

UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City

BID BULLETIN NO. 01


Bid Reference no.: UPB-BID2022-EPA2023-04

This *Bid Bulletin* for the Project *Procurement of Twelve (12) Month-Security Services* is issued to clarify, modify and/or amend the item in the Bidding Documents.

REFERENCE	AMENDMENT/ CHANGE/ CLARIFICATION
Philippine Bidding Documents Bid Reference No.: UPB-BID2022-EPA2023-04	Philippine Bidding Documents Bid Reference No.: UPB-BID2022-EPA2023-04
III. Bid Data Sheet Certification from DOLE of No Pending Case	Certification from DOLE of No Pending Case as of 31 August 2022
NTC Certificate of Registration (for telecommunication equipment)	NTC License to Operate Telecommunication Equipment
VII. Technical Specifications The Service Provider must have at least a 3-year track record and experience (past and present) in providing security services in at least two of the following: 1. Government Agencies 2. Academic Institutions 3. Malls and Department Stores 4. Commercial Banks	The Service Provider must have at least a 5-year track record and experience (past and present) in providing security services in at least two of the following: 1. Universities 2. Colleges 3. Government Agencies 4. Hospitals 5. other public or private entities
	Please refer to the attached Cost Distribution for the Security Services

Date of Issue: 27 October 2022


JOEL M. ADDAWE

BAC Chairperson 

Agency Estimate for Security Guards 1 January 2023-31 December 2023				1st shift 7:00AM-3:00PM	2nd Shift 3:00PM-11:00PM	3rd Shift 11:00PM-7:00AM	Single Posts 7:00AM-3:00PM	TOTAL
Cost Distribution				Daily Wage Rate				
MANDATORY FIELDS				400.00	400.00	400.00	400.00	
A	Estimated Equivalent Monthly Rate	EEMR (Factor=394.4 days)						
	1.1 Ordinary Working days		295					
	1.2 Regular Holidays	12 regular holidays x 200%	67.6					
	1.3 Restdays	52 rest days x 130%	24					
	1.4 Special Holidays	5 special days x 130%	7.8					
	Total for 12 months		394.4					
	Equivalent Monthly Rate	Total/12						
B	Night Shift Differential							
	2.1 Ordinary Working days	(Daily Wage x 10% x no. of hours/8 hours) x (297/12)						
	2.2 Regular Holidays	(Daily Wage x 10% x no. of hours/8 hours) x (24/12)						
	2.3 Rest days	(Daily Wage x 10% x no. of hours/8 hours) x (67.6/12)						
	2.4 Special Holidays	(Daily Wage x 10% x no. of hours/8 hours) x (5.2/12)						
	Total Equivalent Monthly Night Shift Differential Pay	Sum of 2.1 to 2.4						
C	Other Benefits							
	3.1 13th Month pay per month	(Daily Wage x 365/12)/12						
	3.2 5-day Service Incentive Leave per month	(Daily Wage x 5 days)/12						
	3.3 Uniform Allowance							
	3.4 Retirement Benefit	(Daily Wage x 22.5)/12. To be billed to UP Baguio if the SSC/PSA established a Retirement Plan and proof of deposit and payment to Retirement Trust Fund						
	Total Other Benefits	Sum of 3.1 to 3.4						
D	TOTAL MONTHLY AMOUNT DIRECTLY TO SECURITY GUARDS							
E	OTHER BENEFITS TO GOVERNMENT IN FAVOR OF SECURITY GUARD							
	4.1 SSS Premium-Employer Share*	to abide/ follow current SSS Premium Contribution Schedule						
	4.2 SSS EC-Employer Share							
	4.3 PHILHEALTH-Employer Share*	4.5% of Equivalent Monthly Rate/2						
	4.4 PAG-IBIG Employer Share							
	Total Other benefits to Government and NGO in Favor of Security Guard							
F	TOTAL AMOUNT TO SECURITY GUARD AND GOV'T	D + E						
G	Required number of guards			9	11	10	3	33
H	Monthly Payment per shift	FX G						0.00
I	Contract Period	12 months		12 months	12 months	12 months	12 months	
J	Total Amount per shift for 12 months	H x 12 months						0.00
K	Administrative Fee	J x _% (not less than 20% of J)						
L	12% VAT (Imposed on Administrative Fee only)	K x 12						
	Total Cost fo 33 guards for 01 January 2023 to 31 December 2023							
M		J + K + L						
N	Total cost for 33 guards per month	M/12						

* Subject to change if there are new issuances regarding the monthly contribution of employees

Prepared by:

Name of Authorized Representative:

Name of Company:

Date:
