



REPUBLIC OF THE PHILIPPINES  
Sandiganbayan  
Quezon City

APPROVED FOR POSTING

*A*  
MA. TERESA S. PABULAYAN  
Executive Clerk of Court IV

**BIDS AND AWARDS COMMITTEE**

*Tel. No. 951-4502/951-4587 Telefax or 951-4529*

**SUPPLEMENTAL/BID BULLETIN NO. JAN-01-2017**

August 22, 2017

Please be advised of the following clarifications / amendments to the Bidding Documents for the **Provision of Janitorial Manpower Services for One Year Only:**

**1) Page 35 - Section III. Bid Data Sheet**

12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within <u>three (3) years</u> prior to the deadline for the submission and receipt of bids.
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**2) Page 55 - Section VI. Schedule of Requirements**

<b>CLEANING EQUIPMENT/TOOLS ON A QUARTERLY BASIS</b> in good running condition:				12 months
▪ Mop handle				
▪ Toilet pump	10 pcs	10 pcs		
▪ Ceiling brooms	6 pcs	6 pcs		
▪ Cotton dusters	2 pcs	2 pcs		
▪ Scrapers	1 dozen	1 dozen		
▪ Dustpans	6 pcs	6 pcs		
▪ Hand gloves	10 pcs	10 pcs		
▪ Soft brooms	10 pcs	10 pcs		
▪ Stick brooms	10 pcs	10 pcs		
▪ Spray guns	10 pcs	10 pcs		
▪ Liquid soap dispensers	10 pcs	10 pcs		
▪ Toilet Bowl Brushes	24 pcs	24 pcs		
	10 pcs	10 pcs		

**3) Page 59 - Section VII. Technical Specifications**

<b>f. Quarterly cleaning equipment/tools</b> in good running condition:	
f.1. Mop handles, 10 pcs	
f.2. Toilet pumps, 6 pcs	
f.3. Ceiling brooms, 2 pcs	
f.4. Cotton dusters, 1 dozen	
f.5. Scrapers, 6 pcs	

	f.6. Dustpans, 10 pcs f.7. Hand gloves, 10 pcs f.8. Soft brooms, 10 pcs f.9. Stick brooms, 10 pcs f.10. Durable spray guns, 10 pcs f.11. Durable liquid soap dispensers, 24 pcs f.12. Toilet Bowl Brushes, 10 pcs	MA. TERESA S. PABULAYAN Executive Clerk of Court IV
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- 4) Additional Documentary Requirement to be attached with the Bid Form in the following format:

Price Schedule and Cost Breakdown

Provision of Janitorial Manpower Services for One Year Only

Item No.	Description			Total Price	
	No. of Days Work per Week	No. of Days per year	No. of Hours Work per Day	Daily Wage (DW)	
	6 days	313 days	8 hours	481.00	
	<b>Amount Directly to Janitor</b>				
	COLA				
	Average Pay per Month (DW x No. of Days per Year ÷ 12)				
	13 <sup>th</sup> month Pay (Average Pay per Month ÷ 12)				
	5 Days Service Incentive Pay (DW x 5 ÷ 12)				
<b>A.</b>	<b>TOTAL AMOUNT DIRECTLY TO JANITOR</b>				
	<b>Amount to Government in favor of Janitor</b>				
	SSS Premium				957.70
	PhilHealth Contribution				150.00
	ECC				10.00
	PAG-IBIG Fund				100.00
<b>B.</b>	<b>TOTAL AMOUNT TO GOVERNMENT IN FAVOR OF JANITOR</b>				<b>1,217.70</b>
<b>C.</b>	<b>TOTAL AMOUNT TO JANITOR AND GOVERNMENT (A+B)</b>				
<b>D.</b>	<b>AGENCY FEE ADMINISTRATIVE OVERHEAD AND PROFIT MARGIN (as per latest issued laws, orders, policies, etc., by Department of Labor and Employment (DOLE))</b>				
<b>E.</b>	<b>VALUE ADDED TAX (12%)</b>				
<b>F.</b>	<b>JANITORIAL SUPPLIES</b>				
<b>G.</b>	<b>TOTAL MINIMUM CONTRACT RATE FOR 8 HOURS (C+D+E)</b>				
<b>H.</b>	<b>GRAND TOTAL BID FOR TEN (10) JANITORS PER MONTH</b>				

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Name of Bidder/Agency: \_\_\_\_\_

*for* **MA. TERESA S. PABULAYAN**  
Executive Clerk of Court IV

Address/Telephone No.: \_\_\_\_\_

Duly Authorized Representative: \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name

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

This Supplemental/Bid Bulletin No. JAN-01-2017 is issued to modify or amend the Bidding Documents of the **Provision of Janitorial Manpower Services for One Year Only** in the amount of **Two Million Eight Hundred Thirty-Two Thousand Pesos (Php 2,832,000.00) Only, inclusive of Value Added Tax (VAT) (12%)**, and shall form an integral part of the Bidding Documents.

For the guidance and information of all concerned.

Prepared by:



**WINDSOR P. PAMORCA**

*Acting Head, Ad Hoc BAC Secretariat*

Approved:



**MA. TERESA S. PABULAYAN**

Executive Clerk of Court IV

*Chairperson, Bids and Award Committee*