



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 REGIONAL STATISTICAL SERVICES OFFICE – DAVAO REGION

REGIONAL OFFICE BIDS AND AWARDS COMMITTEE

Invitation to Bid No. 2022-2

Supplemental Bid Bulletin No. 1

14 February 2022

Modification on the Procurement of Janitorial Services for PSA Field Statistical Services Office – Davao Region

This Supplemental Bid Bulletin No. 1 is issued for modification of some provisions of the Bidding Documents for the Procurement of Janitorial Services for PSA Field Statistical Services Office – Davao Region based from issues and concerns raised during the Pre-Bid Conference that was conducted on 11 February 2022. The modifications provided in this bulletin shall serve as amendments of the Bidding Documents and form as an integral part of the aforementioned documents, to wit:

No.	Source	Original Statement/Query	Modification/Clarification/Addendum
1	Computation of the Approved Budget for the Contract, an inquiry during Pre-Bid Conference	On the Overtime payment, is the 25 percent computation being applied?	Clarification: Overtime payment is computed based on the paid days times the applicable factor rate of overtime in accordance to regular days (125%).
2	Computation of the Approved Budget for the Contract, an inquiry during Pre-Bid Conference	On PhilHealth contribution, the computed contribution is as follows: <ul style="list-style-type: none"> • Php 10,000 below - the minimum contribution is Php 150.00 • Php 10,000 and above – the contribution is three percent (3%) 	Clarification: Adoption of Premium PhilHealth Contribution as per Philhealth Circular 2020-005. Thus, the contribution for the employer is Php 150.00.



REGIONAL OFFICE BIDS AND AWARDS COMMITTEE: SUPPLEMENTAL BID BULLETIN NO. 1

3	Inquiry during Pre-Bid Conference	For Administrative fee, will they not be disqualified if they will not follow the 20%?	<p>Clarification:</p> <p>The Procuring Entity would like to ensure that the amount directly paid to the janitor are followed such as: basic pay, including service incentive leave, overtime pay, 13th month pay, and other mandatory social welfare benefits.</p> <p>Also as per Section 31.1 of the 2016 Revised IRR:</p> <p><i>The ABC shall be upper limit or ceiling for acceptable bid prices. If a bid price, as evaluated and calculated in accordance with this IRR, is higher than the ABC, the bidder submitting the same shall be automatically disqualified. There shall be no lower limit or floor on the amount of the award.</i></p>
4	Bidding Documents, Section VII. Technical Specifications, page 29, and inquiry during Pre-Bid Conference	Are the janitorial supplies not included in the technical specifications?	<p>Clarification:</p> <p>Only the janitorial services are herein included, purely labor services.</p>
5	Invitation to Bid, page 7, and inquiry during Pre-Bid Conference	How much is the bidding documents?	<p>Clarification:</p> <p>A complete set of Bidding Documents may be acquired by interested Bidders on 3 February 2022 and onwards prior to the time of bid opening from the given address and website below upon payment of the applicable fee for the Bidding</p>



REGIONAL OFFICE BIDS AND AWARDS COMMITTEE: SUPPLEMENTAL BID BULLETIN NO. 1

		<p>Documents in the amount of ONE THOUSAND FIVE HUNDRED PESOS (Php 1,500.00), pursuant to the latest Guidelines issued by the GPPB, in the amount specified in item No. 1. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.</p>
<p>6 Bidding Documents, Section II. Bid Data Sheet, page 18, and inquiry during Pre-Bid Conference</p>	<p>Is three years being the required period for the Certificate of Compliance from SSS, PhilHealth and Pag-IBIG?</p>	<p>Clarification: Yes, three years requirement will be adopted.</p>
<p>7 Bidding Documents, Section II. Bid Data Sheet, page 18, and inquiry during Pre-Bid Conference</p>	<p>Are the Certificate of Compliance from SSS, PhilHealth and Pag-IBIG to be submitted during Bid Opening or Post qualification?</p>	<p>Clarification: These are additional requirements to be submitted during the Post Qualification: The latest income and business tax returns are those within the last six months preceding the date of bid submission. Other appropriate licenses, permits, documents/additional requirements to be submitted: 1. Certificate of Compliance from SSS, PhilHealth and Pag-IBIG for past three (3) years or thereafter</p>



REGIONAL OFFICE BIDS AND AWARDS COMMITTEE: SUPPLEMENTAL BID BULLETIN NO. 1

		<p>2. DOLE Certificate of Registration and Certificate of No Pending Case</p> <p>If in the event that there is pending case/s relative to the requirement above, detail of the case/s will be submitted</p> <p>3. Certified true copy of Value-Added Tax Registration Certificate by BIR as of 2021 or thereafter.</p> <p>4. Official Receipt with Approved Authority to Print issued by the BIR based from Revenue Regulations No. 18-2012</p>
<p>8 Bidding Documents, Section VIII, Checklist of Technical and Financial Documents, page 32, and inquiry during Pre-Bid Conference</p>	<p>Is it only the statement of on-going government and private contracts to be submitted during Bid Opening?</p>	<p>Clarification:</p> <p>During Bid Opening, the statement of all its on-going government and private contracts is only required.</p> <p>In the statement, it should indicate correct contact details and email address for the verification of the information to government and private agencies.</p>
<p>9 Bidding Documents, Section VIII, Checklist of Technical and Financial Documents, page</p>	<p>Does the PhilGEPs Certificate (containing all three pages) require that the uploaded documents are updated permits?</p>	<p>Clarification:</p> <p>As per revised Implementing Rules and Regulations of Republic Act 9184, in Section 8.5.2. All bidders shall upload and maintain in PhilGEPs a current and updated file of the following Class "A" eligibility documents under Sections</p>



REGIONAL OFFICE BIDS AND AWARDS COMMITTEE: SUPPLEMENTAL BID BULLETIN NO. 1

<p>32. and inquiry during Pre-Bid Conference</p>		<p>23.1(a) and 24.1(a): a) Registration Certificate; b) Mayor's/Business Permit or its Equivalent Document; c) Tax Clearance; d) Philippine Contractors Accreditation Board (PCAB) license and registration; and e) Audited Financial Statements.</p>
<p>10 Bidding Documents, Appendix 3, Bid Form for Janitorial Services for CY 2022, page 40</p>	<p>Original Format: 1. For Regular Janitor (Monthly Rate) – Six (6) days a week (Monday to Saturday)</p>	<p>Clarification: During Bid Opening, Appendix 2 and Appendix 3 are to be submitted by the prospective bidders as part of the Bid Form.</p> <p>Modification: 1. For Regular Janitor (Monthly Rate) – Five (5) days a week (Monday to Friday) at 10 hours</p>

APPENDIX “3”

Bid Form for Janitorial Services for CY 2022

Detailed Breakdown of Monthly Contract Rate per Janitor

1. For Regular Janitor (Monthly Rate) – Five (5) days a week (Monday to Friday) at 10 hours

Minimum Daily Wage per RTWPB Wage Order No. RBXI-20 effective August 16, 2018 DW = P 396.00 effective February 16, 2019 Work Duration: April 1, 2022 to December 31, 2022	
I. Wage and Wage-Related Benefits Basic Pay (DW x 312) / 12 13 th Month Pay (DW x 312)/12 /12 Service Incentive Leave Pay (DW x 5) /12 Overtime Pay Sub-total	P P P P P
II. Social Welfare Benefits Social Security Contribution State Insurance Fund Philhealth Premium Contribution Pag-IBIG Fund Contribution Sub-total	P P P P P
III. Total Contract Cost	
IV. Administrative Fee	
V. Value-Added Tax	
VI. Monthly Contract Rate (in words) _____ _____	(in figures) P _____

Name of Janitorial Service Contractor: _____
 Name of Representative: _____ Signature: _____
 Date: _____