



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION  
BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL/BID BULLETIN NO. 003-2022

DATE : 22 November 2022

SUBJECT: Security Services

After considering the clarifications and recommendations made during the Pre-Bid Conference dated 18 November 2022 for this procurement, the National Privacy Commission – Bids and Awards Committee (NPC-BAC) hereby issues this Supplemental/Bid Bulletin clarifying provisions in the Bidding Documents, to wit:

CLARIFICATION/ QUESTION	ADDENDUM/AMENDMENT/ ANSWER
What is the total number of working days to be applied?	As provided in the Department of Labor and Employment 2022 Handbook on Workers' Statutory Monetary Benefits, the total number of work days of those who are required to work everyday, including Sundays or rest days, special days, and regular holidays is <b>394.4</b> .

Please see revised costing attached as Annex "A".

The foregoing shall form an integral part of the **Bidding Documents for Security Services** for the National Privacy Commission. Any provision inconsistent herewith is hereby amended and superseded accordingly.

For the information and guidance of all concerned.

**ATTY. MARIA THERESITA E. PATULA**

*Director IV, Legal and Enforcement Office*

*BAC Chairperson*

Ref No.: BAC-22-00682

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5<sup>th</sup> Floor, Philippine International Convention Center, Vicente Sotto Avenue, Pasay City, Metro Manila 1307

URL: <https://www.privacy.gov.ph> Email Add: [info@privacy.gov.ph](mailto:info@privacy.gov.ph) Tel No. 8234-2228

## SECURITY SERVICES COSTING

<b>A. PARTICULARS</b>		
Number of Guards:	8	
Basic Minimum Wage:	570	
Work Days per year	394.4	
<b>B. Amount Due to Guard</b>		
	Day Shift	Night Shift
New Daily Wage (DW)	570	570
Ave. Pay Month (DW x No. of days per year/12)	18,734.00	18,734.00
Night Differential Pay (DW x 10%)	-	1,873.40
13th Month Pay (DW x 365/12/12)	1,444.79	1,444.79
Five (5) days Incentive Pay (DW + COLA x 5/12)	237.50	237.50
Uniform Allowance (R.A 5487)	100.00	100.00
	<b>20,516.29</b>	<b>22,389.69</b>
<b>Amount Due to Government in favor of the Guard</b>		
Retirement Benefits (r.A 7641)(DW x 22.5/12)	1,068.75	1,068.75
SSS Premium (as of January 2021)	1,572.50	1,572.50
PhilHealth Contribution	843.03	843.03
State Insurance Fund	30.00	30.00
Pag-IBIG Fund	100.00	100.00
	<b>3,614.28</b>	<b>3,614.28</b>
<b>Total Amount to Guard &amp; to Government</b>	<b>24,130.57</b>	<b>26,003.97</b>
<b>C. Schedule of Agency Fee</b>		
Estimated Overhead Cost Charge to the Contract	2,000.00	2,000.00
Estimated Security Supplies and Materials Charge to the Contract	2,250.00	2,250.00
Estimated Profit Margin	1,890.00	1,890.00
	<b>6,140.00</b>	<b>6,140.00</b>
<b>D. VAT 12% (C x 12%)</b>	<b>736.80</b>	<b>736.80</b>
<b>Minimum Contract Rate (B+C+D)</b>	<b>31,007.37</b>	<b>32,880.77</b>
<b>No. of Guards</b>	7	1
<b>Sub-Total per shift per Month</b>	217,051.60	32,880.77
<b>Sub-Total per shift per Year</b>	<b>2,604,619.22</b>	<b>394,569.26</b>
		2,999,188.48
<b>TOTAL ESTIMATED CONTRACT COST FOR A PERIOD OF ONE YEAR</b>	<b>3,000,000.00</b>	