



## **BID BULLETIN NO. 1** **PROCUREMENT OF SECURITY AND JANITORIAL SERVICES** **23 November 2021**

### **AGREEMENTS AND CLARIFICATIONS DURING THE PRE-BID CONFERENCE**

This Bid Bulletin is issued to supplement/ modify/amend the provisions contained in the bidding documents. This shall form as an integral part of the Bid Documents for Security and Janitorial Services.

No.	Issues raised	As amended / modified
<b>1</b>	Submission of valid PhilGEPS Registration Certificate and other documents regardless of Platinum Membership with PhilGEPS	During the Pre-Bid Conference it was agreed by the BAC that valid PhilGEPS Registration Certificate and other required documents shall be submitted by the prospective bidders regardless of their Platinum Membership with PhilGEPS.
<b>2</b>	Submission of bio-data for the six (6) security personnel	Submission will be done once the winning bidder has already been determined.
<b>3</b>	Virtual tour of the BLGF premises as a requirement for the security plan	To address the needs of the prospective bidders regarding the security plan, a virtual tour in the BLGF premises may be provided.
<b>4</b>	Whether or not to submit two (2) years Financial Statements	In order to thoroughly evaluate the financial status of the prospective bidder, the BAC required the submission of the two (2) years (CY 2019 and 2020) financial statements.
<b>5</b>	20% administrative fee pursuant to DOLE Department Order No. 150-16 ( <i>Revised Guidelines Governing the Employment and Working Conditions of Security Guards and other Private Security Personnel in the Private Security Industry</i> ) dated 09 February 2016; Zero (0.00) bid for mandatory government remittances	<b>Pertinent portion of GPPB NPM No. 120-2016 (2016-12-06) opined:</b> "as well as the case of <i>Philippine Sports Commission, et. al. vs. Dear John Services, Inc.</i> (G.R. No. 183260 dated 4 July 2012), we are of the opinion that Section 4 of DOLE DO No. 150-16, insofar as it imposes a minimum administrative fee of 20% of the total contract cost for Service Agreement for security services, likewise runs counter to the provision of Section 31 of Republic Act No. 9184 and its 2016 Revised Implementing

		Rules and Regulations.”
6	Whether or not the new PhilHealth rate of 3.5% will be used effective January 1, 2021	Philhealth Circular No. 2020-0005 provides for the guidelines on premium contribution. For the year 2022, 4% will be the effective rate. While its effectivity is deferred, 3.0% shall mean time be used.
7	Whether or not 393.80 days of work will be used for the computation	The 393.80 will be used for the computation. This is in consideration of the effectivity of Republic Act No. 10966 which provides that December 8 of every year is hereby declared a special nonworking holiday in the entire country.
8	Whether or not to follow PADPAO or DOLE Format/Rates (night differential)	<p><b>For Security Services –</b> GPPB Non-Policy Matter No. 017-2015 dated October 12, 2015, provides: “Thus, PEs can use PADPAO rates/format as reference in identifying the required items in security services but it shall ensure that items on standard salaries and benefits for the guards and the mandated taxes are included in the minimum cost distribution formula in compliance with existing labor laws and standards.”</p> <p><b>For Janitorial Services-</b></p> <p><b>Similar rule under the procurement of security service</b></p>
9	Number of copies of bid documents to be submitted	A complete set of Bidding Documents may be acquired by interested Bidders on the above-mentioned days and time from <b>November 10 to December 6, 2021</b> at the given address and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPBB, in the amount of <b>Php5,000.00</b> . <b>The prospective bidders should submit one (1) set original copy and two (2) sets of photocopies of bid documents.</b>
10	Approved Budget for the Contract (ABC) to be checked	In reference to the modification under Item No. 5, the ABC for the Security Services the amount of P1,920,000.00 is retained.
11	Vaccination status of the Security and Janitorial personnel	The BAC Secretariat has reminded the prospective bidders to submit the vaccination status of their personnel and were advised to secure a medical certificate and a negative COVID-19 swab test result or antigen test, if their personnel have manifested COVID-19 symptoms.

12	COA requested a copy of the Bid Bulletin to be issued	The BAC Chairperson has instructed the BAC Secretariat to provide the COA a copy of the Bid Bulletin to be issued.
13	Whether the GPPB or DOLE 10% admin fee will be implemented.	<p><b>Pertinent portion of GPPB NPM No. 120-2016 (2016-12-06) opined:</b></p> <p><b>Similar to the 10% administrative fee</b> imposed under Section 9(b)(ii) of DOLE DO No. 18-A, the 20% administrative fee provided for under Section 4 of DOLE DO No. 150-16 is also a percentage rate that has for its effect the fixing of a floor price on Service Agreements. xxx insofar as it imposes a minimum administrative fee of 20% of the total contract cost for Service Agreement for security services, likewise runs counter to the provision of Section 31 of Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations.</p>
14	Whether only the matrix or need to include copies of the completed and on-going contracts in the submission	The submission of matrix for the completed and on-going contracts by the prospective bidders will be enough.
15	Schedule of Opening of Bids	<p><b>The Opening of Bids will be on 06 December 2021 at 2:00 p.m.</b> at the <i>Bureau of Local Government Finance, 8th Flr., EDC Bldg., BSP Complex, Malate, Manila</i> and shall be done face to face for the BAC, TWG and BAC Secretariat.</p> <p>The representative of the prospective bidders who will be physically present during the bid opening were advised to secure a medical certificate and a negative COVID-19 swab test result to be able to enter the DOF and BSP premises. If the bidders choose to participate online during the bid opening, they will be provided with the Zoom or MS Team link.</p>

For further inquiries, interested bidders may coordinate and contact the **Bids and Awards Committee (BAC) Secretariat** at **telephone number 8522-8772**, mobile numbers **09179539679, 09273207184** and **09282707534** or e-mail **bacsecretariat@blgf.gov.ph**.

Please be guided accordingly.

  
**ATTY. FLOSIE F. FANLO-TAYAG, CESO IV**  
 Deputy Executive Director III  
 Chairperson, Bids and Awards Committee