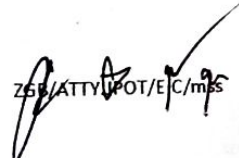
  
**ZOSIMO G. BUTIL**  
Chairperson, Bids and Awards Committee

Please accomplish the portion below and email at [bac.fo10@dswd.gov.ph](mailto:bac.fo10@dswd.gov.ph).

RECEIVED BY : \_\_\_\_\_ DATE: \_\_\_\_\_  
(SIGNATURE OVER PRINTED NAME)

DESIGNATION : \_\_\_\_\_

COMPANY : \_\_\_\_\_

  
ZSE/ATTY/POT/EC/mss

# *Technical Specifications*

## Security Services for DSWD FO 10

Item No.	Items/Description	Qty.	No. of Daily Duty Hours	Area of Assignment per Office	STATEMENT OF COMPLIANCE
1	Security Services for DSWD FO 10	6	8 hrs	Gingoog City (RRCY)	
		3	8 hrs	Iligan City (DALIPUGA HUB)	
		9	8 hrs	Regional Office, CDO	
		6	8 hrs	Alae, Manolo Fortich (HAVEN FOR WOMEN)	
		1	12 hrs	Gingoog City (AICS)	
		2	12 hrs	Malaybalay City (POO)	
		2	12 hrs	Valencia City (AICS)	
		2	12 hrs	Misamis Oriental (POO)	
		2	12 hrs	Regional Office, CDO	
		2	12 hrs	Ozamis City (AICS)	
		1	12 hrs	Tubod (POO)	
		2	12 hrs	Misamis Occidental (POO Oroquieta/AICS)	
		1	12 hrs	Lanao del Norte (POO)	
		2	12 hrs	Camiguin (AICS/POO)	

1. Basic Salary
2. Overtime Pay
3. Night Differential Pay
4. 13<sup>th</sup> Month Pay
5. 5 Days Service Incentive Leave Pay
6. Uniform Allowance
7. Mandatory Benefits:
  - Retirement Benefit
  - SSS Premium (Pursuant to New SSS Law)
  - PhilHealth
  - State Insurance Fund
  - Pag-IBIG Fund
8. Agency Fee of 20% (Per DOLE Dept. Order 150-16)
9. VAT (Per BIR Memo Cir. No. 39-2007)

### Terms of Reference:

- Must not have case at DOLE and NLRC
- Upon quotation, must submit Certificates of Registration (re: legitimate contractor) issued by the Bureau of Labor Relations
- The winning bidder shall submit an Undertaking Re: Timely Posting of Mandatory Benefits/Contribution (i.e., SSS, PhilHealth and Pag-IBIG) and the remittance slip shall be attached upon billing.
- Number of Months: 8 Months

➤ Number of Security Guards: 41

Note: Bidders must state either **“Comply”** or **“Not Comply”** or any equivalent term in the column “Statement of Compliance” against each of the individual parameters of each “Specification”.

I hereby commit to comply with all the above requirements.

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Name of Company/Bidder

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Bidder's Signature over Printed Name

Date: \_\_\_\_\_



	Merged Categories I & II				Merged Categories III & IV	
	Eight (8) Hours Daily Duty		Twelve(12) Hours Daily Duty		Twelve (12) Hours Daily Duty	
A. AMOUNT DUE TO GUARD	Gingoog (6), Iligan (3) Regional Office (9), Alae (6)		Gingoog (1), Malaybalay (2) Valencia (2), Mis.Or (2) Regional Office (2), Ozamis (2)		Tubod (1), Mis.Occ. (2), LDN (1), Camiguin (2)	
Wage Category Per Wage Order RX-21						
	With Night Premium	Without Night Premium	With Night Premium	Without Night Premium	With Night Premium	Without Night Premium
1. Average Pay per Month						
2. 4 Hours Overtime						
3. Night Differential Pay						
4. 13th Month Pay						
5. 5 Days Service Incentive Leave Pay						
6. Uniform Allowance (Per RA 5487)						
<b>TOTAL AMOUNT DUE TO GUARD</b>						
B. AMOUNT TO GOVERNMENT IN FAVOR OF GUARD						
7. Retirement Benefit						
8. SSS Premium (Pursuant to New SSS Law)						
9. PhilHealth						
10. State Insurance Fund						
11. Pag-IBIG Fund						
C. TOTAL AMOUNT TO GOV'T IN FAVOR TO GUARD						
D. TOTAL AMOUNT TO GUARD AND GOVERNMENT						
E. AGENCY FEE						
F. VALUE ADDED TAX						
G. MONTHLY RATE PER GUARD						
NUMBER OF SECURITY GUARDS						
NO. OF MONTHS						
H. TOTALS FOR EIGHT (8) MONTHS						
I. TOTAL AMOUNT OF CONTRACT FOR EIGHT (8) MONTHS						