

Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

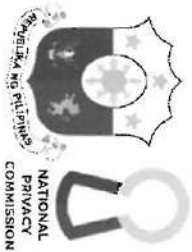
**SUPPLEMENTAL/BID BULLETIN NO. 2017-01 (JS)**

DATE : 23 August 2017

SUBJECT : Procurement of Janitorial Services for the National Privacy Commission (NPC)

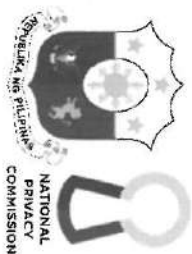
After considering the clarifications and recommendations made during the Pre-Bid Conference held on 22 August 2017 for the Procurement of Security Services for the National Privacy Commission (NPC), the Bids and Awards Committee (BAC) hereby issued this Supplemental/Bid Bulletin amending certain provisions in the Bidding Documents, to wit:

| ITEM                                   | PAGE NO.                | PARTICULARS  | CLARIFICATION | AMENDMENT  |
|--|-------------------------|--|---------------|--|
| 1) Deadline for the Submission of Bids | 8<br>44,<br>clause 21   | 01 September 2017 (Friday); 12:00 NN<br><br><i>Note: 01 September 2017 is a regular holiday (Eidul Adha)</i> |               | 04 September 2017 (Monday) 12:00 NN<br><br>NPC-Finance and Administrative Office, Level 3, Core G, GSIS Headquarters Building, Financial Center Area, Pasay City |
| 2) Opening of Bids                     | 8<br>44,<br>clause 24.1 | 01 September 2017 (Friday); 2:00 P.M.<br><br><i>Note: 01 September 2017 is a regular</i>                     |               | 04 September 2017 (Monday) 2:00 P.M.   |



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|   |                 |  |  |   |
|---|-----------------|--|--|---|
|   |                 | <i>holiday (Eidul Adha</i>                             |  | Level 3 Lobby, Core G, GSIS Headquarters Building, Financial Center Area, Pasay City  |
| 3) Bid Validity                         | 43, Clause 17.1 | Bids will be valid until 1 December 2017.              |  | Bids will be valid until <b>04 December 2017</b> .<br><i>Note: Bid validity is 90 days from the date of the opening of bids.</i>  |
| 4) Bid Security                         | 43, Clause 18.2 | The bid security shall be valid until 1 December 2017. |  | The bid security shall be valid until <b>04 December 2017</b> .<br><i>Note: Bid security is 90 days from the date of the opening of bids.</i>                                   |
| 5) Section VI. Schedule of Requirements | 65              |  | A question was raised on the basis and how the prospective bidders determine or quantify the sufficiency of the supplies, materials, tools and equipment for one (1) year. | Service Provider to re-align the quantity of materials and supplies should there be any shortage, subject to approval by the Chief, Administrative Services Division (ASD)-NPC. |



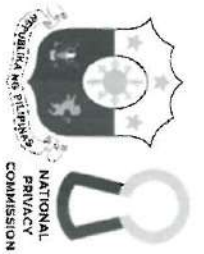
Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|   |    |  |   |  |
|---|----|--|---|--|
| 6) Section VI. Schedule of Requirements                   | 65 | (1) Carpet Shampoo – 5 gals  | Letter (1) should be deleted since it was repeated in letter (x).                         | (x) Carpet Shampoo – 48 gals should be provided by the Service Provider  |
| 7) Terms of Reference<br><br>Bid Price Schedule (Table A) | 68 | 3.2. Janitorial services shall be rendered eight (8)-hour work per day, five (5) days a week (Monday to Friday) in accordance with the scope of service/work, standards, approved janitorial plan and manpower compliment and deployment plan. |   | 3.2. Janitorial services shall be rendered eight (8)-hour work per day, five (5) days a week (Monday to Friday) <b>plus two (2) Saturdays (2<sup>nd</sup> and 4<sup>th</sup>) per month</b> in accordance with the scope of service/work, standards, approved janitorial plan and manpower compliment and deployment plan. |
| 8) Duties and Responsibilities of the Service Provider    | 70 | 6.6. The Service Provider shall comply with existing applicable  | Applicability/coverage of DOLE Department Order No. 150-16 is only for Security Services. | 6.6. The Service Provider shall comply with existing applicable labor laws, rules and regulations and warrant the  |



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|                            |          |  |   |  |
|----------------------------|----------|--|---|--|
|                            |          | labor laws, rules and regulations and warrant the payment of salaries and allowances to its personnel within legal rates provided under DOLE Department Order No. 150-16 |   | payment of salaries and allowances to its personnel within legal rates.  |
| 9) Bid Schedule            | Price 76 | Number of janitor/utility  | The number of janitor/utility to undertake the services to be procured needs to be indicated to provide a uniform baseline. | <b>At least three (3) janitors/utilities</b>   |
| 10) Bid Schedule (Table B) | Price 76 | Schedule of Salaries and Social Security Benefits for Janitors   | The Pag-IBIG contribution is Php100.00  | <i>Note to bidders: In case of conflict of the formulae and computations with the prevailing laws and rules, the latter shall prevail.</i> |





Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

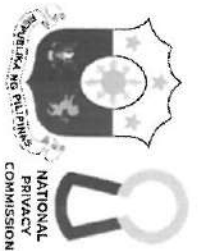
|                            |       |  |                        |   |
|----------------------------|-------|--|------------------------|---|
|                            |       | Item 8. Pag-IBIG contribution is Php250.92 |                        |   |
| 11) Bid Schedule (Table C) | Price | 77   | Schedule of Agency Fee | Cost/price of supplies, materials, tools and equipment  |
|                            |       |  |                        | Prospective bidders shall incorporate any figure that they deem appropriate consistent with law and approved ABC, including but not limited to the price of supplies, materials, tools and equipment. |

The foregoing shall form an integral part of the Bidding Documents for Procurement of Janitorial Services for the National Privacy Commission (NPC). Any provision inconsistent herewith is hereby amended and superseded accordingly.

For the information and guidance of all concerned.

  
**ATTY. REYNALDO L. FLORES**  
*Chief, Legal Division and*  
*Vice-BAC Chairman*





Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

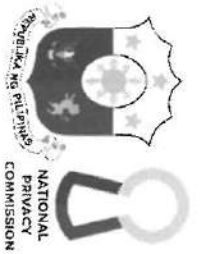
**SUPPLEMENTAL/BID BULLETIN NO. 2017-01 (JS)**

DATE : 23 August 2017

SUBJECT : **Procurement of Janitorial Services for the National Privacy Commission (NPC)**

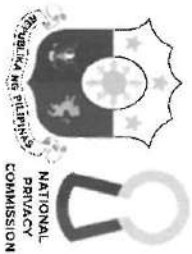
After considering the clarifications and recommendations made during the Pre-Bid Conference held on 22 August 2017 for the Procurement of Security Services for the National Privacy Commission (NPC), the Bids and Awards Committee (BAC) hereby issued this Supplemental/Bid Bulletin amending certain provisions in the Bidding Documents, to wit:

| ITEM                                   | PAGE NO.                | PARTICULARS  | CLARIFICATION | AMENDMENT   |
|--|-------------------------|--|---------------|---|
| 1) Deadline for the Submission of Bids | 8<br>44,<br>21          | 01 September 2017 (Friday); 12:00 NN<br><br><i>Note: 01 September 2017 is a regular holiday (Eidul Adha)</i> |               | <b>04 September 2017 (Monday) 12:00 NN</b><br><br>NPC-Finance and Administrative Office, Level 3, Core G, GSIS Headquarters Building, Financial Center Area, Pasay City |
| 2) Opening of Bids                     | 8<br>44,<br>clause 24.1 | 01 September 2017 (Friday); 2:00 P.M.<br><br><i>Note: 01 September 2017 is a regular</i>                     |               | <b>04 September 2017 (Monday) 2:00 P.M.</b>   |



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

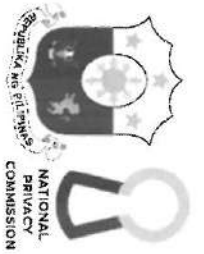
|   |                 |  |  |   |
|---|-----------------|--|--|---|
|   |                 | <i>holiday (Eidul Adha</i>                             |  | Level 3 Lobby, Core G, GSIS Headquarters Building, Financial Center Area, Pasay City  |
| 3) Bid Validity                         | 43, Clause 17.1 | Bids will be valid until 1 December 2017.              |  | Bids will be valid until <b>04 December 2017</b> .<br><i>Note: Bid validity is 90 days from the date of the opening of bids.</i>  |
| 4) Bid Security                         | 43, Clause 18.2 | The bid security shall be valid until 1 December 2017. |  | The bid security shall be valid until <b>04 December 2017</b> .<br><i>Note: Bid security is 90 days from the date of the opening of bids.</i>                                   |
| 5) Section VI. Schedule of Requirements | 65              |  | A question was raised on the basis and how the prospective bidders determine or quantify the sufficiency of the supplies, materials, tools and equipment for one (1) year. | Service Provider to re-align the quantity of materials and supplies should there be any shortage, subject to approval by the Chief, Administrative Services Division (ASD)-NPC. |



Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|   |    |  |   |  |
|---|----|--|---|--|
| 6) Section VI. Schedule of Requirements                   | 65 | (1) Carpet Shampoo – 5 gals  | Letter (1) should be deleted since it was repeated in letter (x).                         | (x) Carpet Shampoo – 48 gals should be provided by the Service Provider  |
| 7) Terms of Reference<br><br>Bid Price Schedule (Table A) | 68 | 3.2. Janitorial services shall be rendered eight (8)-hour work per day, five (5) days a week (Monday to Friday) in accordance with the scope of service/work, standards, approved janitorial plan and manpower compliment and deployment plan. |   | 3.2. Janitorial services shall be rendered eight (8)-hour work per day, five (5) days a week (Monday to Friday) <b>plus two (2) Saturdays (2<sup>nd</sup> and 4<sup>th</sup>) per month</b> in accordance with the scope of service/work, standards, approved janitorial plan and manpower compliment and deployment plan. |
| 8) Duties and Responsibilities of the Service Provider    | 70 | 6.6. The Service Provider shall comply with existing applicable  | Applicability/coverage of DOLE Department Order No. 150-16 is only for Security Services. | 6.6. The Service Provider shall comply with existing applicable labor laws, rules and regulations and warrant the  |





Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|                            |             |  |   |  |
|----------------------------|-------------|--|---|--|
|                            |             | labor laws, rules and regulations and warrant the payment of salaries and allowances to its personnel within legal rates provided under DOLE Department Order No. 150-16 |   | payment of salaries and allowances to its personnel within legal rates.  |
| 9) Bid Schedule            | Price<br>76 | Number of janitor/utility  | The number of janitor/utility to undertake the services to be procured needs to be indicated to provide a uniform baseline. | <b>At least three (3) janitors/utilities</b>   |
| 10) Bid Schedule (Table B) | Price<br>76 | Schedule of Salaries and Social Security Benefits for Janitors   | The Pag-IBIG contribution is Php100.00  | <i>Note to bidders: In case of conflict of the formulae and computations with the prevailing laws and rules, the latter shall prevail.</i> |




Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**

|                            |          |  |  |   |
|----------------------------|----------|--|--|---|
|                            |          | Item 8. Pag-IBIG contribution is Php250.92 |  |   |
| 11) Bid Schedule (Table C) | Price 77 | Schedule of Agency Fee                     | Cost/price of supplies, materials, tools and equipment | Prospective bidders shall incorporate any figure that they deem appropriate consistent with law and approved ABC, including but not limited to the price of supplies, materials, tools and equipment. |

The foregoing shall form an integral part of the Bidding Documents for Procurement of Janitorial Services for the National Privacy Commission (NPC). Any provision inconsistent herewith is hereby amended and superseded accordingly.

For the information and guidance of all concerned.

  
**ATTY. REYNALDO L. FLORES**  
*Chief, Legal Division and*  
*Vice-BAC Chairman*

