



SUPPLEMENTAL BID BULLETIN

Addendum No. 3

3 February 2019

REF: PROCUREMENT OF THE FOLLOWING:

1. Lot A: Janitorial Services for PCSO Main, and Extension Offices in the National Capital Region (NCR) for Three (3) Years under Contract No. GSD-JS-NCR-2018
2. Lot B: Janitorial Services for Branch Offices in LUZON for Three (3) Years under Contract No. GSD-JS-LUZON-2018
3. Lot C: Janitorial Services for the Office of the Department Manager and Branch Offices in VISAYAS for Three (3) Years under Contract No. GSD-JS-VISAYAS-2018
4. Lot D: Janitorial Services for the Office of the Department Manager and Branch Offices in MINDANAO for Three (3) Years under Contract No. GSD-JS-MINDANAO-2018

The Bids and Awards Committee (BAC) hereby issues this Supplemental Bid Bulletin or Addendum No. 3 to inform the prospective bidders of the following:

1. The revised Annexes for Lots A to D are hereto attached for reference;
2. Announcement of the new schedule for the Deadline of Submission and Opening of Bids as follows:

PROJECT	DEADLINE OF SUBMISSION OF BIDS	OPENING OF BIDS	VENUE
Lot A : Janitorial Services for PCSO Main, and Extension Offices in the National Capital Region (NCR)	February 26, 2019 Tuesday 9:30 am	February 26, 2019 Tuesday 10:00 am	3 rd Floor, BAC Room, Conservatory Shaw Plaza Building, Shaw Boulevard, Mandaluyong City 1552
Lot B: Janitorial Services for Branch Offices in LUZON	February 26, 2019 Tuesday 1:30 pm	February 26 2019 Tuesday 2:00 pm	
Lot C: Janitorial Services for the Office of the Department Manager and Branch Offices in VISAYAS	February 27, 2019 Wednesday 9:30 am	February 27, 2019 Wednesday 10:00 am	
Lot D: Janitorial Services for the Office of the Department manager and Branch Offices in MINDANAO	February 27, 2019 Wednesday 1:30 pm	February 27, 2019 Wednesday 2:00 pm	

ALL OTHER MATTERS NOT INCLUDED IN THIS ADDENDUM ARE HEREBY MAINTAINED BY THIS COMMITTEE.

For the information and guidance of all concerned.


LAURO A. PATIAG
BAC Chairperson



LOT A

Procurement of Lot A

Janitorial Services for PCSO Main Office and Extension Office in the NCR

Annex “A”

SCHEDULE OF DEPLOYMENT

LOCATION	NUMBER OF PERSONNEL	DAYS AND HOURS
Main Office (Sunplaza and Conservatory Bldgs.)	1 supervisor 14 janitors	Monday to Friday 6:30am. - 3:30pm.
Office of the GM	1 janitor	Saturday 6:00am. - 3:00pm.
Draw Court	1 janitor	Monday to Saturday 1:00pm.- 10:00pm.
Extension Office at (San Marcelino Office) SPPD and Lotto Warehouse and Grounds	3 janitors 1 janitor*	Monday to Saturday 6:30am. - 3:30pm. Monday to Friday 6:30am. - 3:30pm.
Draw Court at Conservatory Bldg.	1 janitor*	Sunday 1:00pm. - 10:00pm

*Note: With shifting schedule every Sunday at the Draw Court.



Procurement for Lot A
Janitorial Services for the Main Office and Extension Offices in NCR

Annex "B"

Supplies, Tools and Equipment for Main and Extension Offices

Particulars	Unit	Quantity
B1. Monthly Supplies: Delivery shall be every first five (5) WDs of the month.		
Air Freshner (320 gms)	can	10
Carpet Shampoo	gal	3
Carpet Stain Remover	gal	1
Powder soap	kg	15
Disinfectant	gal	4
Furniture polish, aerosol type pledge	can	8
Glass cleaner, concentrated	gal	2
Hand liquid soap	gal	10
Insecticide (Baygon)	can	7
Mop head	piece	21
Bleach (zonrox)	gal	4
Round Rags	kilo	11
Rubber Hand Gloves	pair	14
Scrubbing Pad (scouring pad)	piece	5
Toilet deodorant cake	doz	6
Emulsion Wax	gal	4
Trash Bag XL -Thick (eco-green)	piece	700
Trash Bag M -Thick (eco-green)	piece	300
Urinal/Bowl cleaning agent	gal	4
Wax Stripping Solution	gal	3
B2. Quarterly Supplies: Delivery shall be one week in advance prior to the start of the quarter.		
Broom Stick	piece	5
Nylon Brush pad	piece	2
Pail w/ lid (4 gals)	piece	6
Polishing pad	piece	6
Stripping Pad	piece	6
Steel wool	reams	3
Toilet brush	piece	10
Dust mop	piece	2
B3. Semestral Supplies: Delivery shall be every first five (5) days WDs prior to the start of the semester.		
Dipper (Tabo)	piece	10
Door mat (cloth)	piece	14
Dust pan	piece	18
Mop handle	piece	42
Soft broom (tambo)	piece	18
Toilet pump	piece	5
Ceiling broom	piece	2

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B4. Janitorial Tools and Equipment: Delivery shall be within seven (7) days upon receipt of NTP.		
Equipment:		
Brand New Aluminum Ladder- 12 feet High Foldable	unit	1
Brand New Grass Cutter, gasoline type, heavy duty	unit	1
Brand New Heavy Duty Floor Polisher (16" diameter)	unit	8
Brand New Vacuum cleaner-Wet & Dry	unit	2
Chain saw, gasoline fed, portable, with fuel provision	unit	1
Electrical Extension cord for pressurized washer (50m.)	unit	1
Two Plastic Trash Bins (Bio and Non biodegradable 120 liters)	set	16
Stainless pump hand liquid dispenser, 550 ml.	piece	14
Pressure washer (3Hp)	unit	1
Maintenance Cleaning sign board	piece	3
Mop bucket with squeezer	unit	5
Plastic Drum (200L)	piece	3
Trash can with lid, plastic, 10L. (restrooms)	piece	32
Water Hose (100m. 1/2 diameter)	piece	1
Wet Floor Sign	piece	8
Tools:		
Pruning shear	piece	2
Spatula 2"	pieces	12
Squeege, glass cleaner	piece	18
Hand plastic spray bottle	piece	10
Hand rake, heavy duty, (gravel)	piece	2
Hand trowel	piece	2
Personal Safety:		
Rain coat	piece	2
Rubber boots for safety	pair	2
Nothing Follows		

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Annex "C"

DETAILED COST OF JANITORIAL SERVICES FOR MAIN AND EXTENSION OFFICES

Regional	NCR
City/Province	Metro-Manila
Wage Order Nos. /Effectivity Date	#20/June 2, 2016
Basic Wage	481.00
COLA	10.00
CTPA	-
SEA	-
Daily Rate	491.00
Working days/Week/Hour (6 days/week @ 8 hours/day)	ibid
No. of days per year	313 days
A. Amount to Janitor	
1.1 Monthly Basic Wage (Basic Wage*313/12)	12,546.08
1.2 13th Month Pay	1,045.51
1.3 Five Days Incentive Leave (BW+Cola*5/12)	204.58
1.4 COLA (COLA*313/12)	260.83
1.5 CTPA (CTPA*313/12)	
Total Amount Directly to Janitor	14,057.01
Computation for SSS Contribution (MBW + Incentive Leave + Allowances ONLY)	13,011.50
B. Amount to Government in favor of Janitor	
2.1 SSS Premium (Employer's Share)	957.70
2.2 Philhealth Premium	150.00
2.3 ECC	10.00
2.4 Pag-ibig Premium	100.00
Total Amount to Gov't in favor of Janitor	1,217.70
C. Total Amount per Janitor (A+B)	15,274.71
D. Administrative Cost (___ % of C)*	
(Supplies, Depreciation of Equipment & Profit Margin)	
E. Total Monthly Cost (C+D) excluding VAT	
F. VAT-12% of E	
G. Total Monthly Cost per Janitor (E+F)	
H. Number of Janitors	
	21
I. Monthly Contract Cost (GxH)	
	-
J. Annual Contract Cost (I x 12 months)	
	-
Grand Total Contract Price:	
Php _____	

*Note: The Agency Fee/Administrative Cost shall not be less than ten (10%) percent pursuant to the latest DOLE Department Order No. 174 series of 2017. Further, any wage adjustment shall be made only after the award of the contract to the winning bidder.

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LOT B

Annex "A"

Procurement of Lot B
Janitorial Services for the Office of the Department Manager and Branch Offices in Luzon

Supplies, Tools and Equipment

Particulars		Unit	REGION I										REGION II										REGION III										REGION IV-A									
			CAR					ILOCOS NORTE					CAGAYAN VALLEY					CENTRAL LUZON					CALABARZON																			
			Kalinga	Benguet	Mt. Province	Ilocos Norte	Ilocos Sur	Pangasinan	La Union	Isabela	Cagayan	N. Viscaya	Aurora	Bataan	Nueva Ecija	Pampanga	Bulacan	Tarlac	Zambales	Batangas	Cavite	Laguna	Quezon	Rizal																		
A1. Quarterly Supplies: Delivery shall be every first five (5) WDs prior to the start of the quarter.			C	A	C	B	C	A	B	A	B	C	A	A	A	A	A	A	A	A	A	A	A	A																		
Air Freshener Aerosol (320ml.)	can	Quantity	3	6	3	3	3	6	3	6	6	3	3	6	6	6	6	6	6	6	6	6	6																			
Cleaner Scouring Powder	kg.	Quantity	3	6	3	3	3	6	3	6	6	3	3	6	6	6	6	6	6	6	6	6	6																			
Carpet shampoo	gal	Quantity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0																			
Carpet stain remover	gal	Quantity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0																			
Disinfectant	gal	Quantity	3	6	3	3	3	6	3	6	6	3	3	6	6	6	6	6	6	6	6	6	6																			
Glass Cleaner, concentrated	gal	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Insecticide (Aerosol Type)	can	Quantity	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3																			
Liquid Hand Soap	gal.	Quantity	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2																			
Mop, cotton twisted	piece	Quantity	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6																			
Muriatic Acid	gal.	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Plastic Trash Bag (eco Green) M	piece	Quantity	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75																			
Plastic Trash Bag (eco Green) S	piece	Quantity	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75																			
Plastic Trash Bag (eco green) XL	piece	Quantity	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75																			
Round Rags	kg	Quantity	1	2	1	1	1	2	1	2	2	1	1	2	2	2	2	2	2	2	2	2	2																			
Rubberized Hand Gloves	pair	Quantity	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6																			
Emulsion wax	gal	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Bleach (Zonrox)	gal	Quantity	2	4	2	2	2	4	2	4	4	2	2	4	4	4	4	4	4	4	4	4	4																			
Wax stripping	gal	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Steel wool	reams	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Scrubbing Pad	piece	Quantity	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6																			
Urinal Bowl Cleaning Agent	gal	Quantity	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2																			
A2. Semi-Annually Supplies: Delivery shall be every first five (5) WDs prior to the start of the semester.																																										
Broom Stick	piece	Quantity	2	3	2	2	2	3	2	3	3	2	3	3	3	3	3	3	3	3	3	3	3																			
Ceiling Broom	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Dipper	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Door Mat (Rubber)	piece	Quantity	6	12	6	6	6	12	6	12	12	6	6	12	12	12	12	12	12	12	12	12	12																			
Glass cleaner squeegee	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Hand plastic spray bottle	piece	Quantity	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2																			
Mop handle, 5 ft.	piece	Quantity	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3																			
Plastic dustpan with cover lid	piece	Quantity	1	2	1	1	1	2	1	1	1	2	2	1	2	2	2	2	2	2	2	2	2																			
Polishing Pad, 16"	piece	Quantity	2	3	2	2	2	3	2	3	3	2	2	3	3	3	3	3	3	3	3	3	3																			
Stripping Pad, 16"	piece	Quantity	2	3	2	2	2	3	2	3	3	2	2	3	3	3	3	3	3	3	3	3	3																			
Plastic pail with lid cover (gallon capacity)	piece	Quantity	2	2	2	2	2	3	2	3	3	2	2	3	3	3	3	3	3	3	3	3	3																			
Spauls 2"	piece	Quantity	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2																			
A3. Janitorial Tools and Equipment: Delivery shall be within seven (7) days upon receipt of NTP.																																										
Maintenance cleaning sign board	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Mop bucket with squeezer	unit	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Wet Floor Sign	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Heavy Duty Floor Polisher (16" diameter)	unit	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Vacuum cleaner-Wet & Dry	unit	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Two Plastic Trash Bins (Bio and Non biodegradable 120 liters)	set	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Personal Safety:																																										
Rain coat	piece	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			
Rubber boots for safety	pair	Quantity	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1																			

REGION IV-B										REGION V										Total Quantity																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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Occidental Mindoro C Quantity	Oriental Mindoro A Quantity	Palawan A Quantity	Romblon C Quantity	Marinduque B Quantity	Albay A Quantity	Catanduanes C Quantity	Camarines Norte B Quantity	Camarines Sur A Quantity	Masbate C Quantity	Sorsogon B Quantity																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					

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PROCUREMENT OF LOT B JANITORIAL SERVICES FOR ODM AND BRANCH OFFICES IN LUZON

DETAILED COST OF JANITORIAL SERVICES FOR LUZON

Regional	CAR			REGION I					REGION II			REGION III					
	Cordillera Administrative Region			ILOCOS REGION					CAGAYAN VALLEY			CENTRAL LUZON					
City/Province	Kalinga	Benguet	Mt. Province	Ilocos Norte	Ilocos Sur	Pangasinan	La Union	Isabela	Nueva Viscaya	Cagayan	Bataan	Nueva Ecija	Pampanga	Bulacan	Tarlac	Zambales	Aurora
Branch Category	C	A	C	B	C	A	A	A	B	A	A	A	A	A	A	A	C
Wage Order Nos./Effectivity Date	#17/June 29, 2015			#18/Oct. 02, 2016					#17/May 14, 2016			#19/January 1, 2016					
Basic Wage	265.00	285.00	265.00	280.00	280.00	280.00	280.00	300.00	300.00	300.00	364.00	364.00	364.00	364.00	364.00	364.00	313.00
COLA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CTPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SFA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Daily Rate	265.00	285.00	265.00	280.00	280.00	280.00	280.00	300.00	300.00	300.00	364.00	364.00	364.00	364.00	364.00	364.00	313.00
Working days/Week/Hour (6 days/ week @ 8 hours/day)	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid
No. of days per year	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days
A. Amount to Janitor																	
1.1 Monthly Basic Wage (Basic Wage*313/12)	6,912.08	7,433.75	6,912.08	7,303.33	7,303.33	7,303.33	7,303.33	7,825.00	7,825.00	7,825.00	9,494.33	9,494.33	9,494.33	9,494.33	9,494.33	9,494.33	8,164.08
1.2 13th Month Pay	576.01	619.48	576.01	608.61	608.61	608.61	608.61	652.08	652.08	652.08	791.19	791.19	791.19	791.19	791.19	791.19	680.34
1.3 Five Days Incentive Leave (BW+Cola*5/12)	110.42	118.75	110.42	116.67	116.67	116.67	116.67	125.00	125.00	125.00	151.67	151.67	151.67	151.67	151.67	151.67	130.42
1.4 COLA (COLA*313/12)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.5 CTPA (CTPA*313/12)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Amount Directly to Janitor	7,598.51	8,171.98	7,598.51	8,028.61	8,028.61	8,028.61	8,028.61	8,602.08	8,602.08	8,602.08	10,437.19	10,437.19	10,437.19	10,437.19	10,437.19	10,437.19	8,974.84
Computation for SSS Contribution (NBW + Incentive Leave + Allowances ONLY)	7,022.50	7,552.50	7,022.50	7,420.00	7,420.00	7,420.00	7,420.00	7,950.00	7,950.00	7,950.00	9,646.00	9,646.00	9,646.00	9,646.00	9,646.00	9,646.00	8,294.50
B. Amount to Government in favor of Janitor																	
2.1 SSS Premium (Employer's Share)	515.70	589.30	515.70	552.50	552.50	552.50	552.50	589.30	598.30	598.30	699.80	699.80	699.80	699.80	699.80	699.80	626.20
2.2 Philhealth Premium	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	112.50	112.50	112.50	112.50	112.50	112.50	100.00
2.3 ECC	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
2.4 Pag-Ibig Premium	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Total Amount to Gov't in favor of Janitor	725.70	799.30	725.70	762.50	762.50	762.50	762.50	799.30	808.30	808.30	922.30	922.30	922.30	922.30	922.30	922.30	836.20
C. Total Amount per Janitor (A+B)	8,324.21	8,971.28	8,324.21	8,791.11	8,791.11	8,791.11	8,791.11	9,401.38	9,410.38	9,410.38	11,359.49	11,359.49	11,359.49	11,359.49	11,359.49	11,359.49	9,811.04
D. Administrative Cost (% of C)*																	
(Supplies, Depreciation of Equipment & Profit Margin)																	
E. Total Monthly Cost (C+D) excluding VAT																	
F. VAT-12% of E																	
G. Total Monthly Cost per Janitor (E+F)																	
H. Number of Janitors	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
I. Monthly Contract Cost (GxH)																	
J. Annual Contract Cost (I x 12 months)																	

*Note: The Agency Fee/Administrative Cost shall not be less than ten (10%) percent pursuant to the latest DOLE Department Order No. 174 series of 2017. Further, any increase or adjustment in the salaries or statutory benefits shall be made only after the award of the contract to the winning bidder.

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REGION IV-A					REGION IV-B					REGION V					Total
CALABARZON					MIMAROPA					BICOL REGION					
Barangas	Cavite	Laguna	Quezon	Rizal	Oriental Mindoro	Occidental Mindoro	Palawan	Romblon	Marinduque	Albay	Catanduanes	Camarines Norte	Camarines Sur	Sorsogon	
A	A	A	A	A	A	C	A	C	B	A	C	B	A	B	C
356.50	351.50	378.50	296.00	378.50	285.00	285.00	285.00	285.00	285.00	265.00	265.00	265.00	265.00	265.00	265.00
	#/V-A-17b-July 1, 2016					#7/July 3, 2015					#17/Dec. 25, 2015				
356.50	351.50	378.50	296.00	378.50	285.00	285.00	285.00	285.00	285.00	265.00	265.00	265.00	265.00	265.00	265.00
356.50	351.50	378.50	296.00	378.50	285.00	285.00	285.00	285.00	285.00	265.00	265.00	265.00	265.00	265.00	265.00
ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid
313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days
9,298.71	9,168.29	9,872.54	7,720.67	9,872.54	7,433.75	7,433.75	7,433.75	7,433.75	7,433.75	6,912.08	6,912.08	6,912.08	6,912.08	6,912.08	6,912.08
774.89	764.02	822.71	643.39	822.71	619.48	619.48	619.48	619.48	619.48	576.01	576.01	576.01	576.01	576.01	576.01
148.54	146.46	157.71	123.33	157.71	118.75	118.75	118.75	118.75	118.75	110.42	110.42	110.42	110.42	110.42	110.42
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10,222.14	10,078.77	10,852.96	8,487.39	10,852.96	8,171.98	8,171.98	8,171.98	8,171.98	8,171.98	7,598.51	7,598.51	7,598.51	7,598.51	7,598.51	7,598.51
9,447.25	9,314.75	10,030.25	7,844.00	10,030.25	7,552.50	7,552.50	7,552.50	7,552.50	7,552.50	7,022.50	7,022.50	7,022.50	7,022.50	7,022.50	7,022.50
699.80	699.80	736.70	589.30	736.70	552.50	552.50	552.50	552.50	552.50	515.70	515.70	515.70	515.70	515.70	515.70
112.00	100.00	112.50	100.00	112.50	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
921.80	909.80	959.20	799.30	959.20	762.50	762.50	762.50	762.50	762.50	725.70	725.70	725.70	725.70	725.70	725.70
11,143.94	10,988.57	11,812.16	9,286.69	11,812.16	8,934.48	8,934.48	8,934.48	8,934.48	8,934.48	8,324.21	8,324.21	8,324.21	8,324.21	8,324.21	8,324.21
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

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LOT C

Annex 'A'

Procurement of Lot C
Janitorial Services for the Office of the Department Manager and Branch Offices in Visayas

Supplies, Tools and Equipment

Particulars	Unit	REGION VI WESTERN VISAYAS										REGION VII CENTRAL VISAYAS					REGION VIII EASTERN VISAYAS					Visayas ODM	Total Quantity
		Iloilo	Negros Occidental	Capiz	Antique	Aklan	Cebu	Bohol	Negros Oriental	Biliran	Leyte		N. Samar	S. Leyte	W. Samar								
											A	B											
A1. Quarterly Supplies: Delivery shall be every first five (5) WDs prior to the start of the quarter.		Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity	Quantity		
Air Freshener Aerosol (320ml)	can	6	6	3	3	3	6	6	6	6	6	6	3	3	3	6	6	6	6	6	66		
Cleaner Scouring Powder	kg.	6	6	0	3	3	6	6	6	6	6	6	3	3	3	6	6	6	6	6	66		
Carpet Shampoo	gal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3		
Carpet stain remover	gal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3		
Disinfectant	gal	6	6	3	3	3	6	6	6	6	6	6	3	3	3	6	6	6	6	66	66		
Glass Cleaner, concentrated	gal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Insecticide (Aerosol Type)	can	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	42	42		
Liquid Hand Soap	gal.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Mop, cotton twisted	piece	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	84	84		
Muriatic Acid	gal.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Plastic Trash Bag (eco Green) M	piece	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	1050	1050		
Plastic Trash Bag (eco Green) S	piece	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	1050	1050		
Plastic Trash Bag (eco green) XL	piece	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	1050	1050		
Round Rags	kg	2	2	1	1	1	2	2	2	2	2	2	1	1	1	2	2	2	2	22	22		
Rubberized Hand Gloves	pair	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	84	84		
Emulsion wax	gal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Bleach (Zonox)	gal	4	4	2	2	2	4	4	4	4	4	4	4	4	4	4	4	4	4	44	44		
Wax stripping	reams	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Steel wool	reams	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Scrubbing Pad	piece	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	84	84		
Urinal Bowl Cleaning Agent	gal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
A2. Semi-Annually Supplies: Delivery shall be every first five (5) WDs prior to the start of the semester.																							
Broom Stick	piece	3	3	2	2	2	3	3	3	2	3	2	2	2	2	3	3	3	3	36	36		
Ceiling Broom	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Dipper	piece	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	28	28		
Door Mat (Rubber)	piece	12	12	6	6	6	12	12	12	6	12	6	6	6	6	12	12	12	12	132	132		
Glass cleaner, squeegee	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Hand plastic spray bottle	piece	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	28	28		
Mop handle, 5 ft.	piece	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	42	42		
Plastic dustpan with cover lid	piece	2	2	1	1	1	2	2	2	2	2	2	1	1	1	2	2	2	2	32	32		
Polishing Pad, 16"	piece	3	3	3	2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	36	36		
Buffing Pad, 16"	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Stripping Pad, 16"	piece	3	3	2	2	2	3	3	3	2	3	2	2	2	2	3	3	3	3	36	36		
Plastic pail with lid cover (gallon capacity)	piece	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	28	28		
Spatula 2"	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
A3. Janitorial Tools and Equipment: Delivery shall be within seven (7) days upon receipt of NTP.																							
Maintenance cleaning sign board	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Mop bucket with squeezer	unit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Wet Floor Sign	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Heavy Duty Floor Polisher (16" diameter)	unit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Vacuum cleaner-Wet & Dry	unit	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Two Plastic Trash Bins (Bio and Non biodegradable 120 liters)	set	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Personal Safety:																							
Rain coat	piece	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		
Rubber boots for safety	pair	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14	14		

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Annex "B"

Procurement of Lot C: Janitorial Services for ODM and Branch Offices in Visayas
Detailed Cost of Janitorial Services for Visayas Areas

Regional	REGION VI										REGION VII						REGION VIII						REGION VII		TOTAL AMOUNT
	WESTERN VISAYAS										CENTRAL VISAYAS						EASTERN VISAYAS						Visayas		
	City/Province	Iloilo	Antique	Negros Occidental	Capiz	Aklan	Cebu	Bohol	Negros Oriental	Biliran	Leyte	N. Samar	W. Samar	S. Leyte	ODM										
Branch Category	A	B	A	B	A	A	A	A	B	A	B	A	B	A											
Wage Order Nos. /Effectivity Date	#22/May 2, 2015										#19/Oct. 10, 2015						#18/Mar. 30, 2015						#19/Oct. 10, 2015		
Basic Wage	298.50	298.50	298.50	298.50	298.50	353.00	310.00	310.00	253.00	253.00	253.00	253.00	253.00	253.00	353.00										
COLA	-	-	-	-	-	-	-	-	7.00	7.00	7.00	7.00	7.00	7.00	-										
CTPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-										
SEA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-										
Daily Rate	298.50	298.50	298.50	298.50	298.50	353.00	310.00	310.00	260.00	260.00	260.00	260.00	260.00	260.00	353.00										
Working days/Week/Hour (6	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid	ibid										
No. of days per year	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days	313 days										
A. Amount to Janitor																									
1.1 Monthly Basic Wage (Basic W4	7,785.88	7,785.88	7,785.88	7,785.88	7,785.88	9,207.42	8,085.83	8,085.83	6,599.08	6,599.08	6,599.08	6,599.08	6,599.08	6,599.08	9,207.42										
1.2 13th Month Pay	648.82	648.82	648.82	648.82	648.82	767.28	673.82	673.82	549.92	549.92	549.92	549.92	549.92	549.92	767.28										
1.3 Five Days Incentive Leave (BW	124.38	124.38	124.38	124.38	124.38	147.08	129.17	129.17	108.33	108.33	108.33	108.33	108.33	108.33	147.08										
1.4 COLA (COLA*313/12)	-	-	-	-	-	-	-	-	182.58	182.58	182.58	182.58	182.58	182.58	1,716.04										
1.5 CTPA (CTPA*313/12)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	912.92										
Total Amount Directly to Jani	8,559.07	8,559.07	8,559.07	8,559.07	8,559.07	10,121.78	8,888.82	8,888.82	7,439.92	7,439.92	7,439.92	7,439.92	7,439.92	7,439.92	10,121.78										
Computation for SSS															-										
Contribution (MBW +															118,016.19										
Incentive Leave + Allowances																									
ONLY)	7,910.25	7,910.25	7,910.25	7,910.25	7,910.25	9,354.50	8,215.00	8,215.00	6,890.00	6,890.00	6,890.00	6,890.00	6,890.00	6,890.00	9,354.50										
B. Amount to Government in favor of Janitor															109,140.25										
2.1 SSS Premium (Employer's Sha	589.30	589.30	589.30	589.30	589.30	699.80	589.30	589.30	515.70	515.70	515.70	515.70	515.70	515.70	699.80										
2.2 Philhealth Premium	100.00	100.00	100.00	100.00	100.00	112.50	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	112.50										
2.3 ECC	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	1,425.00										
2.4 Pag-ibig Premium	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,400.00										
Total Amount to Gov't in favo	799.30	799.30	799.30	799.30	799.30	922.30	799.30	799.30	725.70	725.70	725.70	725.70	725.70	725.70	922.30										
C. Total Amount per Janitor (A+B)	9,358.37	9,358.37	9,358.37	9,358.37	9,358.37	11,044.08	9,688.12	9,688.12	8,165.62	8,165.62	8,165.62	8,165.62	8,165.62	8,165.62	11,044.08										
D. Administrative Cost (_____ % of C)*															129,084.39										
(Supplies, Depreciation of Equipment & P																									
E. Total Monthly Cost (C+D) excluding VAT																									
F. VAT-12% of E																									
G. Total Monthly Cost per Janitor (E+F)																									
H. Number of Janitors	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14										
I. Monthly Contract Cost (GxH)																									
J. Annual Contract Cost (I x 12 months)																									

*Note: The Agency Fee/Administrative Cost shall not be less than ten (10%) percent pursuant to the latest DOLE Department Order No. 174 series of 2017. Further, any increase or adjustment in the salaries or statutory benefits shall be made only after the award of the contract to the winning bidder.

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LOT D

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