### AGREEMENT FOR THE 2014 JANITORIAL SERVICES **FOREIGN AFFAIRS** FOR THE DEPARTMENT 9

## KNOW ALL MEN BY THESE PRESENTS:

This Agreement for the 2014 Janitorial Services for the Department of Foreign Affairs (hereinafter, the AGREEMENT), entered into in Pasay City, Philipplines, on 1977 2010, between the:

Metro Manila, represented by its Undersecretary for Administration and Head of Procuring Entity (HOPE) HONORABLE LINGLINGAY F. DEPARTMENT OF FOREIGN AFFAIRS, (hereinafter, the PROCURING ENTITY), with principal office address at 2330 Roxas Blvd., Pasay City,

a sole proprietorship existing under and by virtue of the laws of the Republic of the Philippines, with office address at 6111 Albert St., Poblacion, Makati City, represented by MR. EDMUNDO C. MONTANES, Owner/President and General Manager, having the full power and authority to do, execute and perform any and all acts necessary to represent the CONTRACTOR, pursuant to the Certificate issued by the Department of Trade and Industry on 05 November 2009 and valid until 05 November 2014, a copy of which is attached and made an integral part of this AGREEMENT (Annex A). PHILCARE MANPOWER SERVICES (hereinafter, the CONTRACTOR),

### WITNESSETH:

WHEREAS, the PROCURING ENTITY invited bids for the 2014 Janitorial Services for the Department of Foreign Affairs, and has accepted a bid by the CONTRACTOR to provide said services in the sum of Forty-Eight Million Six Hundred Sixty-Four Thousand Ninety-Eight Pesos and Twelve cents (PHP) lawful charges. 48,664,098.12) only (hereinafter, the Contract Price), inclusive of value added tax (VAT) and other

a copy of which is attached to the Notice of Award in ANNEX "G", WHEREAS, this Agreement, undertaken pursuant to BAC Resolution No. 126-14 dated 24 April 2014, a copy of which is attached to the Notice of Award in ANNEX "G", complies with the applicable provisions of Republic Act 9184 and its Implementing Rules and Regulations

NOW, follows THEREFORE, for and in consideration of the foregoing premises, the **PARTIES** agree

- Government Procurement AGREEMENT. provided with the Philippine The definitions included in the General and Special Conditions of a Contract (GCC) Bidding Documents for Procurement of Goods issued by the Policy Board (GPPB) are deemed incorporated in this
- N The following documents are attached and made integral parts of this AGREEMENT

B - Bid Form and Bid Rate Sheet submitted by the CONTRACTOR

Technical Specifications and Scope of Work

Bid Bulletin Nos. 1 and

ANNEX ANNEX ANNEX ANNEX ANNEX ANNEX General Conditions of Contract

Special Conditions of Contract

Notice of Award dated 24 April 2014

Performance Security

လ

2014 to 30

April 2015.

7,4 For and

The CONTRACTOR shall provide services for a period of one (1) year or from 01 May

pay the in consideration of the performance of services, the PROCURING ENTITY shall CONTRACTOR the above-mentioned Contract Price. The terms of payment

shall be in accordance with the provisions of Sections 10 and 11 of the GCC, which is attached and made an integral part of this Agreement

IN WITNESS WHEREOF, the Parties through their authorized representatives hereto have signed this AGREEMENT on APR 3 0 2014 in Pasay City-Welto Manila.

DEPARTMENT OF FOREIGN AFFAIRS

and Head of the Procuring Entity Undersecretary for Administration HON. LINGLINGAY F. LACANLALE

> PHILCARE MANPOWER SERVICES

President/Qeneral Manager DMUNDO ဂ MONTANES

WITNESSES

Philcare Manpower Services S.Flojemon

ef Accountant

VAR E. ROSALES

## ACKNOWLEDGMENT

Republic of the Philippines)

BEFORE ME, a NOTARY PUBLIC for and in the City of Pasay, Philippines, on personally appeared HONORABLE LINGLINGAY F. LACANLALE, Undersecretary for Administration of the Department of Foreign Affairs and MR. EDMUNDO C. MONTANES, President and General Manager of Philcare Manpower Services, known to me to be the same persons who executed the foregoing AGREEMENT FOR THE 2014 JANITORIAL SERVICES, which instrument consists of

acknowledged to me that the same is their free and voluntary act and deed and of the entities they represent pages including the page on which this acknowledgement is written and the Annexes attached thereto, all pages of which have been signed by said PARTIES and their witnesses, and who

same bearing: The Philippine Passport / Philippine Government-Issued ID of the Parties were exhibited to me, the

	S e	NAME LINGLINGAY F. LACANLALE EDMUNDO C. MONTANES		PLACE OF ISSUE ISSUE  Manila  22 Oct. 2013  Quezon City  11 Nov. 2011	DATE OF ISSUE 22 Oct. 2013
		NAME	ID No.	PLACE OF	DATE
ID No. PLACE OF ISSUE		LINGLINGAY F. LACANLALE	Passport # DE0004246	Manila	22 Oct. 2
ID No.  E Passport # DE0004246  Drivers License				Quezon City	11Nov.2

and in the place above written IN WITNESS WHEREOF, . I have hereunto set my hand and affixed my notarial seal on the day, year

Book No. Series of 201 Page No.

ATTY. VIRGINIA IBP NO. 786\* MCLE COS 20 EXECUTIV 1. Cald 60 SG. CENTER 18 JAN 2, 2011 ESEBION-ALL MILLATIN Ç.

## AGREEMENT FOR THE 2014 JANITORIAL SERVICES FOR THE **FOREIGN AFFAIRS** DEPARTMENT OF

# KNOW ALL MEN BY THESE PRESENTS:

AGREEMENT), entered into in Pasay City, Philippines, on This Agreement for the 2014 Janitorial Services for the Department of Foreign Affairs (hereinafter, the AGREEMENT) entered into in Pasav City Philippines, on APR 3 0 2011 hetween the: , between the:

Metro Manila, represented by its Undersecretary for Administration and Head of Procuring Entity (HOPE) HONORABLE LINGLINGAY F LACANLALE. DEPARTMENT OF FOREIGN AFFAIRS, (hereinafter, the PROCURING

Department of Trade and Industry on 05 November 2009 and valid until 05 November 2014, a copy of which is attached and made an integral part of this AGREEMENT (Annex A). authority to do, execute and perform any and all acts necessary to represent the CONTRACTOR, pursuant to the Certificate issued by the Poblacion, Makati City, represented by MR. EDMUNDO C. MONTANES, Owner/President and General Manager, having the full power and a sole proprietorship existing under and by virtue of the laws of the Republic of the Philippines, with office address at 6111 Albert St., PHILCARE MANPOWER SERVICES (hereinafter, the CONTRACTOR),

### WITNESSETH:

WHEREAS, the PROCURING ENTITY invited bids for the 2014 Janitorial Services for the Department of Foreign Affairs, and has accepted a bid by the CONTRACTOR to provide said services in the sum of Forty-Eight Million Six Hundred Sixty-Four Thousand Ninety-Eight Pesos and Twelve cents (PHP) lawful charges. 48,664,098.12) only (hereinafter, the Contract Price), inclusive of value added tax (VAT) and

a copy of which is attached to the Notice of Award in ANNEX "G", WHEREAS, this Agreement, undertaken pursuant to BAC Resolution No. 126-14 dated 24 April 2014, provisions of Republic Act 9184 and its Implementing Rules and Regulations; complies with the applicable

follows NOW, THEREFORE, for and in consideration of the foregoing premises, the PARTIES agree

- The definitions included in the General and Special Conditions of a Contract (GCC) provided with the Philippine Bidding Documents for Procurement of Goods issued by the Government Procurement Policy Board (GPPB) are deemed incorporated in this
- N The following documents are attached and made integral parts of this AGREEMENT:
- B Bid Form and Bid Rate Sheet submitted by the CONTRACTOR C Technical Specifications and Scope of Work
- ANNEX ANNEX
- ANNEX D - Bid Bulletin Nos. 1 and 2 E - General Conditions of Co F - Special Conditions of Co General Conditions of Contract
- Special Conditions of Contrac
- ANNEX ANNEX ΙO Notice of Award dated 24 April 2014
- Performance Security
- ယ The CONTRACTOR shall provide services for a period of one (1) year or from 01 May 2014 to 30 April 2015.
- 4 pay For and in consideration of the performance of services, the PROCURING ENTITY shall pay the CONTRACTOR the above-mentioned Contract Price. The terms of payment

attached and made an integral part of this Agreement. shall be in accordance with the provisions of Sections 10 and 11 of the GCC, which is

IN WITNESS WHEREOF, the Parties through their authorized representatives hereto have signed this AGREEMENT on APR 30 200 in Pasay City, Metro Manila. in Pasay City, Metro Manila.

DEPARTMENT OF FOREIGN AFFAIRS

By: HON. LINGLINGAY F. LACANLALE
Undersecretary for Administration
and Head of the Procuring Entity

PHILCARE MANPOWER SERVICES

President/General Manager

WITNESSES

Leonila S. Flojemon
Philcare Manpower Services

ef Accountant

LVAR E. ROSALES

## **ACKNOWLEDGMENT**

Republic of the Philippines)
CITY OF MAKATI ) s.s

BEFORE ME, a NOTARY PUBLIC for and in the City of Massay, Philippines, on APR 3 0 2010 personally appeared HONORABLE LINGLINGAY F. LACANLALE, Undersecretary for Administration Manager of Philcare Manpower Services, known to me to be the same persons who executed the foregoing AGREEMENT FOR THE 2014 JANITORIAL SERVICES, which instrument consists of of the Department of Foreign Affairs and MR. EDMUNDO C. MONTANES, President and General APR သ (၅

acknowledged to me that the same is their free and voluntary act and deed and of the entities they represent. pages including the page on which this acknowledgement is written and the Annexes attached thereto, all pages of which have been signed by said PARTIES and their witnesses, and who

same bearing: The Philippine Passport / Philippine Government-Issued ID of the Parties were exhibited to me, the

11Nov.2011	Quezon City 11Nov.2011	Driver's License N21-76-000006	EDMUNDO C. MONTANES
22 Oct. 2013	Manila	Passport # DE0004246	LINGLINGAY F. LACANLALE Passport # DE0004246
DATE OF ISSUE	PLACE OF SISSUE	ID No.	NAME

and in the place above written IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day, year

Doc. No. 349
Page No. 455
Book No. 333
Series of 2014

ATTY. VIRGILLA R-BATÁLLA
NOTAN PUBLIC DA MAKATI CIYA
AGRADITA JULIA MAKATI CIYA
AGRADITA JULIA MAKATI CIYA
AGRADITA JULIA MAKATI CIYA
BUNCO ATTONAN AGRAB
MICLE COMPELANICO NO. MADOLEGES
BP NO. 706752, UPETRAS MEMBUH
PTR. NO. 4225505 JAN 2, 2014
SMECUTTH BLDG. CENTER

vared ave. con. Higher

### AGREEMENT FOR THE **2014 JANITORIAL SERVICES FOR THE** FOREIGN AFFAIRS DEPARTMENT 읶

## KNOW ALL MEN BY THESE PRESENTS:

AGREEMENT), entered into The Rasay Give Rhillppines, on This Agreement for the 2014 Janitorial Services for the Department of Foreign Affairs (hereinafter, the APR 3 0 201A \_, between the:

ENTITY), with principal office address at 2330 Roxas Blvd., Pasay City, Metro Manila, represented by its Undersecretary for Administration and Head of Procuring Entity (HOPE) HONORABLE LINGLINGAY F. DEPARTMENT OF FOREIGN AFFAIRS, LACANLALE (hereinafter, the PROCURING

and

Poblacion, Makati City, represented by MR. EDMUNDO C. MONTANES, Owner/President and General Manager, having the full power and authority to do, execute and perform any and all acts necessary to represent the CONTRACTOR, pursuant to the Certificate issued by the Department of Trade and Industry on 05 November 2009 and valid until 05 November 2014, a copy of which is attached and made an integral part of this AGREEMENT (Annex A). a sole proprietorship existing under and by virtue of the laws of the Republic of the Philippines, with office address at 6111 Albert St., PHILCARE MANPOWER SERVICES (hereinafter, the CONTRACTOR),

### WITNESSETH:

WHEREAS, the PROCURING ENTITY invited bids for the 2014 Janitorial Services for the Department of Foreign Affairs, and has accepted a bid by the CONTRACTOR to provide said services in the sum of Forty-Eight Million Six Hundred Sixty-Four Thousand Ninety-Eight Pesos and Twelve cents (PHP) lawful charges. 48,664,098.12) only (hereinafter, the Contract Price), inclusive of value added tax (VAT) and other

a copy of which is attached to the Notice of Award provisions of Republic Act 9184 and its Implementing Rules and Regulations WHEREAS, this Agreement, undertaken pursuant to BAC Resolution No. in ANNEX "G", complies 126-14 dated 24 with the applicable April 2014,

NOW, follows: THEREFORE, for and in consideration of the foregoing premises, the PARTIES agree as

- Government Procurement provided with the Philippine definitions included in the General and Special Conditions of a Contract (GCC) Bidding Documents Policy Board (GPI (GPPB) are for Procurement of Goods issued by the deemed incorporated 5
- Ŋ The following documents are attached and made integral parts of this AGREEMENT:
- Bid Form and Bid Rate Sheet submitted by the CONTRACTOR
- Technical Specifications and Scope of Work Bid Bulletin Nos. 1 and 2
- ANNEX B ANNEX C ANNEX C General Conditions of Contract
- Special Conditions of Contrac
- Notice of Award dated 24 April 2014
- Performance Security
- ယ The 2014 to CONTRACTOR shall provide services for a period of one (1) year or from 01 May 30 April 2015.
- 4 For and in consideration of the performance of services, the PROCURING ENTITY shall pay the CONTRACTOR the above-mentioned Contract Price. The terms of payment above-mentioned

shall be in accordance with the provisions of Sections 10 and 11 of the GCC, which is attached and made an integral part of this Agreement.

AGREEMENT on APR IN WITNESS WHEREOF, the Parties through their authorized representatives hereto have signed this AGREEMENT on <u>Αρρ ή βρατίστου</u>, in Pasay City, Metro Manila. 7 0 701a

CITY OF MAKATI

DEPARTMENT OF FOREIGN AFFAIRS

PHILCARE MANPOWER SERVICES

By: HON. LINGLINGAY F. LACANLALE
Undersecretary for Administration
and Head of the Procuring Entity

President/General Manager

WITNESSES

Leonila S.Flojemon
Philcare Manpower Services

ef Accountant

VAR E. ROSALES

## **ACKNOWLEDGMENT**

Republic of the Philippines)

CITY OF MAKATI

BEFORE ME, a NOTARY PUBLIC for and in the City of Pasay, Philippines, on APR 3.0 2016 personally appeared HONORABLE LINGLINGAY F. LACANLALE, Undersecretary for Administration foregoing Manager of Philcare Manpower Services, known to me to be the same persons who executed the foregoing AGREEMENT FOR THE 2014 JANITORIAL SERVICES, which instrument consists of of the Department of Foreign Affairs and MR. EDMUNDO C. MONTANES, President and General

acknowledged to me that the same is their free and voluntary act and deed and of the entities they represent. attached thereto, pages including the page on which this acknowledgement is written and the Annexes lereto, all pages of which have been signed by said PARTIES and their witnesses, and who

same bearing: The Philippine Passport / Philippine Government-Issued ID of the Parties were exhibited to me, the

<del></del>	EDMUNDO C. MONTANES Driver's	LINGLINGAY F. LACANLALE Passport # DE0004246	NAME
<del>- a  </del>	NES Driver's License	NLALE Passport # DE00042	ID No.
	nse Quezon City 11Nov.2011		PLACE OF ISSUE

and in the place above written IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day, year

Page No. 100 Book No. 100 Series of 2014

ATTY. VINGILIIO N. B. VALLA

NOTARY PUBLICATIONALATI CITY
APPOINTMENT NO. 483-48

MOLE COMPLIANCE NO. 19-00-1033

MOLE COMPLIANCE NO. 19-00-1033

MP NO. 768-32 THE TRIME MEMBERS
PYR. NO. 422-8504 JAN 2, 2014

EXECUTIVA BLOG. CENTER

MALIOTI ANE., COR., 11297-20

### AGRE EMENT FOR THE 2014 JANITORIAL SERVICES FOREIGN AFFAIRS FOR THE **DEPARTMENT OF**

# KNOW ALL MEN BY THESE PRESENTS:

This Agreement for the 2014 Janitorial Services for the Department of Foreign Affairs (hereinafter, the AGREEMENT), entered into hereisaly of hereinafter, the

ENTITY), with principal office address at 2330 Roxas Blvd., Pasay City, Metro Manila, represented by its Undersecretary for Administration and Head of Procuring Entity (HOPE) HONORABLE LINGLINGAY F. DEPARTMENT OF FOREIGN AFFAIRS, (hereinafter, the PROCURING LACANLALE

authority to do, execute and perform any and all acts necessary to represent the CONTRACTOR, pursuant to the Certificate issued by the Department of Trade and Industry on 05 November 2009 and valid until 05 November 2014, a copy of which is attached and made an integral part of this AGREEMENT (Annex A). Republic of the Philippines, with office address at 6111 Albert St., Poblacion, Makati City, represented by MR. EDMUNDO C. MONTANES, Owner/President and General Manager, having the full power and PHILCARE MANPOWER SERVICES (hereinafter, the CONTRACTOR), proprietorship existing under and by virtue of the laws of the

### WITNESSETH

of Foreign Affairs, and has accepted a bid by the CONTRACTOR to provide said services in the sum of Forty-Eight Million Six Hundred Sixty-Four Thousand Ninety-Eight Pesos and Twelve cents (PHP 48,664,098.12) only (hereinafter, the Contract Price), inclusive of value added tax (VAT) and other WHEREAS, the PROCURING ENTITY invited bids for the 2014 Janitorial Services for the Department

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  ANNEX E General Conditions of Contract ANNEX F Special Conditions of Contract ANNEX G Notice of Award dated 24 April 2014
  ANNEX H Performance Security

- ယ 2014 to The CONTRACTOR shall provide services for a period of one (1) year or from 01 May 30 April 2015.
- 4. For and in consideration of the performance of services, the PROCURING ENTITY shall pay the CONTRACTOR the above-mentioned Contract Price. The terms of payment

shall be in accordance with the provisions of Sections 10 and 11 of the GCC, which is attached and made an integral part of this Agreement.

IN WITNESS WHEREOF, the Parties through their authorized representatives hereto have signed this AGREEMENT on APK 3 10 2000 AGREEMENT APK 3 2000 AGR

DEPARTMENT OF FOREIGN AFFAIRS

By: HON. LINGLINGAY F. LACANLALE and Head of the Procuring Entity Undersecretary for Administration

PHILCARE MANPOWER SERVICES

resident/Gederal Manager MR. EDMUNDO C. MONTANES

WITNESSES

Philcare Manpower Services Leonil Flojemon

ef Accountant VAR E.

ROSALES

## ACKNOWLEDGMENT

Republiopf the Rhillippines) ) s.s.

BEFORE ME, a NOTARY PUBLIC for and in the City of Pasay, Philippines, on APR 3 0 2010 personally appeared HONORABLE LINGLINGAY F. LACANLALE, Undersecretary for Administration of the Department of Foreign Affairs and MR. EDMUNDO C. MONTANES, President and General Manager of Philcare Manpower Services, known to me to be the same persons who executed the foregoing AGREEMENT FOR THE 2014 JANITORIAL SERVICES, which instrument consists of

acknowledged to me that the same is their free and voluntary act and deed and of the entities they represent attached thereto, pages including the page on which this acknowledgement is written and the Annexes lereto, all pages of which have been signed by said PARTIES and their witnesses, and who

same bearing: The Philippine Passport / Philippine Government-Issued ID of the Parties were exhibited to me, the

11Nov.2011	Quezon City	N21-76-0000006 Quezon City 11Nov.2011	EDMUNDO C. MONTANES
22 Oct. 2013	Manila	Passport # DE0004246	m
DATE OF ISSUE	PLACE OF ISSUE	ID No.	NAME

and in the place above written IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day, year

Series of 2014 Book No Page No. Doc. No.

THE STATE OF SAME IBP NO. 706762 INCLE COM **新於於於** Pir. No. EXECUTIVE 14.14 2, 2014 







This certifies that

# 

## 6111 ALBERT ST POBLACION MAKATI CITY

is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry

This certificate issued to

# EDWINDO CABALERO NONTANES

compliance with the above-mentioned laws and all applicable laws of the Philippines, is valid from 5 November 2009 to 5 November 2014 subject to continuing unless voluntarily cancelled

In testimony whereof, I hereby sign this

## 

and issue the same on this 5 November 2009, in MAKATI CITY, Philippines.

Secretary, Department of Trade and Industry

This certificate is not a license to engage in any fund of business and valid only at mesplace indicated herein

THE 2502001

DOCUMENTARY Stamp Tax Paid Phile 15.09

PRES. 16 NERAL MANAGER

111 A L BERT ST. MAKATI
TEL. NO. 8 90 — 3537

PHILCARE MANAGER SERVICES

BILLALBURY SI MAKATI GITY
CERTIFIED TRUE JOINY OF THE DRIGINAL
BY

PMIS-MAKATIL MESICE MANAGER

DATE: MAR

MAR 28 2014

ERVICES

CITY/MUNICIPALITY OF REPUBLIC OF THE PHILIPPINES) 

#### AFFIDAVII

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**S** depose and state that: Poblacion, Makati City, after having been duly sworn in accordance with law, do hereby EDMUNDO C. MONTANES, of legal age, married, Filipino, and residing at 6111 Albert

- Albert St., Poblacion, Makati City; am the sole proprietor of Philcare Manpower Services with office address 6111
- N authority to do, execute As the owner and sole proprietor of Philcare Manpower Services, I have full power Affairs (DFA). bidding for Procurement of Janitorial Services and perform any and all acts necessary to represent it in the CY 2014 of the Department of Foreign and
- w whose Government Units, Government of the blacklisting rules have been recognized by the Government Procurement Policy Manpower Philippines or any of its agencies, foreign government/foreign or international financing institution Services īs not "blacklisted" ğ offices, barred corporations, from bidding 20 ğ
- 4 therein are true and correct; authentic copy of the original, Each of the documents submitted in satisfaction of the bidding requirements complete, and all statements and information provided 1S an
- O) Philcare Manpower Services is authorizing the Head of the Procuring Entity authorized representative(s) to verify all the documents submitted; S. its duly
- ٥'n consanguinity or affinity up to the third civil degree; the Project Management Office I am not related to the Committee (BAC), the Technical Working Group, and the BAC Head of the Procuring Entity, members of the Bids and Awards or the end-user unit, and the project consultants Secretariat, the head Ş of
- \_1 Philcare Manpower Services complies with existing labor laws and standards; and
- 00 responsibilities as a Bidder: Philcare Manpower Services Ç, aware <u>of</u> and has undertaken the following
- <u>a</u> Carefully examine all of the Bidding Documents;
- $\widehat{\mathbf{a}}$ Contract, Acknowledge all conditions, local or otherwise, affecting the implementation of the
- any; c) Made an estimate of the facilities available and needed for the contract to be bid,

コラ 9 Janito () H の言語 PAR 2014 Supplemental/Bid Bulletings Hisspan for the Procurement of GIII ALBERT ST. MAYATI CITY 140 W. W. W. TO. CENTIFIED TRUE COM 28 2014 FICE MANAGER THE ORIGI

537

**=** 

AUTHORIZED REPRESENTATIVE PRES./ GENERAL MANAGER
Affiant

### MAR 0 7 2014

CITY OF MAKATPhilippines. Affiant/s is/are personally known to me and was/were identified by me photograph and signature appearing thereon, with no. Transportation Office at East Avenue, Quezon City on November 26, 2011 with his/her No. 02-8-13-SC). Affiant/s exhibited to me his/her Driver's License Number issued at Land through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. SUBSCRIBED AND SWORN to before me this N21-76-000006 and his/her Community day of 2014 at

Witness my hand and seal this \_\_day oMAR 07 2014 2014

Tax Certificate No. 10696703 issued on February 13

2013 at Makati City, Philippines

## NAME OF NOTARY PUBLIC

Serial No. of Commission

Notary Public for until

Roll on attorneys No.

PTR No. (date issued)(place issued)

IBP No. (date issued)(place issued)

NOTARY PYELSO-R. BATALLAN NOTARY PYELS FOR MAKATI SING APPOINTMENT NO. M-38 UNITAL ECOMBER 31, 2014 ROLL OF ATTORNEY ABBAB ROLL OCAMBANCE NO. 17-0016333 IBP DO. 706762 - LETTING MEMBER ATT. NO. 422-5503 JAM 2, 2014 EXECUTIVE BLOG, CENTER MAKATI AVE., 208, JUPITER MAKATI AVE., 208, JUPITER

Doc. No.: 100 Page No.: 23 Book No.: 2014

TAX NO. 890 - 3537

ENIMALBERT ST. MANATICETY

CHRITICITY

BY:

PMS-WAKATH OF THE DRIGHMAN

NAT. WAR 4 1 2014

# AUTHORITY OF THE SIGNING OFFICIAL

## TO WHOM IT MAY CONCERN:

self-employed Owner/General Manager of the company This is to certify that Edmundo C. Montañes, whose specimen signature appears below, with Philcare Manpower Services and is officially designated as

in behalf of Philcare Manpower Services to transact business with Department of Foreign In this connection, Edmundo C. Montañes is authorized to act with full authority for and

be conducted by Department of Foreign Affairs Manpower Services and to attend and/or represent the company on all public biddings to We further certify that he is authorized to promote and sell Janitorial Services of Philcare

By:

Philicard Manpower Services
6111 Albert St., Makati City
Tel: 890 3537 Fax: 899-4871
March 3,2014

SPECIMENTATURE

Bidding to be conducted by Department of Foreign Affairs. This certification is being issued in compliance with the requirements of the Public

Quezon City on November 11, 2011. Number N21-76-000006 issued by the Land Transportation Office at East SUBSCRIBED AND SWORN 5 before me on MAR 06 day License

Doc. No. 26.7
Page No. 97
Book No. 302
Series of 2014

ATTY NIGHT TO BHITCALLA

NOTANDO THE FOR MAKATICTY

APPONIMENT TO MAKATICTY

APPONIMENT HO. M-95

UNTIL CHARLE NO. M-95

MOLE CONSTIANCE NO. M-95

MOLE CONSTIANCE NO. M-96

MOLE CONSTIANCE NO. M-96

MAKATI MUL. CONS. M-97

FAX W. SO-4871

PHILLARY MANNUMEN SERVICES

BILLALBERT ST. WAKATI CHY

GERTHERD TRUE OFF OF THE ORIGINAL

BY:

WAR 28 2014

## AUTHORIZATION OF COMPANY REPRESENTATIVE



accordance with law depose and say; address at 6111 Albert St., Makati Edmundo C. Montañes of legal age, City, after having been duly sworn to in married, Filipino citizen with

with office address at 6111 Albert St., Makati City. That I am the President/General Manager of Philcare Manpower Services

documents on my behalf with regards to the Procurement of Janitorial Services CY 2014. Belmonte and Mr. Patrick James Dungo, to represent, sign, submit and/or receive That I hereby authorized Mr. Mc Edwin P. Montanes, Ms. Rosalinda T.

day of In witness whereof, I have hereto affixed my signature this of CTTY OF MAKATI at Z C)

Name of Authorized Representative

Mc Edwin P. Montanes

Rosalinda T. Belmonte

Patrick James Dungo

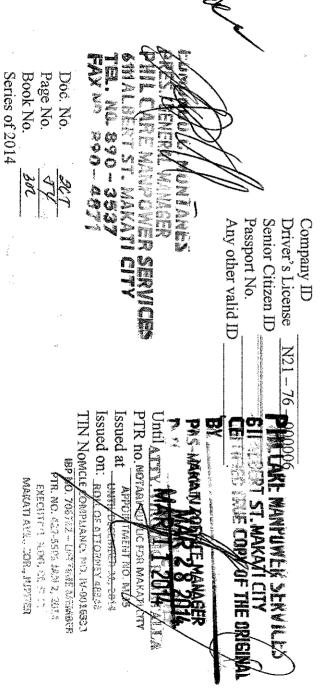
Signature of Authorized Representative

NOTE: This Authorization is valid for one year

**Af Ridder** 

City of Republic of the Philippines) S.S. TVA. )SS

document (I.D's) SUBSCRIBED AND SWORN TO before me this MAR 2014, Affiant exhibiting S me any of his <u>ං</u> identification 2014 day of



Date: March 28, 2014

Invitation to Bid N: Janitorial Services PB-GS-004-2014

## ö DEPARTMENT OF FOREIGN AFFAIRS

2330 Roxas Boulevard, Pasay City

Gentlemen and/or Ladies

Having examined the Bidding Documents including Bid Bulletin Number 1, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to perform Janitorial Services in conformity with the said Bidding Documents for the sum of FORTY EIGHT MILLION SIX HUNDRED SIXTY FOUR THOUSAND NINETY EIGHT PESOS AND TWELVE CENTAVOS Bid and is valid for 120 days from the time of opening of bids. ascertained in accordance with the Schedule of Prices attached herewith and made part of this (48,664,098.12) inclusive of tax, labor, supplies and materials or such other sums as may

delivery schedule specified in the Schedule or Requirements We undertake, if our Bid is accepted, to deliver the goods in accordance with the

amounts, and within the times specified in the Bidding Documents our Bid is accepted, we undertake Ö provide a performance security in the form

ā TB Clause expiration of that period We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for 18.2 and it shall remain binding upon us and may be accepted at any time before

and to contract execution if we are awarded the contract, are listed below: Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid

(if none, state "No	"None"	"None"	"None"	Of Agent	Name and	
ne")	"None"	"None"	"None"	Currency	Amount and	
	"None"					

acceptance thereof and your Notice of Award, shall be binding upon us Until a formal Contract is prepared and executed, this Bid, together with your written

We understand that you are not bound to accept the lowest or any Bid you may receive

the Bidding Documents We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 ಲ್ಲ

Dated this 28th day of March 2014

Edmundo Montanes

FINAL PRINT ST. WAXATI CITY
SILIAL BERT ST. WAXATI CITY
Pres./GERIAI WARATABBE/CAPY OF THE ORIGIN COPY OF THE DRIGINAL

PMS-MAKATI/ OFFICE MANAGER

sign Bid for and on behalf of Philcare Manpower Services

Duly authorized to

"" "" "" "" "" "" "" "" "" "" "" "" ""	horas	(	{*************************************	,		The same of the sa	And the second s	**************************************	**************************************	grand through the said of the said of the	(*	(*************************************	\$ gent is a granter rough to	And a proposition of the sale	And the second s	enders squares	grad - a gradient and
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Preference as Domestic Bidder - Not Applicable

Philcare Manpower Services waived its claims preference as Domestic Bidder.

res./Cxn. Manager MONTANES

6111 Albert St., Poblacion Philcare Manpower Services

Makati City Tel. No. 8903537

Fax No. 8994871

Email Address:

nnicare manpoverco@yahoo.com.ph

March 28, 2014

THE CARE MANPOWER SERVICES THE UNITED TRUE CAPY OF TRUE CAP HARYTH MARYET

Date:

March 28, 2014



#### **BILL OF QUANTITIES**

BIDDING FOR JANITORIAL SERVICES - Department of Foreign Affairs

Venues	Description	No. of Manpower	Rate/Janitor/month	Total Monthly Bid/Venue	Total Bid/Venue/Yr.
Department of Foreign Affairs Main Office	Supervisor Janitors/Janitress	One Hundred Ninety One (191)	18,592.01	3,551,073.91	42,612,886.92
CAR-RCO BAGUIO	Janitors/Janitress	Two (2)	11,550.83	23,101.66	277,219.92
Region I - RCO La Union	Janitors/Janitress	Two (2)	10,570.05	21,140.10	253,681.20
Region II - RCO Tuguegarao	Janitors/Janitress	Two (2)	10,640.71	21,281.42	255,377.04
Region III - RCO Clark Field	Janitors/Janitress	Two(2)	13,775.23	27,550.46	330,605.52
Region III - RCO San Fernando	Janitors/Janitress	Two(2)	13,775.23	27,550.46	330,605.52
Region IVA - RCO Lucena	Janitors/Janitress	Two (2)	13,213.11	26,426.22	317,114.64
Region IVA - RCO Batangas	Janitors/Janitress	Two (2)	13,213.11	26,426.22	317,114.64
Region IVB - RCO Puerto Princesa	Janitors/Janitress	Two (2)	11,376.74	22,753.48	273,041.76
Region V - RCO Legaspi	Janitors/Janitress	Two (2)	10,862.79	21,725.58	260,706.96
Region VI - RCO Bacolod	Janitors/Janitress	Two (2)	11,861.93	23,723.86	284,686.32
Region VI - RCO Iloilo	Janitors/Janitress	Two (2)	11,861.93	23,723.86	284,686.32
Region VII - RCO Cebu	Janitors/Janitress	Three (3)	13,875.05	41,625.15	499,501.80
Region VIII - RCO Tacloban	Janitors/Janitress	Three (3)	10,792.59	32,377.77	388,533.24

THE MAKATIES MAKATIES AND. 890-487

FINE CARE NAME OF THE ORIGINAL

STILL OF THE ORIGINAL

3Y:
- WS-MAKATI/OFFICE MANAGER

page 2 of Bill of Quantities

£.			Grand Total per annum:	4,055,341.51	48,664,098.12
Region XIII - RCO Butuan	Janitors/Janitress	Two (2)	11,097.53	22,195.06	266,340.72
Region XII - RCO Cotabato	Janitors/Janitress	Two (2)	11,216.06	22,432.12	269,185.44
Region XII /Socksargen RCO General Santos	Janitors/Janitress	Two (2)	11,216.06	22,432.12	269,185.44
Region XI - RCO Davao	Janitors/Janitress	Four (4)	12,353.96	49,415.84	592,990.08
Region X - RCO Cagayan de Oro	Janitors/Janitress	Two (2)	12,578.46	25,156.92	301,883.04
Region IX - RCO Zamboanga	Janitors/Janitress	Two (2)	11,614.65	23,229.30	278,751.60

Amount in Words: FORTY EIGHT MILLION SIX HUNDRED SIXTY FOUR THOUSAND NINETY EIGHT PESOS AND TWELVE CENTAVOS

S.

Signature of Representatave

Name of Representative

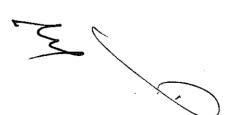
Position Company

Address
Telephone/ Fax No.

Edmundo C. Montanes

Pres./General Manager
Philcare Manpower Services
6111 Albert St., Makati City

Tel. No. 890-35-37 Fax No. 899-48-71



THILLARE MANY UNTER SANY OF THE URN OF THE WANAGER

BREAKDOWN OF FINANCIAL PROPOSAL BASED ON THE LATEST MINIMUM WAGE RATES

	BREADU				D ON THE LA N AFFAIRS (	iea doni Ileji mini	AI OTAT AA VICEU	NAIED	•			
LASSIFIED REGION	NCR	CAR	EVE PARK E TATEVIA E	I OF FOREIG	y contact and an	III	IV-A	IV-A	IV-B	$\mathbf{v}$	VI	VI
ARTĪCULARS	MAIN	ВАСИЛО	LA UNION	TUGUEGARAO	CLARKFIELD	SAN FERNANDO	LUCENA	BATANGAS	PUERTO	LEGASPI	BACOLOD	ILOILO
lo. of days per year	, 313	313	313	313	313	313	313	313	313	313	313	313
late per day	451.00	260.00	253.00	255.00	336.00	336.00	310.00	310.00	270.00	260.00	287,00	287.00
ost of living allowance(COLA)		20.00	3,23,00	200.00	550.00	220.00	12.50	12.50	5.00			
. AMOUNT PAID DIRECTLY TO PERSONNEL												
1 Basic Monthly Rate P		6,781.67	6,599.08	6,651.25	8,764.00	8,764.00	8,085.83	8,085.83	7,042.50	6,781.67	7,485.92	7,485.92
2 13th month Pay/Mo.	980.30	565.14	549.92	554.27	730.33	730.33	673.82	673.82	586.88	565.14	623.83	623.83
3 Five-day Incentive Pay	187.92	108.33	105.42	106.25	140.00	140.00	129.17	129.17	112.50	108.33	119.58	119.58
4 COLA	391.25	521.67	w	-	-		326,04	326.04	130.42	-	_	-
Sub-total P	13,323.05	7,976.81	7,254.42	7,311.77	9,634.33	9,634.33	9,214.86	9,214.86	7,872.30	7,455.14	8,229.33	8,229.33
: AMOUNT PAID TO GOVERNMENT												
1 SSS Premium (Employer's Only) P	884.00	552.50	478.80	478.80	663.00	663.00	626.20	626.20	515.70	515.70	552.50	552.50
2/Philhealth P		100.00	100.00	100.00	137.50	137.50	137.50	137.50	100.00	100.00	100.00	100.00
Employee Compensation Fund (ECC) P		10.00	10.00	10,00	10,00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
4 PAG-IBIG Fund P	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100,00
Sub-total	1,131.50	762.50	688.80	688.80	910.50	910.50	873.70	873.70	725.70	725.70 .	762.50	762.50
SUB-TOTAL A+B	14,454.55	8,739.31	7,943.22	8,000.57	10,544.83	10,544.83	10,088.56	10,088.56	8,598.00 .	8,180.84	8,991.83	8,991.83
2. ADMINISTRATIVE MARGIN PER PERSONNEL (10% OF A & B)	1,445.46	8 <b>7</b> 3.93	794.32	800.06	1,054.48	1,054.48	1,008.86	1,008.86	859.80	818.08	899.18	899.18
- 12	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00
SUB TOTAL A+B+C  ). VALUE ADDED TAX (VAT)-12%  ! MONTHLY COST PER PERSONNEL	16,600.01	10,313.24	9,437.54	9,500.63	12,299.31	12,299.31	11,797.42	11,797.42	10,157.80	9,698.92	10,591.01	10,591.01
). VALUE ADDED TAX (VAT)-12%	1,992.00	1,237.59	1,132.51	1,140.08	1,475.92	1,475.92 .	1,415.69	1,415.69	1,218.94	1,163.87	1,270.92	1,270.92
. MONTHLY COST PER PERSONNEL	1,992.00 18,592.01	11,550.83	10,570.05	10,640.71	13,775.23	13,775.23	13,213.11	13,213.11	11,376.74	10,862.79	11,861.93	11,861.93
NO. OF PERSONNEL REQUIRED	\$ 191	2	2	2	2	2	2	2	2	2	2	2
I. TOTAL MONTHLY COST	○ <u>○</u> <u>○</u> <u>○</u> <u>○</u> <u>0</u> ,551,073.91	23,101.66	21,140.10	21,281.42	. 27,550.46	27,550.46	26,426.22	26,426.22	22,753.48	21,725.58 .	23,723.86	23,723.86
. MULTIPLY BY NO. OF MONTHS	12 2 42.612,886,92	12	12	12	12	12	12	12	12	. 12	12	12
. TOTAL COST FOR NINE MONTHS P	42,612,886.92	277,219.92	253,681.20	255,377.04	330,605.52	. 330,605,52	317,114.64	317,114.64	273,041.76	260,706.96	284,686.32	284,686.32

Submitted By

Education Montanes Fres./ General Manager Philcare Manpower Services 6111 Albert St. Makati City



Tel No. 890-35-37/899-48-71 March 28,2014

BRE	AKDOWN OF	FINANCIAL I	OI	SI I	CE		A CORD TO A COURT O	-
		DEPARTMEN	T OF FOREI	CN AFFAIRS	ul la iesi ! Mfa_ DCO:	) Tabbi a etaben tabi da	AGE KATES	
VII	VIII	IX	X	XI		XII	ХШ	
* CEBU	TACLOBAN	ZAMBOANGA	CDO	DAVAO	GEN SAN	COTABATO	BUTUAN	
313 *	313	313	313	313	313	313	313	
327.00	238.00	280.00	306.00	286.00	270.00	270.00	253.00	
13,00	22.00			15.00	4.000	270.00	15.00	
8,529.25	6,207.83	7,303.33	7,981.50	7,459.83	7.042.50	7 042 50	6 700 00	
710.77	517.32	608.61	665.13	621.65	7,042.50 586.88	7,042.50	6,599.08	
136.25	99.17	116.67	127.50	119.17	112.50	586.88	549.92	
339.08	573.83		-	391.25	112.50	112.50	105.42	
9,715.35	7,398.15	8,028.61	8,774.13	8,591.90	7,741.88	7,741.88	391.25 . 7.645.67 .	
æ,					·	.,	7,010.0	
** 663.00	515.70	552.50	589.30	589.30	515.70	515.70	515 70	
137.50	100.00	100.00	100.00	100.00	100.00	100.00	515.70	
10.00	10.00	10.00	10.00	10.00	10.00	10.00	100.00 10.00	
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
910.50	725.70	762.50	799.30	799.30	725.70 .	725.70 .	725.70	
10,625.85	8,123.85	Z 178-791	9,573.43 .	9,391.20	8,467.58		8,371.37	
1,062,59	812.39	7 879 <b>5</b>	957.34 .	939.12 .	846.76	846.76	837.14 .	
700.00	700.00	70000	700.00	700.00	700.00	700.00	700.00	
12,388.44	9,636.24	187032	11,230.77	11,030.32	10,014.34	10,014.34	9,908.51	
1,486.61	1,156,35		1,347.69	1,323.64	1,201.72	1,201.72	1,189.02	
13,875.05	10,792 59	11,674.65	12,578.46	12,353.96	11,216.06	11,216.06	11,097.53	
3	3	2	2	4	2	2	2	233
41,625.15	32,377.77 .	23,229,30	25,156.92	49,415.84	22,432.12	22,432.12 .	22,195.06	4,055,341.51
12	12	12	12	12	12	12	12	

Forty Eight Million Six Hundred Sixty Four Thousand Ninety Eight Pesos and Twelve Centavos

269,185.44 269,185.44 266,340.72

Submited By

Edwing C. Montanes Pres. General Manager

499,501.80 388,533.24 278,751.60

301,883.04 . 592,990.08

Philcare Manpower Services 6111 Albert St. Makati City

Tel No. 890-35-37/ 899-48-71 March 28,2014

48,664,098.12

56,660.42/191 = 265.24			TOTAL
116.67		5 pcs	Wire Brush 4"
416.67	5,000 / 12  mos x  1	1 pc	6 Buffing Equipment
291.67	╀	1 pc	Grider w/ cutting Disk and Grinding Disk
291.67	┼	1 pc	Electric Drill with set of Drill Bit
25.00	300/12 mos x 1	1 pc	Hat Chisel
23.33	280 / 12 mos x 1	l pc	4 Bareta Cabra
25.00	300 / 12 mos x 1	1 pc	Wood Saw
10.00	120 / 12 mos x 1	l pc	Hacksaw w/ blade (spare)
15.00	180 / 12 mos x 1	l pc	Claw Hammer
15.00	180 / 12 mos x 1	l pc	Ball Hammer
15.00	180 / 12 mos x 1	l pc	Cutter
12.50	150 / 12 mos x 1	1 pc	ZÖLLONG NOSE
12.50		l pc	Piler
6.25	75 / 12 mos x 1	1 set	Screw Driver (Heavy Duty)
			Additional Tools
833,33	100 / 12 mos x 100	100 Boxes	Facial Tissue Box Dispenser
30.00	180 / 12 mos x 2	2 units	Spade/Shovel
2,000.00	$12,000 / 12 \text{ mos } \times 2$	2 units	23 Bundy Clock
1,625.00	150 / 12 mos x 130	130 units	27 Step-on Containers
6,666.67	$2,000 / 12 \text{ mos } \times 40$	40 units	Mop Squeezers
950.00	285 / 12 mos x 40	40 units	201"Caution" Sign
46.67	280 / 12 mos x 2	2 units	Fruning shears
70,00	280 / 12 mos x 3	3 pcs	Gardening scissors
20.83	5 / 12 mos x 50	50 pcs	Spatula
150.00	60 / 12 mos x 30	30 units	16 Glass Squeegees (heavy duty)
8,750.00	3,500 / 12 mos x 30	30 units	Waste Receptacles w/tires
2,500.00	$2,500 / 12 \text{ mos } \times 12$	12 units	1 Plastic Push Cart (Large)
500,00	6,000 / 24 mos x 2	2 unit	
208.33	2,500 / 24 mos x 2	2 unit	
200.00	1,600/24  mos x  3	3 units	8 ਜੋ.
187.50	1,500/24  mos x  3	3 units	10 6 A.
187.50	1,500/24  mos x 3	3 units	4 R.
4			Aluminum step ladder:
250.00	1,500 / 12 mos x 2	2 units, 100m and 150 m	8 Garden water hose w/sprinklers (heavy duty)
750.00	4,500 / 12 mos x 2	2 unit	Pressure Washer 1,500 psi
3,791.67	$3,500/12 \text{ mos} \times 13$	13 units	Vacuum cleaner portable
2,000.00	12,000 / 24 mos x 4	4 units	5 kg.
			power input 850 W, Load Speed 1,950 rpm, Weight - 3.2
			backing plate- 170 mm, polishing sponges - 160 mm,
00.000	18,000 / 30mos x 2	Z uiits	Markle Wall Delisher whad helder December Buther
7,166.67	21,500 / 60mos x 20	20 units	Heavy Duty Floor Folisher (16")
4,500.00	54,000.00/60mos x 5	stan c	A Heavy Duty Floor Polisher (1/" or 18")
4,500.00	54,000.00/60mos x 5	5 units	1 Heavy Duty Floor Polisher (20")
TOTAL COST	UNIT COST / LIFE SPAN	QUANTITY	TOOLS & EQUIPMENT
			A CONTRACTOR OF THE PROPERTY O

Philcare will deliver all other tools & equipment that are not included in the above list but are All the above tools & equipment should be replaced when worn out. necessary to carry out the janitorial services needed.

Discount Given net of Var 7 P 700,40	Iquipment	Quarterly	Jonthly	ost of Supplies and Proterials
1,728.20	265.24	25.27	1,437.69	



## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF SUPPLIES AND EQUIPMENT IN COMING UP WITH BID TO THE DEPARTMENT OF FOREIGN AFFAIRS

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	4,598.13/191 = 1,437.69	274		TOTAL MONTHLY SUPPLIES
,	62,500.00	25,00	2500 boxes	Regional Tissue (Kleenex or equivalent)
<b>S</b>	1,940.00	485.00	4 gals	35 Wax Stripper (J&J Step Off or equivalent)
	50,250.00	335.00	150 boxes	3. Toilet Paper
	15,048.40	752.42	20 gals	33 TBC Bowl Cleaner (Go Getter or equivalent)
,	2,475.00	165.00	15 pcs	32 Stripping Pad 16x10 pads (glit or equivalent)
_	500,00	250.00	2 gals	3 Stain Remover (penguin or equivalent)
	640.00	16.00	40 pcs	3( Spray Gun (happy or equivalent)
)	2,250.00	45.00	50 pcs	29 Soft Broom (LMS or equivalent)
	14,548.80	1,454.88	10 gals	
ž.,	500.00	250.00	2 pcs	2 Scrubbing pad 20x10 pads (glit or equivalent)
	650.00	65.00	10 pcs	261Scrubbing pad 16x10 pads (glit or equivalent)
	100.00	2.00	50 pcs	251Scouring pad (green pad or equivalent)
	640.00	0.80	800 pcs	2 Sando Bag (plasticell or equivalent)
	3,500.00	35.00	100 kgs	23 Powdered Soap (penguin or equivalent)
	500,00	250.00	2 pcs	22 Polishing Pad 20x10 pads (glit or equivalent)
	3,300.00	165.00	20 pcs	2 Polishing Pad 16x10 pads (glit or equivalent)
	720.00	24.00	30 kls.	201 Ordinary Round Rugs (ARO or equivalent)
	2,500.00	25.00	100 pcs	19 Mop Head (penguin or equivalent)
	2,700.00	45.00	60 cans	1 Metal Polish (MC or equivalent)
	6,788.73	2,262.91	3 gals	17 Marble Crystalizer (J&J Terranova or equivalent)
	480.00	120.00	4 doz.	
	4,600.00	230.00	20 gals	1 Glass Cleaner (penguin of equivalent)
	2,300.00	230.00	10 gals	Furniture Polish (penguin or equivalent)
	18,217.50	1,214.50	15 gals	13 Floor Maintainer (J&J Snap Back or equivalent)
	1,600.00	40,00	40 pcs	[Flannel Cloth 1 ft. X 1.5 ft. (ARO or equivalent)
	11,200.00	56.00	200 rims	1 Fine Steel Wool (penguin or equivalent)
	7,569.70	756.97	10 gals	10 Emulsion Wax (J&J Complete or equivalent)
	1,500.00	10.00	150 pcs	Deodorant Cake (penguin or equivalent)
	14,400.00	120.00	120 gals	Concentrated Liquid Handsoap (penguin or equivalent)
	1,750.00	35.00	50 kgs	7 Cleanser (penguin or equivalent)
	3,060.00	102.00	30 gals	Cholox (Alyson or equivalent)
	2,300.00	230.00	10 gals	Carpet Shampoo (penguin or equivalent)
	4,770.00	3.18	1500 pcs	4 Black Bag XXL (plasticell or equivalent)
	21,000.00	210.00	100 tubes	ு Air Fresh Tube (glade or equivalent)
	3,900,00	130,00	30 gals	Air Freshener (Downy scented or equivalent)
	3,900.00	130.00	30 gals	1 Air Fresh Liquid
	TOTAL COST	UNIT COST	Quantity/Unit	MONTHLY SUPPLIES
				S redule 3

C RTERLY SUPPLIES	Quantity/Unit	UNIT COST	TOTAL COST
1 Dust Mop/Flat Mop System	20 pcs	380.00	7,600.00
2 Jeiling Broom (LMS or equivalent)	. 20 pcs	25.00	500.00
3 Coilet Bowl Plunger (LMS or equivalent)	20 pcs	25.00	500.00
6 Stick Broom (LMS or equivalent)	50 pcs	12.00	600.00
O' pray Gun (happy or equivalent)	40 pcs	16.00	640.00
10p Handle	30 pcs	80.00	2,400.00
Dust Pan (happy or equivalent)	50 pcs	22.00	1,100,00
8 <sup>1</sup> oilet Bowl Brush (mansion or equivalent)	30 pcs	000 Shirt & Ann 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	240.00
9 'ush Brush	20 pcs	43.00	900.00
TOTAL QUARTERLY SURPLIES / /	не формунский (майскай каке и майскай каке и майска		14,480.00-/3/191 = 25.27
		1	AND THE PROPERTY OF THE PROPER

bplish & materials should be replenished as the need and with the secons to the secons of the second of the second of the secons of the second stipplies & materials that are not included in the above list but are the lamitorial services needed including tools & equipment. consumption. in the state of t y of base on mountain

36. 890 I

Shedule 4

**Administrative Cost** 

1,445.46

Vat 12% of Schedule 1, 2, & 3

Rate per Janitor per Month

1,992.00

Total Rate for 191 Janitor per Month

18,592.01

Total Cost for 12 Months

3,551,073.91

42,612,886.92

FORTY TWO MILLION SIX HUNDRED TWELVE THOUSAND EIGHT HUNDRED EIGHTY SIX PESOS AND NINETY TWO CENTAVOS

March 28, 2014

, Makati City wer Services

THE PRINCE OF A STATE WALLANDE STATE STA 

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#### ANNEX A

# DEPLOYMENT SCHEDULE OF JANITORIAL PERSONNEL (MONDAY-SATURDAY)

21		1	BSP
<u> </u>		30	New Building, OCA
		1	Garbage Collector
دی د	6		Movers
2		2	Garden
		1	Basketball Court
		1	Roberts St.
			Engineering Section
		1	Transportation Section
2	20		CR Attendant
		2	Property
			Consular Records
		<b>,</b>	Central Records
		-	Operator
		2	Southwing Groundfloor
1		ري	Ground Floor
		4	2nd Floor
2		6	3rd Floor
2		6	4th Floor
		2	6th Floor Southwing
		3	6th Floor
		2	7th Floor
-		4	8th Floor
		2	9th Floor
		3	10th Floor
		3	11th Floor
		Ç	12th Floor
		2	14th Floor
11:00 am-8:00 pm	8:00 am-5:00pm	6:00 am-3:00 pm	FLOOR

Warther Work ANES

THE DAME ST. MANAGE OF THE ORIGINAL STATE OR

Philcare Manpower Services 6111 Albert St. Makati City Tel No. 890-35-37/ 899-48

METRO MANILA / NCR OFFICES	DESCRIPTION	NO. OF MANPOWER
ASEANA	Supervisor	Two (2)
DFA Main	Supervisor	Four (4)
SM Mega Mail	Janitor/Janitress	Six (6)
Robinson Galleria	Janitor/Janitress	Four (4)
SM Manila	Janitor/Janitress	Six (6)
Alabang Town Center	Janitor/Janitress	Four (4)
Ali Mall	Janitor/Janitress	Four (4)
TOTAL PERSONNEL (NCR)	NNEL (NCR)	191

45	NEL (RCO's)	TOTAL PERSONNEL (RCO's)
1 wo (2)	Janitors/Janitress	RCO Cotabato
		General Santos
Two (2)	Janitors/Janitress	RCO Socsargen -RCO
Two (2)	Janitors/Janitress	RCO Butuan
Four (4)	Janitors/Janitress	RCO Davao
Two (2)	Janitors/Janitress	RCP Cagayan de Oro
Two (2)	Janitors/Janitress	RCO Zamboanga
Three (3)	Janitors/Janitress	RCO Tacloban
Three (3)	Janitors/Janitress	RCO Cebu
Two (2)	Janitors/Janitress	RCO Bacolod
Two (2)	Janitors/Janitress	RCO Iloilo
Two (2)	Janitors/Janitress	RCO Legaspi
Two (2)	Janitors/Janitress	RCO Puerto Princesa
Two (2)	Janitors/Janitress	RCO Lucena
Two (2)	Janitors/Janitress	RCO San Fernando
Two (2)	Janitors/Janitress	RCO Batangas
Two (2)	Janitors/Janitress	RCO Clark Field
Two (2)	Janitors/Janitress	RCO Tuguegarao
Two (2)	Janitors/Janitress	RCO La Union
Two (2)	Janitors/Janitress	CAR-RCO Baguio
NO. OF MANPOWER	DESCRIPTION	REGIONAL CONSULAR OFFICES (RCOs)

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Philicare Manpower Services
6111 Albert St. Maketi City
Tel No. 890-35-37/899-48

#### ANNEX B

JANITORIAL EQUIPMENT and SUPPLIES
(Janitorial supplies which must be delivered by the Contractor directly to the Department and inspected by the Property Office)

# JANITORIAL EQUIPMENT AND SUPPLIES

	Long Nose
1 DC.	
1 pc.	Pilers
1 set	Screw Driver (heavy duty)
	Additional Tools for Janitorial
100 Boxes	Facial Tissue Box
Two (2) Units	Spade/shovei (pala)
Two (2) Units	Bundy Clock
Units	Step-on Containers
One Hundred Thirty (130)	The state of the s
its	Mop Squeezers
Fourty (40) Units	"CAUTION" Sign
Two (2) Units	Pruning Shears
Three (3) Units	Gardening Scissors
Fifty (50) pcs.	Spatula
Thirty (30) Units	Glass squeegee (heavy duty)
Thrity (30) Units	Waste Receptacles with tires
Twelve (12) Units	Plastic Pushcart (large)
Two (2) units	18 ft.
Two (2) Units	10 ft.
Three (3) Units	8 ft.
Three (3) Units	6ft
Three (3) Units	4 ft.
The state of the s	Aluminum Step Ladder
m	Garden water hose with sprinkles (heavy duty)
Two (2) Units, 100m and 150	
Two (2) Units	Pressure Washer 1,500 psi
Thirteen (13) Units	Vacuum Cleaner
	Weight - 3.2 kg
	Load Speed - 1,950 rpm
	Power input - 850 w
	Polishing sponges - 160 mm
The state of the s	Rubber backing plate - 170mm
	Description:
Four (4) Units	Marble wall polisher w/pad holder
Two (2) Units	Wet and Dry Industrial Vacuum Cleaner (32L)
Twenty (20) Units	Heavy Duty Floor Polisher (16")
Five (5) Units	Heavy Duty Floor Polisher (17" or 18")
Five (5) Units	Heavy Duty Floor Polisher (20")
Quantity	EQUIPMENT (To be delivered YEARLY)

Cutter	1 pc.
Ball Hammer	l.pc.
Claw Hammer	l pc.
Hacksaw w/ blade (spare)	1 pc.
Wood Saw	1 pc.
Bareta Cabra	l pc.
Flat Chisel	l pc.
Electric Drill	I pc.
Grinder w/ Cutting Disk and Grinding Disk	l pc.
Buffing Equipment	l pc.
Wire Brush 4"	5 pcs

2500 boxes	Facial Tissue (Kleenex or equivalent)
4 gais	Wax Stripper (J&J Step Off or equivalent)
150 boxes	Toilet Paper
20 gals	Toilet Bowl CLeaner (Go Getter or equivalent)
15 pcs	Stripping Pad 16"x10" pads (Glit or equivalent)
2 gais	Stain Remover (Penguin or equivalent)
40 pcs	Spray Gun (Happy or equivalent)
50 pcs	Soft Broom (LMS or equivalent)
10 gals	Sealer Wax (Over and Under)
2 pcs	Scrubbing pad 20"x10" pads (Glit or equivalent)
10 pcs	Scrubbing pad 16"x10" pads (Glit or equivalent)
50 pcs	Scouring pad (Green pad or equivalent)
800 pcs	Sando Bag (Plasticell or equivalent)
100kgs	Powdered Soap (Penguin or equivalent)
2 pcs	Polishing Pad 20"x10" pads (Glit or equivalent)
20 pcs	Polishing Pad 16"x10" pads (Glit or equivalent)
30 kls.	Ordinary Round Rags (ARO or equivalent)
100pcs	Mop Head (Penguin or equivalent)
60 cans	Metal Polish (MC or equivalent)
3 gals	Marble Crystalizer (J&J Terranova or equivalent)
4 doz.	"Good Morning" Towels
20 gals	Glass Cleaner (Penguin or equivalent)
10 gals	Furniture Polish (Penguin or equivalent)
. 15 gals	Floor Maintainer (J&J Snap Back or equivalent)
40 pcs	Fiannel Cloth 1 ft. x 1.5 ft. (ARO or equivalent)
200 rims	Fine Steel Wool (Penguin or equivalent)
10 gals	Emulsion Wax (J&J Complete or equivalent)
1:50.pcs	Deodorant Cake (Penguin or equivalent)
120 gals	Concentrated Liquid Handsoap (Penguin or equivalent)
50 kgs	Cleanser (Penguin or equivalent)
30 gals	Chlorox (Alyson or equivalent)
10 gals	Carpet Shampoo (Penguin or equivalent)
1500 pcs	Black Bag XXL (Plasticell or equivalent)
100 tubes	Air Freshener Tube (Glade or equivalent)
30 gals	Air Freshener (Downy Scented or equivalent)
30 gals	Air Freshener Liquid
Quantity	SUPPLIES (To be delivered MONTHLY)

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Philcare Manpower Services 6111 Albert St. Makati City Tel No. 890-35-37/899-48

SUPPLIES (To be delivered QUARTERLY)	Quantity
Dust Mop/Flat Mop System	20 pcs
Ceiling Broom (LMS or equivalent)	20 pcs
Toilet Bowl Plunger (LMS or equivalent)	20 pcs
Stick Broom (Tingting) (LMS or equivalent)	50 pcs
Spray Gun (Happy or equivalent)	40 pcs
Mop Handle	30 pcs
Dust pan (Happy or equivalent)	50 pcs
Toilet Bowl Brush (Mansion or equivalent)	30 pcs
Push Brush	20 pcs

#### NOTES:

- The bidder/s shall determine the costs of supplies/materials per building or unit based on its site inspection and the herewith Standard of Cleanliness and in no case the amount should not be less than P700.00 per janitor per month. Supplies to be used must be Department of Trade and Industry (DTI) recognized brands. Ten Percent (10%) Administrative Fee as per DOLE Department Order No. 18-A s. 2011 under Sec. 9.ii. Other types of supplies/materials may be added by the bidder as he/she may deem necessary. Bid proposals of those who fail to site inspect shall be at their own risks

  TO BE INCLUDED IN ENVELOPE "B" FINANCIAL COMPONENT

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Philcare Manpower Services 6111 Albert St. Makati City Tei No. 890-35-37/ 899-48

# DEPARTMENT OF FOREIGN AFFAIRS MAIN

# DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days

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	PAID DIRECTLY TO JANITOR/JANITRESS

Total	4 Cost of living Allowance COLA (15 x 313/12)	3 Five-day Incentive Pay (451 x 5/12mos)	2 13th month Pay (451 X 313 / 12 / 12)	1 Equivalent monthly rate $(451 \times 313 \text{ days}/12 \text{ months})$			Cost of Living Allowance	Daily Wage
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13,323.05	391.25	187.92	980.30	11,763.58	9	466.00	15,00	451.00

Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P884.00 per month.	P11,750.00 but not more than 12,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
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			884.00
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	the Philhealth Contribution is 137.50	P11,000.00 and not more than 11,999.99	If the employee's monthly basic pay falls within	2 Philhealth
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10.00				137.50

of the personnel	the employer contributes P10.00 as ECC in favor	P11,750.00 but not more than 12,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48-

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Pres./General Manager	XXXX S	111	1,131.50	100.00
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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE BAGUIO 313 Working Days

#### Schedule 1

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<ol> <li>Equivalent monthly rate (260 x 313 days/12 months)</li> <li>13th month Pay (260 X 313 / 12 / 12)</li> <li>Five-day Incentive Pay (260 x 5/12mos)</li> <li>Cost of living Allowance COLA (20 x 313/12)</li> </ol> Total	Daily Wage  Cost of Living Allowance
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6,781.67 565.14 108.33 521.67 7,976.81	260.00 20.00 280.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

SSS Premium (Employer's Only) P7,250.00 but not more than 7,749.99 If the employee's monthly basic pay is over the employer's contributions for SSS shall b P 552.50 per month. Ħ 552.50

2 Philhealth P8,999.99 and below the Philhealth Contribution is 100.00 If the employee's monthly basic pay falls within J 100.00

Ç **Employee Compensation Fund (ECC)** the employer contributes P10.00 as ECC in favor of the personnel P7,250.00 but not more than 7,749.99 If the employee's monthly basic pay is over

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Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE LA UNION 313 Working Days

#### Schedule 1

2 13th month Pay (253 X 313 / 12 / 12) 3 Five-day Incentive Pay (253 x 5/12mos)	1 Equivalent monthly rate (253 $\times$ 313 days/12 months)	Cost of Living Allowance P	Daily Wage P	A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS
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549.92 105.42 7.254.42	6,599.08	253.00	253.00	

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P6,250.00 but not more than 6,749.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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				10.00

4 PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE TUGUEGARAO 313 Working Days

#### Schedule 1

A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

Cost of Living Allowance Daily Wage

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554.27 106.25	255.00	255.00



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Schedule 2

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1 Equivalent monthly rate (255 x 313 days/12 months)

13th month Pay (255 X 313 / 12 / 12)

Five-day Incentive Pay (255  $\times$  5/12mos)

Total

B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

SSS Premium (Employer's Only) P6,250.00 but not more than 6,749.99 If the employee's monthly basic pay is over the employer's contributions for SSS shall b P 478.80 per month. J 478.80

Philhealth P8,999.99 and below the Philhealth Contribution is 100.00 If the employee's monthly basic pay falls within H

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ယ **Employee Compensation Fund (ECC)** the employer contributes P10.00 as ECC in favor P6,250.00 but not more than 6,749.99 If the employee's monthly basic pay is over of the personnel

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6111 Albert St., Pob. Makati City Philcare Manpower Services

Tel.No. 890-35-37/Fax.No. 899-

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE CLARKFIELD 313 Working Days

#### ·Schedule 1

	Cost of Living Allowance	Daily Wage	A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS
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336.00

Equivalent monthly rate (336 x 313 days/12 months)

13th month Pay (336  $\times$  313 / 12 / 12) Five-day Incentive Pay (336  $\times$  5/12mos)

Total

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#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

SSS Fremium (Employer's Only) P8,750.00 but not more than 9,249.99 If the employee's monthly basic pay is over the employer's contributions for SSS shall b P 663.00 per month. ď 663.00

N Philhealth the Philhealth Contribution is 137.50 P11,000.00 and not more than 11,999.99 If the employee's monthly basic pay falls within

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**Employee Compensation Fund (ECC)** of the personnel the employer contributes P10.00 as ECC in favor P8,750.00 but not more than 9,249.99 If the employee's monthly basic pay is over

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PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services 6111 Albert St., Pob. Makati Cit. Tel.No. 890-35-37/Fax.No. 899-88

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE SAN FERNANDO 313 Working Days

#### Schedule 1

Daily Wage	A. AMOUNT PAID DIRECTLY TO JANITOR/JANITR
	RESS

Cost of Living Allowance 1 Equivalent monthly rate (336 x 313 days/12 months) 13th month Pay (336  $\times$  313 / 12 / 12) Five-day Incentive Pay (336  $\times$  5/12mos) IJ て で 9,634.33 8,764.00 336.00 140.00 730.33 336.00

#### Schedule 2

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# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

Total

the employer's contributions for SSS shall b P 663.00 per montl	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
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			663.00

137.50

of the personnel	the employer contributes P10.00 as ECC in favor	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)	
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### PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48-

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE LUCENA 313 Working Days

#### Schedule 1

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Cost of Living Allowance Daily Wage Ç Cost of fiving Allowance COLA (  $12.50 \times 313/12$ ) Five-day Incentive Pay  $(310 \times 5/12 \text{mos})$ 13th month Pay (310 X 313 / 12 / 12) Equivalent monthly rate  $(310 \times 313 \text{ days}/12 \text{ months})$ otal りょり 9,214.86 8,085.83 326.04 12.50 322.50 310.00 129.17 673.82

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

SSS Premium (Employer's Only) If the employee's monthly basic pay is over P8,250.00 but not more than 8,749.99 the employer's contributions for SSS shall b P 626.20 per month. J 626.20

N Philhealth the Philhealth Contribution is 137.50 If the employee's monthly basic pay falls within P11,000.00 and not more than 11,999.99 ۳ರ

137.50

Ç **Employee Compensation Fund (ECC)** of the personnel the employer contributes P10.00 as ECC in favor P8,250.00 but not more than 8,749.99 If the employee's monthly basic pay is over 'n 10.00

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Total

6111 Albert St., Pob. Makati City Philcare Manpower Services

Tel.No. 890-35-37/Fax.No. 899-48 MARC 28 2201/K

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## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days REGIONAL CONSULAR OFFICE BATANGAS

#### Schedule 1

# A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

Total	4 Cost of living Allowance COLA (12.50 x 313/12)	3 Five-day Incentive Pay (310 x 5/12mos)	2 13th month Pay (310 X 313 / 12 / 12)	1 Equivalent monthly rate (310 x 313 days/12 months)		Cost of Living Allowance	Daily Wage	ANTAN CAME BANKER PARKET OF THE FOREST AND STREET CONTRACTOR
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9,214.86	326.04	129.17	673.82	8,085.83	322.50	12.50	310.00	

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 626.20 per month.	P8,250.00 but not more than 8,749.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)	
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3 Employee Compensation Fund (ECC)	If the employee's monthly basic pay falls within P11,000.00 and not more than 11,999.99 the Philhealth Contribution is 137.50	2 Philhealth
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10.00		137.50

of the personnel	the employer contributes P10.00 as ECC in favor	P8,250.00 but not more than 8,749.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)	
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Philcare Manpower Services

4 PAG-IBIG 2% of A but not to exceed P100

Total

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48 MW8-2-8-9014

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE PUERTO 313 Working Days

\. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS  Daily Wage	
Daily Wage	
Cart of Tiring Allowance	

1 Equivalent monthly rate (270 x 313 days/12 months) 2 13th month Pay (270 X 313 / 12 / 12) 3 Five-day Incentive Pay (270 x 5/12mos) 4 Cost of living Allowance COLA (5 x 313/12) Total	Daily Wage Cost of Living Allowance
· Comment	ਚ ਚ ਚ 
7,042.50 586.88 112.50 130.42 7,872.29	270.00 5.00 275.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 515.70 per month.	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	1 SSS Fremium (Employer's Only)	
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			515.70	

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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Tel No. Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-487





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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE LEGASPI 313 Working Days

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Cost of Living Allowance Daily Wage S 1 Equivalent monthly rate (260 x 313 days/12 months) Five-day Incentive Pay  $(260 \times 5/12 \text{mos})$ 13th month Pay (260 X 313 / 12 / 12) Total J Ĺ 7,455.14 6,781.67 108.33 565.14260.00 260.00

Schedule 2

B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

SSS Fremium (Employer's Only) P6,750.00 but not more than 7,249.99 If the employee's monthly basic pay is over the employer's contributions for SSS shall b P 515.70 per month. <del>ان، بر</del> 515.70

N Philhealth P8,999.99 and below the Philhealth Contribution is 100.00 If the employee's monthly basic pay falls within J 100,00

Ç **Employee Compensation Fund (ECC)** of the personnel the employer contributes P10.00 as ECC in favor P6,750.00 but not more than 7,249.99 If the employee's monthly basic pay is over

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PAG-IBIG 2% of A but not to exceed P100 Total

Tel.No. 890-35-37/Fax.No. 899-48 6111 Albert St., Pob. Makati City Philcare Manpower Services

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## REGIONAL CONSULAR OFFICE BACOLOD

# DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days

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Total	3 Five-day Incentive Pay $(287 \times 5/12 \text{mos})$	2 13th month Pav (287 X 313 / 12 / 12)	1 Equivalent monthly rate (287 x 313 days/12 months)		Cost of Living Allowance	Daily Wage
שי				d.	P	ק
8,229.33	119.58	623.83	7,485.92	287.00		287.00

### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 552.50 per month	P7,250.00 but not more than 7,749.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
·			ש
			552.50

P8,999.99 and below the Philhealth Contribution is 100.00	If the employee's monthly basic pay falls within	2 Philhealth	
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		100.00	

of the personnel	the employer contributes P10.00 as ECC in favor	P7,250.00 but not more than 7,749.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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				10.00

### PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48/ NMAPh2 1820114/

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE ILOILO 313 Working Days

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1 Equivalent monthly rate (287 x 313 days/12 months) 2 13th month Pay (287 X 313 / 12 / 12) 3 Five-day Incentive Pay (287 x 5/12mos)  Total 7,485.92 623.83 P 8,229.33	ng Allowance P		P 287.00 P 287.00 P 287.00 P 623.83 119.58 P 8,229.33	Daily Wage Cost of Living Allowance  1 Equivalent monthly rate (287 x 313 days/12 months) 2 13th month Pay (287 X 313 / 12 / 12) 3 Five-day Incentive Pay (287 x 5/12mos) Total
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# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 552.50 per month.	P7,250.00 but not more than 7,749.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
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			552.50

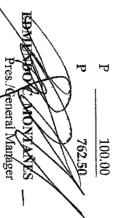
P8,999.99 and below the Philhealth Contribution is 100.00	If the employee's monthly basic pay falls within	2 Philhealth
		P
		100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P7,250.00 but not more than 7,749.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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				10.00

### 4 PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services
6111 Albert St., Pob. Makati City
Tel.No. 890-35-37/Fax.No. 899-48-







### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE CEBU 313 Working Days

J. 117	A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS	
-		

	4 Cost of living Allowance COLA (13 x 313/12)	3 Five-day Incentive Pay (327 x 5/12mos)	2 13th month Pay (327 X 313 / 12 / 12)	1 Equivalent monthly rate $(327 \times 313 \text{ days}/12 \text{ months})$		Cost of Living Allowance	Daily Wage	PITE OF THE REPORT OF THE FOREST CONTRACTOR OF THE PROPERTY OF
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0715 35	339.08	136.25	710.77	8,529.25	340.00	13,00	327.00	

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 663.00 per month	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
			ď
			663.00

the Philhealth Contribution is 137.50	P11,000.00 and not more than 11,999.99	If the employee's monthly basic pay falls within	2 Philhealth
			d.
			137.50

of the personnel	the employer contributes P10.00 as ECC in favor	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)	
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				10.00	

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	4 PAG-IBIG 2% of A but not to exceed I
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Total	exceed
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6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-431 Philcare Manpower Services

Pres.

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE TACLOBAN 313 Working Days

### Schedule 1

1 Equivalent monthly rate (238 x 313 days/12 months) 2 13th month Pay (238 X 313 / 12 / 12) 3 Five-day Incentive Pay (238 x 5/12mos) 4 Cost of living Allowance COLA (22 x 313/12) P	. AMOUNT PAID DIRECILY TO JANITORJANITRESS P Daily Wage P Cost of Living Allowance P
6,207.83 517.32 99.17 573.83 <b>7,398.15</b>	238.00 22.00 260.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 515.70 per month	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
•			ď
			515.70

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
	שי
	100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
				٦
				10.00

### 4 PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48-

70 70 CHONDANES 725.70 100.00

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE ZAMBOANGA 313 Working Days

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# A. AMOUNT PAID DIRECTLY TO JANITORJANITRESS

Cost of Living Allowance  P 280.00  1 Equivalent monthly rate (280 x 313 days/12 months) 2 13th month Pay (280 X 313 / 12 / 12) 3 Five-day Incentive Pay (280 x 5/12mos)  Total  P 280.00  7,303.33 16.67	P 280.00
---	----------

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 552.50 per month	P7,250.00 but not more than 7,749.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)	
month.			વ	
			552.50	

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

Employee Compensation Fund (ECC)	ъ	10.00
If the employee's monthly basic pay is over		
P7,250.00 but not more than 7,749.99		
the employer contributes P10.00 as ECC in favor		
of the nerconnel		

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### PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48-

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE CAGAYAN DE ORO 313 Working Days

### Schedule 1

. AMOUNT PAID
DIRECTLY TO
JANITOR/JANITRESS

Total	3 Five-day Incentive Pay $(306 \times 5/12 \text{mos})$	2 13th month Pay (306 X 313 / 12 / 12)	1 Equivalent monthly rate (306 x 313 days/12 months)	ŧ	Cost of Living Allowance	Daily Wage
ا ا				P	d.	Ā
8,774.13	127.50	665.13	7,981.50	306.00	ŧ	306.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 589.30 per month.	P7,750.00 but not more than 8,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
			שי
	-		589.30

P8,999.99 and below the Philhealth Contribution is 100.00	If the employee's monthly basic pay falls within	2 Philhealth
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		100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P7,750.00 but not more than 8,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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				10.00

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Philcare Manpower Services

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48-MARCh 21822011

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### DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND REGIONAL CONSULAR OFFICE DAVAO 313 Working Days

A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS	Top Colons Company and Colons
	A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

Daily Wage       F       200.00         Oost of Living Allowance       P       15.00         P       301.00         P       301.00         P       301.00         1 Equivalent monthly rate (286 x 313 / 12 / 12)       7,459.83         2 13th month Pay (286 X 313 / 12 / 12)       621.65         3 Five-day Incentive Pay (286 x 5/12mos)       119.17         4 Cost of living Allowance COLA (15 x 313/12)       P         8,591.90	Cost of Living Allowance  1 Equivalent monthly rate (286 x 313 days/12 n 2 13th month Pay (286 X 313 / 12 / 12) 3 Five-day Incentive Pay (286 x 5/12mos) 4 Cost of living Allowance COLA (15 x 313/12) Total
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#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 589.30 per month	P7,750.00 but not more than 8,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
			Ъ
			589.30

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

Ú	3 Employee Compensation Fund (ECC)
	If the employee's monthly basic pay is over
	P7,750.00 but not more than 8,249.99
	the employer contributes P10.00 as ECC in favor
	of the personnel

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10.00

### PAG-IBIG 2% of A but not to exceed P100 Total

Philcare Manpower Services 6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48

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# REGIONAL CONSULAR OFFICE GENSAN

# DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days

### Schedule 1

# A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

1 Equivalent monthly rate (270 x 313 days/12 months) 2 13th month Pay (270 X 313 / 12 / 12) 3 Five-day Incentive Pay (270 x 5/12mos) Total	Daily Wage Cost of Living Allowance
P 	י קי קי
7,042.50 586.88 112.50 7,741.88	270.00 

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 515.70 per month.	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
			ч
			515.70

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
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				10.00

### PAG-IBIG 2% of A but not to exceed P100 Total

6111 Albert St., Pob. Makati City Tel.No. 890-35-37/Fax.No. 899-48 Philcare Manpower Services

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# REGIONAL CONSULAR OFFICE COTABATO

## DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days

#### Schedule 1

# A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

Daily Wage Cost of Living Allowance
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270.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 515.70 per month	P6,750.00 but not more than 7,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
			ਾਹ
			515.70

P8,999.99 and below the Philhealth Contribution is 100.00	If the employee's monthly basic pay falls within	2 Philhealth
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		100.00

3 Employee Compensation Fund (ECC)	ਾਰ
If the employee's monthly basic pay is over	
P6,750.00 but not more than 7,249.99	
the employer contributes P10.00 as ECC in favor	
of the personnel	

10.00

### PAG-IBIG 2% of A but not to exceed P100 Total

Tel.No. 890-35-37/Fax.No. 899 6111 Albert St., Pob. Makati Cir. Philcare Manpower Services

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### REGIONAL CONSULAR OFFICE BUTUAN

# DETAILED ESTIMATES INCLUDING A SUMMARY SHEET INDICATING UNIT COST OF LABOR AND 313 Working Days

#### Schedule 1

# A. AMOUNT PAID DIRECTLY TO JANITOR/JANITRESS

2 13th month Pay (253 X 313 / 12 / 12) 3 Five-day Incentive Pay (253 x 5/12mos) 4 Cost of living Allowance COLA (15 x 313/12) Total	1 Equivalent monthly rate $(253 \times 313 \text{ days}/12 \text{ months})$	30.	Cost of Living Allowance	Daily Wage
ੈ <b>ਹ</b> 		٠ <del>٠</del> ٠	P	ק
349.72 105.42 391.25 7,645.67	6,599.08	268.00	15.00	253.00

#### Schedule 2

# B. AMOUNT PAID TO GOVERNMENT IN FAVOR OF PERSONNEL

the employer's contributions for SSS shall b P 663.00 per month.	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	1 SSS Premium (Employer's Only)
•			P
			663.00

If the employee's monthly basic pay falls within P8,999.99 and below the Philhealth Contribution is 100.00	2 Philhealth
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	100.00

of the personnel	the employer contributes P10.00 as ECC in favor	P8,750.00 but not more than 9,249.99	If the employee's monthly basic pay is over	3 Employee Compensation Fund (ECC)
				P
				10.00

### 4 PAG-IBIG 2% of A but not to exceed P100 Total

6111 Albert St., Pob. Makati City Tel.No, 890-35-37/Fax.No. 899-48-Philcare Manpower Services

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# Section VI. Schedule of Requirements

is the date of delivery to the project site. The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which

Item	Description		Quantity	Total	Delivered,
Number					Weeks/Mont
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required documents on or before the Deadline for Submission of Bids. representative with statement of conformity/compliance, and submitted together with other Note: This Schedule of Requirements must be signed by the Bidder or its authorized

SWEETER Philitaire Manpower Services / 6111 Athert St. Makati City / 764 No. 890-35-37/ 899-48

# Section VII. Technical Specifications

### Note on the Technical Specifications

Clause 2.1(a)(ii) liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC execution of the Contract may be regarded as fraudulent and render the Bidder or supplier specification and compliance issued by the manufacturer, samples, evidence that is found to be false either during Bid evaluation, post-qualification or the rejection. to be contradicted by the evidence presented will render the Bid under evaluation liable for evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the equipment offered. Statements of "Comply" or "Not Comply" parameters of each Specification stating the corresponding performance parameter of the Bidders must state here either "Comply" or "Not Comply" against each of the individual as appropriate. A statement that is not supported by evidence or is subsequently found 앜. A statement either in the Bidders statement of compliance or the supporting manufacturer's un-amended sales literature, unconditional must be independent test data statements supported by of,

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6111 Albert St. Makati City
Tel No. 890-3-37/899-48

## Technical Specifications

SERVICES

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が、これが 611/1/17 22 20 19 18 16 14 13 10. ဖ္ စ္ 9 4 Ųπ M. Cleaning, TO MAG ledges, Emptying, removal of spots or stains from floors and other surfaces; washrooms and wash basins with detergent/cleanser and Cleaning, wiping, disinfection, dusting-off, damp wiping and/or polishing of furniture, office tables, glass tops, floors, Sweeping and mopping (dry and wet) of stairways, hallways, lobbies and corridors; Sweeping and mopping (wet and dry) of horizontal surfaces panels/mirrors, Cleaning of horizontal and vertical surfaces such accidents in the course of completing an assignment Provision of signs and barriers to effectively prevent rooms; and Assignment of additional janitors at high volume comfort Refilling all liquid soap dispensers that are not in use inside the offices/rooms; Switching OFF Staying at areas within the premises as designated by the and placing plastic liners; minor declogging/emptying and washing of garbage bins Cleaning and sanitizing of toilets and washrooms, which plants and spot-cleaning of walls; Keeping all corridors, lobbies, e Spraying Department (for janitors) include the use of special and disinfecting agents in wash fire exits free from obstructions. Cleaning of venetian blinds, watering Removing of sticky substances or dirt on the floors with putty knife and cleaning/wiping with damp cloth or rag; doors, to receptacles provided for this purpose; Disposal of rubbish, trash and garbage from the buildings upholstered furniture bookshelves, cabinets and furniture Cleaning of stairs and parking lots; Vacuuming and shampooing of all carpeted areas and Dusting and cleaning of horizontal and vertical surface; deodorant/fresheners; smoking rooms; the Department's waste segregation plan, emptying and disposing garbage at designated areas in accordance with furniture. Cleaning of all inside walls of said floors, including glass guarantee/ensure cleanliness. ramps, walls, equipment, appliances, light diffusers, counters and glass partitions and deurinals and toilet bowls and toilet toilet window ledges, and cleaning of office and polishing of all aluminum door of all garbage bins, cleaning of designated collecting and sanitizing pick cigarette butts 9 cleaning of bowls, vertical blinds, NT Contour of lights and unplugging of appliances toilets windows, and disinfection glass partitions and doors/door urinals, lobbies, entrances, stairways, and cleaning of trash partitions, SERVICES ashtrays and railings, doors, window commodes, from equipment, sliding doors and hallways of all of potted indoor ledges, window sand ums plungers waste receptacles kitchens, ceilings, window comfort surfaces, frames paper with and and ĬŌĬ CERTIFIED THE WAY OF THE DRIED MS-MAKA "Comply" "Comply" "Comply "Comply" "Comply" "comply" "Comply" "Comply" "Comply" "Comply" "Comply"
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Tel No. 890-35-37/899-48/ March 28,2014 Philcare Manpower Servin 6111 Albert St. Makati Cij AND THE ORIGINAL PROPERTY OF THE ORIGINAL PROP

25 Cleaning and sanitizing of the elevators at the DFA Main storage areas and waste containers and disposal of trash to the trash ANA buildings; "Comply"
"Comply" Comply" "Comply"

26. 27. Keeping the stairways and entrances free of obstructions; Watering trees, indoor and outdoor plants and stems of

and maintaining of gardens; and flowers and cleaning of fresh flowers in vases. damp-wiping of artificial plants vases, pots and plant boxes

28 from clinical areas from the point of generation to the Collecting and transporting properly segregated wastes waste storage areas;

29 and tools; areas using appropriate personal protective equipment clinical areas of non-hazardous waste at the waste storage Assisting in the material recovery and disposal from

30 Proper lining of waste bins with appropriate plastic bags and changing them as necessary.

31 Sweeping parking areas; of, Driveways, premises of buildings and

22 Sweeping and cleaning of rubbish and leaves in surroundings; the

33 Emptying premises and cleaning waste/trash cans within the

35 Pulling of weeds;

concreted grounds. washing and sweeping with hard broom <u>ai</u>

### M WEEKLY PERIODIC SERVICES

polishing of all rooms/floors; Washing, scrubbing by the use of polishers, waxing and

M thorough cleaning of trash receptacles; of glass windows, glass doors, ashtrays and

high diffusers, and cleaning of air-conditioning units, venetian blinds, electric fan guards and filters,

4.5 Disinfecting of toilets, office rooms and certain areas;

containers including thermos; Thorough cleaning of toilet bowls, lavatory and water

Thorough general cleaning, sanitizing of and disinfecting

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of washrooms, toilets and public areas; Thorough cleaning of areas arou around the building

including gutters, roofing, etc.

φφ Taking out of indoor plants for sunlight exposure and Dusting of lighting fixtures suspended from the ceiling;

appropriate plants maintenance,

Washing and cleaning of the DFA Parking Plaza; and Polishing of DFA seal at the DFA Entrance Gate.

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ratings; dirt and stain removal) of all horizontal surface such as General cleaning (waxing and polishing, spot scrubbing, ramps, corridors, lobbies, stairways including

doors, glass walls; Thorough cleaning, scrubbing, dusting and damp-wiping surfaces such as walls, partitions, windows,

15 Thorough cleaning, washing and scrubbing of all rooms and comfort rooms facilities;

Vacuuming upholstered chairs and furniture and shampooing of carpers, rugs and

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6111 Albert St, Makati City
Tel No. 890-35-37/899-48
March 98 20014

- 17. General cleaning and disinfecting of all comfort rooms, Damp-wiping and cleaning and venetian blinds; of all air-con exhaust grills "Comply" "Comply"
- ₩ Thorough dusting-off and cleaning of office and equipment toilet bowls, urinals commodes and wash basins; furniture
- 19 fixtures and brass signages windows and panels, Cleaning and polishing of internal and external chandeliers and other Buttugu parts of
- 20 21 General Washing and drying of rubber matting;
  General cleaning (washing with detergent) cleaning (washing

of.

trash

- 22 Trimming ornamental plants/grasses; Cleaning gutters to prevent blockage of rain water;
- 23 24 25 Applying insecticides and cutting dry leaves; Bringing out all plants every Friday afternoon

### $\bigcirc$ MONTHLY PERIODIC SERVICES

- Dusting and removing of cobwebs from ceilings õť
- $\mathcal{V}$ premises; Cleaning of ornamental plants and polishing of metal
- $rac{\Delta}{\omega}$ General cleaning of draperies and blinds
- disease transmitting flying and crawling insects; Applying insecticides against mosquitoes and other
- Disinfecting and sanitizing all bath/comfort rooms

### $\Box$ QUARTERLY PERIODIC SERVICES

- Lighting fixtures covered by diffusers shall be removed, washed and returned/reinstalled.;
- Carpet shampooing at least every three (3) months
- Cleaning of ornamental plants;
- Dusting of inside walls, polishing and changing blinds, drapes and curtains; and
- Washing and polishing of window panels and glass

### MISCELLANEOUS SERVICES

X,

- premises Moving of office furniture and equipment within the
- 2 Deodorizing of offices/rooms and other areas as may be
- ω others; action such Reporting of defects requiring attention and immediate leaking faucets, busted bulbs among
- office relocation; Christmas parties and other Posting of additional jamitors during office anniversaries, special activities such as
- floors; Tending the indoor plants in the main lobby and in all
- 9 Providing extra supplies, tools and equipment not
- Providing scaffolding for window cleaning mentioned in the contract if the need arise; and
- ∞ ~1 activities Performing functions during meetings and other special conference such as moor, but not assisting limited to, cleaning preparation S.

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Tel No. 890-35-37/899-48/M March 28-2014 6111 Albert St. Makati City

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Philicare Manpower Services
6111 Albert St. Makati City
Tel No. 890-35-37/ 899-48

9. The janitorial services personnel assigned shall make the necessary report of all broken fixtures in the comfort rooms, hallways and stairs and other observations, which require the immediate attention of PMTD-EMS.
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10. checking of the quality of services being rendered by filling-up a checklist to be provided by DFA which should be counter signed by the concerned DFA offices. A supervisor should be assigned to conduct regular spot P.O. or A.O for validation.

assigned hours. No loitering shall be tolerated. The Janitors must use the facilities of the DFA properly, The Janitors must remain at their assigned stations during

that is, in accordance with the facilities intended use (e.g. Dishes should no t be washed in the comfort rooms, mops should not be washed at the urinals and washbasins, etc.

13 For vertical movements, janitors are allowed to use only the stairs, the elevators at the south wing annex and the service elevator of the main building.

14 upon request of the Department, shall furnish records of The Winning Bidder shall pay the SSS of employees and SSS payments

The Philippine labor laws. Winning Bidder must comply with all applicable

NBI, Police Clearance and Medical Certificate indicating that all janitorial employees are presentment upon request

by the Department

17. capability: Certificate and The Contractor/Bidder's janitorial personnel should take Philippine TVET Qualification and Certification System) to be submitted and presented during the actual opening (Completion of the competency requirements under the pass a each competency of Competency pecency exam to janitorial person personnel issued . determine must technical have TESDA

2 jamitorial services for at least ten (10) years from the date The Contractor must have existed as an agency offering of opening of bid "Comply"

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611 Albert St. Makati City. Tei No. 890-35-37/, 899-48/

### Ragawaran ng Ugnapang Panlabas



### Department of Foreign Affairs

### DEPARTMENT OF FOREIGN AFFAIRS

BIDS AND AWARDS COMMITTEE 2330 Roxas Boulevard, Pasay City Tel. Nos. 834-4116; Fax No. 831-9584 Email: bac.secretariat@dfa.gov.ph

### SUPPLEMENTAL / BID BULLETIN No. 1

PROJECT : Janitorial Services for FY 2014

Reference No. : PB-GS-001a-2014 ABC : PhP55,000,000.00

DATE : 03 March 2014

for the above-named This supplemental/bid bulletin Project on the following changes, particularly: is issued to provide prospective proponents/bidders

Technical Specifications:

Items 4 and 7 of Section

Items 4 and 7 of Section IV to read as follows:

٠.	TICILIS 4 dilu	/ U.	- Hellis 4 dild / Of Section I v to read as ionome:
	IV.	4	4. The Winning Bidder shall certify that its janitors are properly oriented/trained
٠,			on proper waste handling and segregation, and with basic awareness on
	-		gender sensitivity and anti-sexual harassment policies.
			The Winning Bidder shall also ensure that its janitors had undergone training
			on proper hygiene/good hygienic practices.
		7.	The Winning Bidder's personnel shall wear the official uniform issued by the
	-		winning bidder (free of charge), with ID and/or name plates. In no case shall
	-		duty unless necessary and with the approval of the Department's authorities
		·	concerned and while in their respective areas of work. The actions shall be
			limited to the duties and functions specifically assigned to them.

Also attached is the revised Deployment Schedule, Janitorial Equipment and Supplies, and Monthly Minimum Required Supplies and Materials (Annexes A, B and C), for the prospective bidders' information.

DFA-BAC will only accept bids from those who have paid the non-refundable bidding document fee of Fifty Thousand Pesos (Php50,000.00). Bidders shall indicate the amount paid and Official Receipt No. on the cover of their Bid Envelopes.

noon. All bids must be accompanied by a bid security in any of the acceptable forms in the amount stated in Section 27.2 of the IRR of RA No. 9184. Bids must be submitted to the DFA-BAC Secretariat Office on or before 11 March 2014, 12:00

floor, DFA Main Building, Roxas Boulevard, the DFA-BAC for this Project. Late bids shal Bid Opening shall be at 2:00 P.M. Late bids shall not be accepted. of 11 March 2014 (Tuesday) at the OUA Conference Room, 12<sup>th</sup> rd, Pasay City. No further revisions of schedules shall be made by

For the information and guidance of all concerned.

EVELYN D. AUSTRIA-GARCIA

Chairperson

Pasay City, 03 March 2014 PB-GS-004-2014

### ANNEX A

# DEPLOYMENT SCHEDULE OF JANITORIAL PERSONNEL (For DFA Main Building, OCA ASEANA and BSP)

TOTAL	BSP	New Building, OCA	Basement	Garbage Collector	Movers	Garden	Basketball Court	Roberts St.	Engineering Section	Transportation Section	CR Attendant	Property	Consular Records	Central Records	Operator	Southwing Groundfloor	Ground Floor	2nd Floor	3rd Floor	4th Floor	6th Floor Southwing	6th Floor	7th Floor	8th Floor	9th Floor	10th Floor	11th Floor	12th Floor	14th Floor	FLOOR	THE REAL PROPERTY OF THE PROPE
88		30				2	<b>,</b>		-	<b>,</b>		2	-			2	ယ	4	6	6	2	3	2	4	2	. 3	3	3	2	6:00 am-3:00 pm	
26					6						20																			8:00 am-5:00pm	
47	<b>.</b>	21	-	w	3	2					2						1	julium, in	2	2		ļ.	) paper	j	pan-k	in the second se	-	<b>—</b>		11:00 am-8:00 pm	





METRO MANILA / NCR	DESCRIPTION	NO. OF MANPOWER
ASEANA	Supervisor	2
DFA Main	Supervisor	4
SM Mega Mall	Janitor/Janitress	6
Robinson Galleria	Janitor/Janitress	4
SM Manila	Janitor/Janitress	6
Alabang Town Center	Janitor/Janitress	, ^ <b>4</b>
Ali Mall	Janitor/Janitress	. 4
	TOTAL	30

41	NNEL (RCO's)	TOTAL PERSONNEL (RCO's)
2	Janitors/Janitress	RCO Cotabato
2	Janitors/Janitress	RCO Socsargen
2	Janitors/Janitress	RCO Butuan
Ç,	Janitors/Janitress	RCO Davao
2	Janitors/Janitress	RCP Cagayan de Oro
2	Janitors/Janitress	RCO Zamboanga
Ų	Janitors/Janitress	RCO Tacloban
2	Janitors/Janitress	RCO Cebu
2	Janitors/Janitress	RCO Bacolod
2	Janitors/Janitress	RCO Iloilo
2	Janitors/Janitress	RCO Legaspi
2	Janitors/Janitress	RCO Puerto Princesa
2	Janitors/Janitress	RCO Lucena
ķ	Janitors/Janitress	RCO San Fernando
2	Janitors/Janitress	RCO Batangas
2	Janitors/Janitress	RCO Clark Field
2	Janitors/Janitress	RCO Tuguegarao
2	Janitors/Janitress	RCO La Union
2	Janitors/Janitress	CAR-RCO Baguio
NO. OF MANPOWER	DESCRIPTION	REGIONAL CONSULAR OFFICES (RCOs)

TOTAL 232

### ANNEX B

JANITORIAL EQUIPMENT AND SUPPLIES
(Janitorial supplies must be delivered by the Contractor to the Department of Foreign Affairs and inspected and accounted for by Property Officers of the Department)

### II. JANITORIAL EQUIPMENT AND SUPPLIES

TO LO Louis Library VE A DI V	Ohantity
ECCIT TABLE TO THE PROPERTY OF	Five (5) I'nits
Transplate Floor Polisher (16")	Twenty (25) Units
Wet and Dry Industrial Vacuum Cleaner (32L)	Two (2) Units
Marble Wall Polisher w/ Pad Holder	Four (4) Units
Description:	
Rubber backing plate - 170mm	
Polishing sponges - 160 mm	5
Power input - 850 w	
Load Speed - 1,950 rpm	
Weight - 3.2 kg	
Garbage Push Cart Heavy Duty	2 Units
Rake	2 Pcs
Garbage Bins With Tires (Blue)	20 Pcs
Garbage Bins With Tires (Green)	20 Pcs
Liquid Soap Dispenser	
Vacuum Cleaner Portable	Thirteen (13) Units
Pressure Washer 1,500 psi	1 WO (2) Units
Garden water hose with sprinkles (heavy duty)	1 wo(2) ∪nits, 100m and 150 m
Aluminum Step Ladder	
4 ft.	Three (3) Units
6 ft	Three (5) Units
8 ft.	Three (3) Units
10 ft.	Two (1) Units
18 ft.	Two (1) units
Plastic Pushcart (large)	Twelve (12) Units
Waste Receptacles with tires	I hrity (30) Units
Glass squeegee (heavy duty)	I hirty (30) Units
Spatula	Fifty (50) pcs.
Gardening Scissors	Three (3) Units
Grass Cutter Heavy Duty	1 Unit
Pruning Shears	Two (2) Units
"CAUTION" Sign	Fourty (40) Units
Mop Squeezers	
Step-on Containers	One Hundred Thirty 130 Units
Bundy Clock	Two (2) Units
Spade/shovel	Two (2) Units
Facial Tissue Box Dispenser	100 Boxes
Additional Tools	
Screw Driver (Heavy Duty)	1 set
Plier	1 pc.
Long Nose	1 pc.



Cutter	1 pc
Ball Hammer	l pc.
Claw Hammer	l pc.
Hacksaw Frame	l pc.
Hacksaw Balade	10 Pcs
Wood Saw	l pc.
Bareta Cabra	1 pc.
Flat Chisel	1 pc.
Electric Drill with set of Drill Bit	l pc.
Grider w/ Cutting Disk and Grinding Disk	l pc.
Buffing Equipment	l pc.
	5 pcs.

	4 gals	Wax Stripper (Step Off J&J or equivalent)
	75 boxes	Toilet Paper
-	20 gals	TBC Go Getter (Johnson Diversy or equivalent)
	100 Box (50 pairs/box)	Surgical Gloves
	10 pcs	Stripping Pad 16 x10 pads (glit or equivalent)
	2 gals	Stain Remover (penguin or equivalent)
	50 pcs	Soft Broom (LMS or equivalent)
	10 gals	Sealer Wax (Over and Under)
	2 pcs	Scrubbing pad 20x10 pads (glit or equivalent)
	10 pcs	Scrubbing pad 16x10 pads (glit or equivalent)
	50 pcs	Scotch Brite (green pad or equivalent)
	800 pcs	Sando Bag (plasticell or equivalent)
	100kgs	Powdered Soap (penguin or equivalent)
	2 pcs	Polishing Pad 20x10 pads (glit or equivalent)
	15 pcs	Polishing Pad 16x10 pads (glit or equivalent)
	30 kls.	Ordinary Round Rugs (ARO or equivalent)
•	100pcs	Mop Head (penguin or equivalent)
	30 cans	Metal Polish (MC or equivalent)
	3 gals	Marble Crystalizer (Terranova J&J or equivalent)
٠	4 doz.	Good Morning Towels
	20 gals	Glass Cleaner (penguin or equivalent)
	5 gals	Furniture Polish (penguin or equivalent)
	15 gals	Floor Maintainer (Snap Back J&J or equivalent)
	40 pcs	Flannel Cloth 1 ft. x 1.5 ft. (ARO or equivalent)
	200 rims	Fine Steel Wool (penguinor equivalent)
	10 gals	Emulsion Wax (Complete J&J or equivalent)
	150 pcs	Deodorant Cake (penguin or equivalent)
	20 gals	Concentrated Liquid Diswashing Soap
•	100 gals	Concentrated Liquid Handsoap (penguin or equivalent)
	30 kgs	Cleanser (penguin or equivalent)
	30 gals	Cholox (Alyson or equivalent)
	10 gals	Carpet Shampoo (penguin or equivalent)
	1500 pcs	Black Bag XXL (plasticell or equivalent)
•	30 tubes	Air Fresh Tube (glade or equivalent)
	30 gals	Air Freshener (Downy Scent)
	30 gals	Air Fresh Liquid
	Quantity	SUPPLIES (To be delivered MONTHLY)

Facial Lissue (Nicency)	T-i-1 Ticana (Visanav)	
	2.500 boxes	

STIPPI IES (To be delivered OUARTERLY)	Quantity
The Aller Man Crinton	10 pcs
Dust Moby Lian Isrop System	
Ceiling Broom (LMS or equivalent)	6 pcs
Totlet Bowl Plunger (LMS or equivalent)	6 pcs
Spray (Jun Chappy or equivalent)	13 pcs
Opin Cum (Month) or a farming	30 Pre
Mop Handle	30 FCS
Stick Broom (LMS or equivalent)	16 pcs
Dust pan (happy or equivalent)	50 pcs
Toilet Rowl Brush (mansion or equivalent)	30 pcs
Push Brush	20 pcs

#### NOTES:

- The bidder/s shall determine the costs of supplies/materials per building or unit based on its site inspection and the herewith Standard of Cleanliness and in no case the amount should not be less than P700.00 per janitor per month. Supplies to be used must be Department of Trade and Industry (DTI) recognized brands.
   Ten Percent (10%) Administrative Fee as per DOLE Department Order No. 18-A s. 2011 under Sec. 9.ii.
- Other types of supplies/materials may be added by the bidder as he/she may deem necessary.
  Bid proposals of those who fail to site inspect shall be at their own risks.
  TO BE INCLUDED IN ENVELOPE "B" FINANCIAL COMPONENT



### ANNEX C

		20 000	-	4
		30 pcs	_	42
		30 pcs	-	41
		50 pcs	_	40
		50 pcs	1	39
		50 pcs	1	58
		50 pcs	-	3 0
		150 pcs		370
		20 pcs	+	3 0
		20 pcs	$\downarrow$	3 0
		40 000	+	2 3
		70 x60	_	J.
		30 kgs	!	32
		3 dozens	_	31
		40 pcs	ļ	30
		200 reams	-	29
		2 pcs	-	28
		2 pcs	Dalighing Pad (20"	17
		10 pcs	Scrubbing Pad (16" x 10 Pads)	3 10
~		Sold 07	Polishing Pad (16" x 10 Pads)	35
		30 000	Stripping Pad (16" x 10 pags)	25
	-	15 pcs	Metal Polish	24
		60 cans	Sando Plastic Bag	23
		800 pcs	Extra Large Black Last Page	22
		1500 pcs	Diswasning Liquid Soap	21
		20 Gals	Liquid Hand Soap	20
		100 gals	Cleansel	19
		50 kgs	FOWHEREN South	18
		100 kgs	The Land Coan	
		100 pes	Mon Head	17
		100 200	Glass Cleaner	15
		30 cals	Air Freshener Tube (Aerosol)	14
		100 pcs	Mor	13
		20 ncs	Stain Remover	12
		2 gals	Furniture Polish	11
		10 gals	Carpet Shampoo	10
		10 gals	TBC Go Geeter	9
		20 gals	Chlorox	∞
		20 gals	Marble Crystallizer (Terranic	7
		3 gals	Wax Stripper ( Step Off 1827)	6
		4 gais	Floor Maintainer (Single Succession)	C.
		10 gals	Emulsion was	4
-		10 gals	Sealer Wax (Over alla China)	(1)
		10 gals	Facial Lissue (Niconey)	2
		2,500 boxes	Toilet Paper 75 bags of 10118	
7		75 Bags	0 112	TEM
ì	UNIT COST	QUANTITY	DESCRIPTION	
TOTAL		DOCTATION	MONTHLY MINIMUM REQUIRED SOFT LIES	
	n MATERIALS	No Sell territory		ĺ



### Department of Foreign Affairs

### DEPARTMENT OF FOREIGN AFFAIRS

BIDS AND AWARDS COMMITTEE
2330 Roxas Boulevard, Pasay City
Tel. Nos. 834-4116; Fax No. 831-9584

Tel. Nos. 834-4116; Fax No. 831-936 Email: bac.secretariat@dfa.gov.ph

### SUPPLEMENTAL / BID BULLETIN No. 2

PROJECT : Janitorial Services for FY 2014

Reference No. : PB-GS-004-2014 ABC : PhP55,000,000.00

ABC : PhP5,000,000.

DATE : 19 March 2014

proponents/bidders for the above-named Project on the following changes, particularly on the This supplemental/bid bulletin S issued ರ provide information ದ the prospective following:

- Annexes A and B pertaining to the Deployment Schedule, and Janitorial Equipment and Supplies were revised (see enclosed Annexes), while Annex Documents.  $\Box$ will no longer form part of the Bidding
- activities: Prospective bidders are likewise informed that the DFA-BAC has rescheduled the following

28 March 2014 Friday, 12:00 noon	Deadline for Submission of Bids	
28 March 2014 Friday, 2:00 pm	Opening of Bids	

DFA-BAC will only accept bids from those who have paid the non-refundable bidding document fee of Fifty Thousand Pesos (Php50,000.00). Bidders shall indicate the amount paid and Official Receipt No. on the cover of their Bid Envelopes.

Bids must be submitted to the DFA-BAC Secretariat Office on or before 28 March 2014, 12:00 noon. All bids must be accompanied by a bid security in any of the acceptable forms in the amount stated in Section 27.2 of the IRR of RA No. 9184.

12th floor, DFA Main Building, Roxas Boulevard, Pasay City. No furth made by the DFA-BAC for this Project. Late bids shall not be accepted. Bid Opening shall be at 2:00 P.M. of 28 March 2014 (Friday) at the OUA Conference Room, No further revisions of schedules shall be

For the information and guidance of all concerned.

EVEKYN D. AUSTRIA-GARC

Pasay City, 19 March 2014 PB-GS-004-2014

2330 Moxes 獨lud., Pasay City, 1300 Philippines 0 Tel. Ma. 834-4000 0 www.bfa.gob.ph

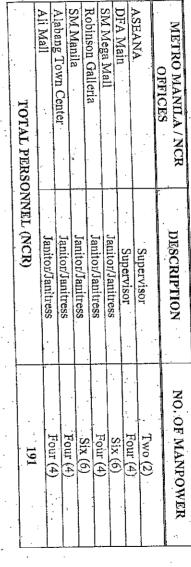
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ANNEX A

# DEPLOYMENT SCHEDULE OF JANITORIAL PERSONNEL (MONDAY-SATURDAY)

TOTAL	BSP	New Building, OCA	Basement	Garbage Collector	Movers	Garden	Basketball Court	Roberts St.	Engineering Section	Transportation Section	CR Attendant	Property	Consular Records	Central Records	Operator	Southwing Groundfloor	Ground Floor	2nd Floor	3rd Floor	4th Floor	6th Floor Southwing	6th Floor	7th Floor	8th.Floor	9th Floor	10th Floor	11th Floor	12th Floor	14th Floor	FLOOR	
88		30				2						2			1	2	u	4	6	6	2	υs	2	4	2	33	3	3	. 2	6;00 am-3:00 pm	
20	37					χ.					20								-											8:00 am-5:00pm	
	47		21	-	س	, L. L.	. ?				de la companya de la	3					1		<u>.</u>	2	3	j.,	- J	<b>.</b>	mA. Ja	j.	· · ·		jun de la constante de la cons	TT:00 alw-9:00 bin	איזי ממידיד ממיאי

45	TOTAL PERSONNEL (RCO's)	TOTAL PERSO
(7) OW T	Janitors/Janitress	RCO Cotabato
T::(2)		General Santos
100(2)	Janitors/Janitress	RCO Socsargen -RCO
Two (2)	Janitors/Janitress	RCO Butuan
Four (*)	Janitors/Janitress	RCO Davao
I WO (2)	Janitors/Janitress	RCP Cagayan de Oro
(2) 0W1	Janitors/Janitress	RCO Zainboanga
I mree (2)	Janitors/Janitress	RCO Tacloban
Times (2)	Janitors/Janitress	RCO Cebu
1W0(2)	Janitors/Janitress	RCO Bacolod
I WO (2)	Janitors/Janitress	RCO Iloilo
I Wo (2)	Janitors/Janitress	RCO Legaspi
1wo(2)	Janitors/Janitress	RCO Puerto Princesa
1 WO (2)	Janitors/Janitress	RCO Lucena
Two (2)	Janitors/Janitress	RCO San Fernando
1 Wo (2)	Janitors/Janitress	RCO.Batangas
Two (2)	Janitors/Janitress	RCO Clark Field
Two (2)	.Janitors/Janitress	RCO Tuguegarao
1wo(2)	Janitors/Janitress	RCO La Union
Two (2)	Janitors/Janitress	CAR-RCO Baguio
NO. OF MANPOWER	DESCRIPTION	REGIONAL CONSULAR OFFICES (RCOs)



### ANNEX B

JANITORIAL EQUIPMENT and SUPPLIES
(Janitorial supplies which must be delivered by the Contractor directly to the Department and inspected by the Property Office)

### JANITORIAL EQUIPMENT AND SUPPLIES

	Long Nose
1 pc.	11010
1 pc.	Diara
set	Screw Driver (heavy duty)
	Additional Tools for Janitorial
100 Boxes	Facial Tissue Box
1 WO (2) Online	Spade/shovel (pala)
Two (2) Third	Bundy Clock
Two (2) Unite	Step-on Containers
- 15	Mop Squeezers
Fourty (40) Units	"CAUTION" Sign
Two (2) Cities	Pruning Shears
Times (3) Cinis	Gardening Scissors
Tilly (30) pos	Spatula
Timity (50) page	Glass squeegee (heavy duty)
Thirty (30) Units	Waste Receptacles with tires
Thelity (20) Thits	Plastic Pushoart (large)
Two (4) Units	18 ft.
Two (2) units	10 ft.
Two (2) Units	8 10.
Three (3) Units	11 0
Three (3) Units	+16
Three (3) Units	A. f)
	Aluminum Step Ladder
m	Garden water hose with sprinkles (heavy duty)
Two (2) Units, 100m and 150	A is word of state and the state of the stat
Two (2) Units	Pressure Washer 1,500 psi
	Vacuum Cleaner
	Weight - 3.2 kg
	Load Speed - 1,950 rpm
	Power input - 850 w
	Polishing sponges - 160 mm
	Rubber backing plate - 170mm
	Description:
A CAST	Marble wall polisher w/pad holder
Four (4) Units	Wet and Dry Industrial Vacuum Creater (324)
Two (2) Units	Heavy Duty Floor rousies (10)
Twenty (20) Units	Heavy Duty Floot colonia (1, 5, 5)
Five (5) Units	Transport Floor Polisher (17" or 18")
Five (5) Units	Heavy Duty Floor Polisher (20")
Quantity	EQUIPMENT (To be delivered YEARLY)
The state of the s	

	-	Wire Brush 4"
	5 pcs.	1) 11 11 11 18 1-14 (the transport
	1 000	Buffing Fauinment
-	<u>-</u>	Glinder W/ Chillis Diox was Criminate
	L pc.	Cutting Dick and Grinding Disk
	1 33	Electric Drill
	l pc.	ZIGI CIIIOVI
	,	That Chical
	l ne	Bareta Cabra
	L pc.	
		Wood Saw
	1 00.	Hacksaw W/ Utaus (apare)
	1 000	The last (more)
	3	Claw Hammer
	l pc.	Dall Indiana
	100:	Ball Hamner
	1 inc	Cutter
	ı pc.	

	Facial Tissue (Kleenex or equivalent)
2500 boxes	Wax Stripper (J&J Step OII of equivalent)
4 gals	L'oilet Paper
150 boxes	TOTAL DOM! CEcanics (Oc. Comme
20 gals	To the Bowl of eaner (Go Getter of equivalent)
15 pcs	Strinning Pad 16"x10" pads (Glit or equivalent)
2 gais	Stain Remover (Penguin or equivalent)
40 pcs	Spray Gun (Happy or equivalent)
50 pcs	Soft Broom (LMS or equivalent)
10 gals	Sealer Wax (Over and Under)
2 pcs	Scrubbing pad 20"x10" pads (Glit or equivalent)
10 pcs	Scrubbing pad 16"x10" pads (Glit or equivalent)
50 pes	Scouring pad (Green pad or equivalent)
800 pcs	Sando Bag (Plasticell or equivalent)
100kgs	Powdered Soap (Penguin or equivalent).
2 pcs	
20 pcs	Polishing Pad 16"x10" pads (Glit or equivalent)
30 kls.	Ordinary Round Rags (ARO or equivalent)
100pcs	Mon Head (Penguin or equivalent)
ou cans	Metal Polish (MC or equivalent)
3 gals	Marble Crystalizer (J&J Terranova or equivalent)
4 doz.	"Good Morning" Towels
ZO gals	£ D
TO Bars	Furniture Polish (Penguin or equivalent)
10 00413	Floor Maintainer (I&J Snap Back or equivalent)
15 mais	Flannel Cloth 1 ft. x 1.5 ft. (ARO or equivalent)
AO non	Fine Steel Wool (Penguin or equivalent)
10 gais	Emulsion Wax (J&J Complete or equivalent)
10 pcs	Deodorant Cake (Penguin or equivalent)
120 gais	Concentrated Liquid Handsoap (Penguin or equivalent)
50 Kgs	Cleanser (Penguin or equivalent)
<b>30 हवार</b>	Chlorox (Alyson or equivalent)
10 8415	Carpet Shampoo (Penguin or equivalent)
10 male	Black Bag XXL (Plasticell of equivalent)
1500 pes	Air Freshener Tube (Glade of equivalent)
100 tubes	Air Freshener (Downy Scenica of equivalent)
30 gals	Air Freshener Liquid
30 gals	1
Quantity	SUPPLIES (To be delivered MONTHLY)



SUPPLIES (To be delivered QUARTERLY)	Quantity
TILL I Jan Cristan	20 pcs
Dust Mop/Hat Mop System	20 pcs
Ceiling Broom (Livis of equivariant)	20 pcs
Toilet Bowl Flunger (Livis of churching)	50 pcs
Stick Broom (111181118) (Tivis of edit mension)	40 pes
Spray Gun (Happy or equivalent)	30 nes
Mop Handle	SO nos
Dust pan (Happy or equivalent)	30 505
Toilet Bowl Brush (Mansion or equivalent)	20,000
Push Brush	20,903

#### NOTES:

- The bidder/s shall determine the costs of supplies/materials per building or unit based on its site inspection and the herewith Standard of Cleanliness and in no case the amount should not be less than P700,00 per janifor per month. Supplies to be used must be Department of Trade and Industry (DTI) recognized brands.
  Ten Percent (10%) Administrative Fee as per DOLE Department Order No. 18-A s. 2011 under Sec. 9.ii.
  Other types of supplies/materials may be added by the bidder as he/she may deem necessary.
  Bid proposals of those who fail to site inspect shall be at their own risks
  Bid proposals of those who fail to site inspect shall be at their own risks

# V. General Conditions of Contract

### Notes on the General Conditions of Contract

Section IV. General Conditions of Contract (GCC) should be read in conjunction with Section V. Special Conditions of Contract (SCC) and other documents listed therein. Both the GCC and the SCC enumerates all the rights and obligations of the parties.

It is understood that the Bidder, by submitting a bid for the Project, has understood and agrees to all the terms and conditions contained in both the GCC and the SCC.



### TABLE OF CONTENTS

20. SETTLEMENT OF PASTOLES  21. LIABILITY OF THE SUPPLIER  22. FORCE MAJEURE  23. TERMINATION FOR DEFAULT  24. TERMINATION FOR INSOLVENCY		10. PAYMENT		<ol> <li>DEFINITIONS</li></ol>
	MANCE	AYMENTINFORMATION	ING SOURCE	



#### Definitions

- In this Contract, the following terms shall be interpreted as indicated:
- (a) incorporated by reference therein. parties, including all attachments and appendices thereto and all documents Entity and the Supplier, as "The Contract" means the agreement entered into between the Procuring recorded in the Contract Form signed by the
- "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- <u></u> to provide to the Procuring Entity under the Contract. other materials and/or general support services which the Supplier is required "The Goods" means all of the supplies, equipment, machinery, spare parts,
- (b) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- <u>e</u> "GCC" means the General Conditions of Contract contained in this Section.
- (f) "SCC" means the Special Conditions of Contract
- 9 "The Procuring Entity" means the organization purchasing the Goods, as named in the  $\underline{SCC}$ .
- (h) "The Procuring Entity's country" is the Philippines.
- $\odot$ and named in the SCC firm supplying/manufacturing the Goods and Services under this Contract "The Supplier" means the individual contractor, manufacturer distributor, or
- 9 The "Funding Source" means the organization named in the  $\underline{SCC}$
- 乏 "The Project Site," where applicable, means the place or places named in the
- (1) "Day" means calendar day
- (m)Supplier of the Notice to Proceed or the date provided in the Notice to Proceed. Performance of all obligations shall be reckoned from the Effective The "Effective Date" of the contract will be the date of receipt by the Date of the Contract,
- $\Xi$ of grounds or causes for termination and expl recommendation for the issuance of a Notice to Terminate. "Verified Report" refers to the report submitted by the Implementing Unit to

Corrupt, Fraudulent, Collusive, and Coercive Practices

5

26

- Unless otherwise provided in the SCC, the Procuring Entity as well as the bidders, contractors, or suppliers shall observe the highest standard of ethics during the procurement and execution of this Contract. In pursuance of this policy, the Procuring
- (a) follows: defines, for the purposes of this provision, the terms set forth below as

 $\Xi$ 

- position in which they are placed, and it includes the offering, giving, public or private sectors by which they improperly and unlawfully "corrupt practice" transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and any such official in the procurement process or in contract execution; receiving, or soliciting of anything of value to influence the action of enrich themselves, others, or induce others to do so, by misusing the similar acts as provided in Republic Act 3019. on behalf of the means behavior on the part of officials in the Government, into any contract or
- $\Xi$ detriment of the Procuring Entity, and includes collusive practices influence a procurement process or the execution of a contract to the "fraudulent practice" means a misrepresentation of facts in order to the Procuring Entity of the benefits of free and open competition. establish bid prices at artificial, non-competitive levels and to deprive among Bidders or after bid submission) designed
- (E) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels.
- (iv) or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract; "coercive practices" means harming or threatening to harm, directly
- (v) "obstructive practice" is
- (aa) deliberately destroying, falsifying, altering or concealing of order to materially impede an administrative proceedings or investigation or making false statements to investigators in allegations of a corrupt, fraudulent, government/foreign or international financing institution into from pursuing such proceedings or investigation; or relevant to the administrative proceedings or investigation or party to prevent it from disclosing its knowledge of matters practice; and/or threatening, investigation of the material to Procuring an administrative harassing or intimidating any Entity coercive or collusive or proceedings any
- (bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

- 3 purposes of competing for the contract for award has engaged in any of the practices mentioned in this Clause for will reject a proposal for award if it determines that the Bidder recommended
- 2.2. Further the Funding Source, Borrower or Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available any of the practices mentioned in GCC Clause 2.1(a). under the applicable law on individuals and organizations deemed to be involved with

# Inspection and Audit by the Funding Source

The Supplier shall permit the Funding Source to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

## 4. Governing Law and Language

- 4.1. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines
- 4.2. and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract exchanged by the parties shall be written in English. This Contract has been executed in the English language, which shall be the binding

#### Notices

- 5.1. deemed to have been given or made when received by the concerned party, either in this Contract shall be in writing Any notice, request, or consent required or permitted to be given or made pursuant to when delivered and duly received or on the notice's effective date, whichever is later. facsimile to such Party at the address specified in the SCC, which shall be effective or through an authorized representative of the or when sent by registered mail, telex, Any such notice, request, or consent shall be Party telegram, or
- 5.2. A Party may change its address for notice hereunder by giving the other Party notice of such change pursuant to the provisions listed in the SCC for GCC Clause 5.1.

#### 6. Scope of Contract

- 6.1. The GOODS and Related Services to be provided shall be as specified in Section VI. Schedule of Requirements
- 6.2. can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. Any additional requirements for the completion of this Contract shall be provided in the SCC. This Contract shall include all such items, although not specifically mentioned, that

#### Subcontracting

7.1. servants or workmen as fully as if these responsible for the acts, defaults, the Supplier of any liability or obligation under this Contract. Subcontracting of any portion of the Goods, if allowed in the BDS, does not relieve negligence, or those of its agents, servants or workmen and negligence of any subcontractor, its agents, were the Supplier's own acts, defaults, or The Supplier will be

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7.2 implementation of this Contract, subject to conqualifications and the approval of the Procuring Entity. Subcontractors disclosed and identified during the bidding may be changed during the compliance

# 8. Procuring Entity's Responsibilities

- 8.1. effort to assist the Supplier in complying with such requirements in a timely and Whenever the performance of the obligations in Supplier obtain expeditious manner Procuring Entity shall, if so needed by the Supplier, make its best permits, approvals, import, and other this licenses from local public Contract requires that
- 8.2. The Procuring Entity shall pay all costs involved in the performance responsibilities in accordance with GCC Clause 6. of

#### 9 Prices

- 9.1. For the given scope of work in this Contract as awarded, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR or except as provided in this Clause.
- 9.2 this Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any change in price resulting from a Change Order issued in accordance Prices charged by the Supplier for Goods delivered and/or services performed under with GCC Clause 29.

#### 10. Payment

- 10.1. prior approval of the President no payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract. Ten percent (10%) of the amount of each payment shall be retained by the Procuring Entity to cover the Supplier's warranty obligations under this Contract as described in Payments shall be made only upon a certification by the Head of the Procuring Entity terms of this Contract and have been duly inspected and accepted. to the effect that the Goods have been rendered or delivered in accordance with the GCC Clause 17. Except with the
- 10.2. The Supplier's request(s) for payment shall be made to the writing, accompanied by an invoice describing, as appropriate, the Goods delivered and/or Services performed, and by documents submitted pursuant to the SCC provision for GCC Clause 6.2, and upon fulfillment of other obligations stipulated in this Contract. Procuring Entity in
- 10.3.Pursuant to GCC Clause 10.2, payments shall be made promptly by the Procuring Entity, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.
- 10.4.Supplier under this Contract shall be in Philippine Pesos Unless otherwise provided in the SCC, the currency in which payment is made to the



# Advance Payment and Terms of Payment

- 11.1. not exceed fifteen percent (15%) of the Contract amount, unless otherwise directed by the President or in cases allowed under Annex "D" of RA 9184. Advance payment shall be made only after prior approval of the President, and shall
- 11.2. For Goods supplied from abroad, the terms of payment shall be as follows:
- **a** On Contract Signature: Ten percent (10%) of the Contract Price shall be paid within sixty (60) days from signing of the Contract and upon submission of a claim and a bank guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in Section VIII. Bidding Forms
- 3 On Delivery: Seventy percent (70%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of receipt of the Goods and upon submission of the documents (i) through (vi) specified in the SCC provision on Delivery and Documents
- <u>@</u> On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier within sixty (60) days after the date of submission of the acceptance and inspection certificate for the respective delivery issued by the Procuring Entity's authorized representative. payment of the remaining twenty percent (20%) subject to the Procuring shown on the delivery receipt the event that no inspection or acceptance certificate is issued by the Procuring Documents Entity's own verification of the reason(s) for the failure to issue documents (vii) and (viii) as described in the SCC provision on Delivery and Entity's authorized representative within forty five (45) days of the date Supplier shall have the right to claim
- latter has been fully exhausted All progress payments shall first be charged against the advance payment until the

#### 12. Taxes and Duties

taxes, stamp duties, license fees, and other such levies imposed for the completion of The Supplier, whether local or foreign, shall be entirely responsible for all the necessary

## 13. Performance Security

- 13.1. Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any the forms prescribed in the ITB Clause 33.2. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring later than the signing of the contract by both parties, the
- 13.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.
- 13.3 The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance
- 13.4 The performance security may be released by the Procuring Entity and returned to the Supplier after the issuance of the Certificate of Final Acceptance subject to the following conditions:

- (a) by the Procuring Entity; There are no pending claims against the Supplier or the surety company filed
- 3 Supplier has no pending claims for labor and materials filed against it;
- (c) Other terms specified in the SCC.
- 13.5 proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security. In case of a reduction of the contract value, the Procuring Entity shall allow

# 14. Use of Contract Documents and Information

- The Supplier shall not, except for purposes of performing the obligations in this purposes of such performance. shall be made information furnished by or on behalf of the Procuring Entity. or any provision thereof, or any specification, plan, drawing, pattern, Contract, without the Procuring Entity's prior written consent, disclose this Contract, in confidence and shall extend only as far as may be necessary for Any such disclosure sample, or
- 14.2 Any document, other than this Contract itself, enumerated in GCC Clause 14.1 shall remain the property of the Procuring Entity and shall be returned (all copies) to the Procuring Entity on completion of the Supplier's performance under this Contract if so required by the Procuring Entity.

#### Standards

Section VII. Technical Specifications; and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the institution concerned. Goods provided under this Contract shall conform to the standards mentioned in

### 16. Inspection and Tests

- 16.1. The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost manner, of the identity of any representatives retained for these purposes to the Procuring Entity. The <u>SCC</u> and Section VII. Technical Specifications shall specify what inspections and/or tests the Procuring Entity requires and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely
- 16.2. shall be furnished to the inspectors at no charge to the Procuring Entity. The shall provide the Procuring Entity with results of such inspections and tests. reasonable facilities and assistance, including access to drawings and production data If applicable, destination Supplier or If conducted on the premises of the Supplier or its subcontractor(s), all its subcontractor(s), at point of delivery, and/or the inspections and tests may be conducted on the premises of the at the goods'
- 16.3. The Procuring Entity or its designated representative shall be entitled to attend the attendance including, but not limited to, all traveling and board and lodging expenses tests and/or inspections referred to in this Clause provided that the Procuring Entity shall bear all of its own costs and expenses incurred in connection with such



- 16.4. notice pursuant to GCC Clause 5 The Procuring Entity may reject any Goods or any part thereof that fail to pass any repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a necessary to meet the specifications at no cost to either rectify or replace such rejected Goods or parts thereof or make alterations test and/or inspection or do not conform to the specifications. the Procuring Entity, and shall The Supplier shall
- 16.5 or any part thereof, nor the attendance by the Procuring Entity or its representative, shall release the Supplier from any warranties or other obligations under this The Supplier agrees that neither the execution of a test and/or inspection of the Goods Contract. or other obligations under this

#### 17. Warranty

- 17.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of Procuring Entity provides otherwise. the most recent or current models, and that they incorporate all recent improvements in design and materials, except when the technical specifications required by the
- no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination. Supplier further warrants that all Goods supplied under this Contract shall have
- 17.3. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period specified in the the Contract Price or other such amount if so specified in the SCC. provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met. shall only be released after the lapse of the warranty period specified in the SCC; final payment, or a special bank guarantee equivalent to at least ten percent (10%) of either retention money in an amount equivalent to at least ten percent (10%) The obligation for the warranty shall be covered by, at the Supplier's option, of the
- 17.4 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, within the period specified in the SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Procuring Entity.
- 17.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in GCC Clause 17.4, the prejudice to any other rights which the Procuring Es Supplier under the Contract and under the applicable law. remedial action as may be necessary, at the Supplier's risk and expense and without Procuring Entity may proceed to take Procuring Entity may have against the

# 18. Delays in the Supplier's Performance

- Delivery of the Goods and/or performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Entity in Section VI. Schedule of Requirements
- 18.2. Subcontractor(s) should encounter conditions impeding timely delivery of the Goods and/or performance of Services, the Supplier shall promptly notify the Procuring Entity in writing of the fact of the delay, its likely duration and its cause(s). tune the performance of this Contract, the Supplier

under GCC Clause 22, the Procuring Entity shall evaluate the situation and may extend the Supplier's time for performance, in which case the extension shall be ratified by the parties by amendment of Contract. as practicable after receipt of the Supplier's notice, and upon causes provided for

18.3 Except as provided under GCC Clause 22, a delay by the Supplier in the performance of its obligations shall render the Supplier liable to the imposition of liquidated of its obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 19, unless an extension of time is agreed upon pursuant to GCC Clause 29 without the application of liquidated damages.

### 19. Liquidated Damages

performance. The maximum deduction shall be ten percent (10%) of the amount of contract. percent of the cost of the unperformed portion for every day of delay until actual delivery or to its other remedies under the Goods and/or to perform the Services within the period(s) specified in the continuous of duly granted time extensions if any, the Procuring Entity shall, without prejudice inclusive of duly granted time extensions if any, the Procuring Entity shall, without prejudice inclusive of duly granted time extensions if any, the applicable law, deduct from the Subject to GCC Clauses 18 and 22, if the Supplier fails to satisfactorily deliver any or all of GCC Clause 23, without prejudice to other courses of action and remedies open to it. the maximum is reached, the Procuring Entity shall rescind the Contract pursuant to liquidated damages, the applicable rate of this Contract and under the applicable law, deduct within the period(s) specified in this Contract one tenth (1/10) of one (1)

## 20: Settlement of Disputes

- If any dispute or difference of any kind whatsoever shall arise between the Procuring Entity and the Supplier in connection with or arising out of this Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual
- 20.2. such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter If after thirty (30) days, the parties have failed to resolve their dispute or difference by be commenced unless such notice is given provided, as to the matter in dispute, and no arbitration in respect of this matter may
- 20.3. arbitration has been given in Any dispute or difference in respect of which a notice of intention to commence under this Contract. Arbitration may be commenced prior to or after delivery of the Goods accordance with this Clause shall be settled by
- 20.4. In the case of a dispute between the Procuring Entity and the Supplier, the dispute shall be resolved in accordance with Republic Act 9285 ("R.A. 9285"), otherwise known as the "Alternative Dispute Resolution Act of 2004."
- 20.5. Notwithstanding any reference to arbitration herein, the parties shall continue perform their respective obligations under the Contract unless they otherwise agreand the Procuring Entity shall pay the Supplier any monies due the Supplier.

## 21. Liability of the Supplier

21.1. The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines, subject to additional provisions, if any, set forth in the



21.2. Except in cases of criminal negligence or willful misconduct, and in the case of infringement of patent rights, if applicable, the aggregate liability of the Supplier to the Procuring Entity shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

#### Force Majeure

- 22.1. damages, or termination for default if and to the extent that the Supplier's delay in performance or other failure to perform its obligations under the Contract is the result The Supplier shall not be liable for forfeiture of its performance security, liquidated of a force majeure.
- 22.2. For purposes of this Contract the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which the Contractor could not have foreseen, or which exercise of reasonable diligence by the Contractor. conditions; and any other cause the effects of which could have been avoided with the though foreseen, was inevitable. fires, floods, epidemics, quarantine restrictions, and freight embargoes limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, It shall not include ordinary unfavorable weather Such events may include, but not
- 22.3 reasonable alternative means for performance not prevented by the force majeure. obligations under the Contract as far as is reasonably practical, and shall seek all Entity in writing of such condition and the cause thereof. If a force majeure situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed Procuring Entity in writing, the Supplier shall continue to perform

## 23. Termination for Default

- following conditions attends its implementation: The Procuring Entity shall terminate this Contract for default when any of the
- (a) the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Entity pursuant to a request made by the Supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contact price; Outside of force majeure, the Supplier fails to deliver or perform any or all of specified in the contract, or within any
- 9 price, for a period of not less than sixty (60) calendar days after receipt of the notice from the Procuring Entity stating that the circumstance of force majeure is deemed to have ceased, or As a result of force majeure, the Supplier is unable to deliver or perform any amounting to at least ten percent (10%) of the contract
- <u>C</u> The Supplier fails to perform any other obligation under the Contract.
- 23.2 In the event the Procuring Entity terminates this Contract in whole or in part, for any of the reasons provided under GCC Clauses 23 to 26, the Procuring Entity may Supplier shall continue performance of this Contract to the extent not terminated Services similar to those undelivered, and the Supplier shall be liable to the Procuring for any excess costs for such similar upon such terms and in such manner as it deems appropriate, Goods or Services.
- 23.3. exceeds a time duration equivalent to ten percent (10%) of the specified contract time In case the delay in the delivery of the Goods and/or performance of the Services



terminate this Contract, for same to a qualified Supplier. plus any time extension duly granted to the Supplier, the Procuring Entity may terminate this Contract, forfeit the Supplier's performance security and award the

## 24 Termination for Insolvency

The Procuring Entity shall terminate this Contract if the Supplier is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Supplier.

## 25. Termination for Convenience

- 25.1. convenience of the Government if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law The Procuring Entity may terminate this Contract, in whole or in part, at any time for and national government policies The Head of the Procuring Entity may terminate a contract for the
- 25.2. The Goods that have been delivered and/or performed or are ready for delivery or performance within thirty (30) calendar days after the Supplier's receipt of Notice to Terminate shall be accepted by the Procuring Entity at the contract terms and prices. For Goods not yet performed and/or ready for delivery, the Procuring Entity may elect:
- (a) and prices; and/or to have any portion delivered and/or performed and paid at the contract terms
- 3 to cancel the remainder and pay to the Supplier an agreed amount for partially completed and/or performed goods and for materials and parts previously procured by the Supplier.
- 25.3.If the Supplier suffers loss in its initial performance of the terminated contract, such as purchase of raw materials for goods specially manufactured for the Procuring Entity which cannot be sold in open market, it shall be allowed to recover partially Procuring Entity before recovery may be made from this Contract, on a quantum meruit basis. Before recovery may be made, the fact of loss must be established under oath by the Supplier to the satisfaction of the

# 26. Termination for Unlawful Acts

- 26.1. that the Supplier has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. The Procuring Entity may terminate this Contract in case it is determined prima fucie Unlawful acts include, but are not limited to, the following:
- (a) Corrupt, fraudulent, and coercive practices as defined in ITB Clause 3.1(a);
- (b) Drawing up or using forged documents;
- <u>©</u> contrary to rules of science or the trade; and Using adulterated materials, means or methods, or engaging in production



(d) Any other act analogous to the foregoing.

# Procedures for Termination of Contracts

- 27.1. The following provisions shall govern the procedures for termination of this Contract:
- (a) the existence of such ground(s) and cause the execution of a Verified Report, ground(s) for Upon receipt of a with all relevant evidence attached; Implementing Unit shall, within a period of seven (7) calendar days, verify termination as aforementioned, or upon its own initiative, the written report of acts or causes which may
- 3 conveying the termination of this Contract. The notice shall state: Entity shall terminate this Contract only by a written notice to the Supplier Upon recommendation by the Implementing Unit, the Head of the Procuring
- $\odot$ that this Contract is being terminated for any of the ground(s) aforementioned, and a statement of the acts that constitute the ground(s) constituting the same;
- (ii) the extent of termination, whether in whole or in part;
- (EE) should not be terminated; and an instruction to the Supplier to show cause as to why this Contract
- (iv) special instructions of the Procuring Entity, if any
- <u>C</u> Report; The Notice to Terminate shall be accompanied by a copy of the Verified
- **a** the Supplier fails to show cause after the lapse of the seven (7) day period, verified position paper stating why this Contract should not be terminated. Termination, the Supplier shall submit to the Head of the Procuring Entity a Within a period of seven (7) calendar days an order terminating this Contract; either by inaction or by default, the Head of the Procuring Entity shall issue from receipt of the Notice of
- **@** verified position paper described in item (d) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Supplier's receipt of The Procuring Entity may, at any time before receipt of the Supplier's
- $\mathfrak{S}$ verified position paper, the Head of the Procuring Entity shall decide whether Within a non-extendible period of ten (10) calendar days from receipt of the termination shall only be based on the ground(s) stated in the Notice to deemed terminated from receipt of the Supplier of the notice of decision. The Supplier of its decision and, unless or not to terminate this Contract. It shall serve a written notice to the otherwise provided, this Contract is
- 9 The Head of the Procuring Entity may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the Head of the Procuring Entity; and



 $\Xi$ Entity. The Supplier must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The Contract is deemed terminated if it is not resumed in thirty (30) calendar days after the receipt of such notice by the Procuring

## 28. Assignment of Rights

The Supplier shall not assign his rights or obligations under this Contract, in whole or in part, except with the Procuring Entity's prior written consent.

## 29. Contract Amendment

Subject to applicable laws, no variation in or modification of the terms of this Contract shall be made except by written amendment signed by the parties.

#### 30. Application

These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of this Contract.



# **Special Conditions of Contract**

	<b>&gt;</b>
GCC Clause	
1.1(g)	The Procuring Entity is the Department of Foreign Affairs
1.1(i)	The Contractor is Philcare Manpower Services
1.1(j)	The Funding Source is the Government of the Philippines (GOP) through the Government Appropriations Act for 2014, in the amount of <b>Php 55,000,000.00</b> .
1.1(k)	The Project Site is the Department of Foreign Affairs, 2330 Roxas Blvd. Pasay City.
5.1	The Procuring Entity's address for Notices is:
	2330 Roxas Boulevard, Pasay City Contact Person: Alex O. Vallespin (Head, BAC Secretariat) Tel. no. 834-4116 or Fax no. 831-9584. bac.secretariat@dfa.gov.ph
	The Supplier's address for Notices is:
	6111 Albert St., Poblacion, Makati City, represented by MR. EDMUNDO C. MONTANES, President and General Manager, with telephone number 890-3537 and fax number 899-4871.
9	For the given scope of work in this Contract as awarded, all bid prices shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances. Extraordinary circumstances refer to events that may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon the recommendation of the Procuring Entity. Nevertheless, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, and the contract of the GOP promulosted after the date of bid opening, a
	contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.
10.4	Not applicable.
13.4(c)	No further instructions.
21.1	No additional provision. But if the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



# Kagawaran ng Ugnayang Panlabas



# Department of Foreign Affairs

BAC-PB-NOA-\_\_\_\_-2014-OPAS

# OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

#### NOTICE OF AWARD

24 April 2014

Sir.

the signing of the Contract and to the posting of the required performance security within ten (10) calendar days from receipt of this Notice. (Php48,664,098.12) only, inclusive of all taxes and other lawful charges, subject to the signing of the Contract and to the posting of the required performance security MillionCY 2014, to your firm, Philcare Manpower Services, in the amount of Forty-Eight No. 126-14, the Department is awarding the Contract for the Janitorial Services for Committee (BAC) of the Department of Foreign Affairs as contained in its Resolution be Hundred informed that, upon the recommendation of the Bids and Awards Sixty-Four Thousand Ninety-Eight Pesosand

Very truly yours

LINGLINGAY F. LACANLALE
Undersecretary for Administration
and Head of the Procuring Entity

Conforme:

For: PHILCARE MANPOWER SERVICES

MR. EDMUNDO C. MONTAÑES
Owner/General Manager
PHILCARE MANPOWER SERVICES
6111 Albert Street, Poblacion,
Makati City





# Department of Foreign Affairs

# BIDS AND AWARDS COMMITTEE

## BAC Resolution No. 126-14

# RESOLUTION RECOMMENDING, BY REFERENDUM, THE AWARD OF CONTRACT FOR THE DEPARTMENT'S JANITORIAL SERVICES FOR CY 2014

the DFA Main Building, OCA ASEANA Building, various Regional Consular Offices (RČOs) and Satellite Offices (SOs) of the Department of Foreign Affairs, Bangko Sentral ng Pilipinas (BSP) in Quezon City and other additional RCOs and SOs which may open within the contract period; procure the services of a duly licensed company to provide janitorial services for deployment at WHEREAS, the Office of Personnel and Administrative Services (OPAS) intends

of Funds for the Department's Janitorial Services for CY 2014 in the amount of Fifty-Five Million Pesos only (Php55,000,000.00), chargeable against the MOOE of OPAS; WHEREAS, the Office of Fiscal Management (OFM) issued a Certificate of Availability

9184), the BAC with the representatives from OPAS, conducted a *Pre-Procurement Conference* to discuss the bidding documents, including the Terms of Reference (TOR), scope and contract duration, as well as the schedule of bidding activities for the Project; WHEREAS, on 10 January 2014, in compliance with Section 20.1 of the Kevised Implementing Rules and Regulations (RIRR) of the Government Procurement Reform Act (R.A. in compliance with Section 20.1 of the Revised

places within the premises of the DFA beginning 10 February 2014; WHEREAS, in compliance with Section 21.2 of the RIRR of R.A. 9184, the Department of Foreign Affairs (DFA) posted for seven (7) consecutive days an *Invitation to Bid* for the Department's Janitorial Services for CY 2014 in the DFA Website, PhilGEPS and in conspicuous

Philippines International, Inc. (CBII Phils.), and Philcare Manpower Services (Philca purchased the Bid Documents, in the amount of Fifty Thousand Pesos Only (Php50,000.00); WHEREAS, in response to said advertisements, two (2) companies namely, CBII Phils.), and Philcare Manpower Services (Philcare),

requirements and the technical and financial components of the contract to be bid and to allow the bidder to raise or submit written queries or clarifications; 9184, the DFA-Bids and Awards Committee (DFA-BAC), in the presence of the representatives from OPAS, held a *Pre-Bid Conference* with the prospective bidders to discuss the eligibility WHEREAS, on 24 February 2014, in compliance with Section 22 of the RIRR of R.A.

WHEREAS, on 28 March 2014, during the Opening of Bids, consistent with Section 23 of the RIRR of R.A. 9184, said bidders, CBII Phils., and Philcare submitted their respective sealed Eligibility and Technical Requirements, and Financial Proposal envelopes, and were all declared "ELIGIBLE TO BID", as well as "TECHNICALLY COMPLYING";

WHEREAS, the financial bid of the bidders were:

Ju

**Y** 

2330 Roxas Blud., Pasay City, 1300 Philippines Tel. Ha. 834-4000 . harder god. and

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Philcare Manpower Services	CBII Philippines International, Inc.	Approved Budget for the Contract	Bidders
Php 48,664,098.12 (Forty-Eight Million Six Hundred Sixty-Four Thousand Ninety-Eight Pesos and 12/100 Only)	Php 47,355,393.72 (Forty-Seven Million Three Hundred Fifty-Five Thousand Three Hundred Ninety-Three Pesos and 72/100 Only)	Php 55,000,000.00 ( Fifty-Five Million Pesos Only)	Financial Bid

documents submitted by CBII Philippines International, Inc.; CBII Phils. after being declared as the Lowest Calculated Bidder, underwent Post-Qualification wherein the DFA-BAC-Technical Working Group (TWG), in the presence of the representatives from OPAS-PMTD and the Commission on Audit (COA), evaluated the Eligibility and Technical WHEREAS, on 04 April 2014, in compliance with Section 34 of the RIRR of R.A. 9184,

Php27,500,000.00, and its failure to prove existence as a company offering Janitorial Services for atleast ten (10) years prior to the opening of bids the BAC issued Resolution No. 98-14 dated of April 2014 declaring the company's **post-disqualification** and the conduct of post-qualification of *Philcare*; WHEREAS, due to the failure of CBII Phils. to comply with the submission of a Single Completed Contract (SLCC) equivalent ð at least 50% of the ABC

BAC's ruling. However, on 14 April 2014, the BAC issued Resolution No. 116-14 denying the request for failure to establish that it meet the requirements for the bidding for the Janitorial Services. CBII was then informed that it has until 23 April 2014 to file a protest on the denial of its request; WHEREAS, on 07 April 2014, CBII Phils. filed a request for reconsideration on the

WHEREAS, on 15 April 2014, the DFA-BAC-Technical Working Group (TWG), in the presence of the representatives from OPAS-PMTD, evaluated the Eligibility and Technical documents submitted by *Philcare* and, in its report dated 24 April 2014, finds that *Philcare* has passed all the criteria for *Post-Qualification* and recommends that the company be declared as the Lowest Calculated Responsive Bidder:

WHEREAS, on 23 April 2014, no protest was received from CBII, Phils.;

WHEREFORE, premises considered, the Committee unanimously recommend to the Head of the Procuring Entity of the Department Foreign Affairs to: considered, Committee unanimously resolves

- award the contract for the Janitorial Services for CY 2014 of the Department of Foreign Affairs to *Philcare Manpower Services* for having submitted the *Lowest Calculated Responsive Bid* in the amount of *Php 48,664,098.12*; and
- 2.) commence signing of the Contract with Philcare Manpower Services upon the issuance of the Notice of Award and the posting of the appropriate performance

ADOPTED this 24th day of April 2014, Pasay City

VELYN D. AUSTRIA-GARĈĨA BAC Chairperson

JOSE VICTOR CHAN-GONZAGA
BAC-Vice-Charrman

EDWARD C. YELO BAC Member

GERARDOP. ABIOG BAC/Member

GONARÁN Ó B. MUSOR BAC Member

BERTRAND THEODOR SANTOS
BAC Member

MELITA STA. MARIA-THOMECZEK

BAC Provisional Member Representative of the End-User

Approved:

By the Authority of the Secretary of Foreign Affairs:

A Huserlag LINGLINGAY F. LACANLALE Undersecretary for Administration

and Head of the Procuring Entity



31

Janitorial Products & Services - Construction and Developer - Gardening & Landscaping- Garbage Collection

May 23, 2014

THE CHAIRMAN

Bids and Awards Committee

DEPARTMENT OF FOREIGN AFFAIRS

2330 Roxas Blvd., Pasay City

Sir/Madam:

People's General Insurance Corporation. THIRTY PESOS MILLION FIVE HUNDRED NINETY NINE THOUSAND TWO HUNDRED for CY 2014 in favor of Department of Foreign Affairs, amounting to FOURTEEN O.R. No. We are please to submit the required Performance Bond for janitorial services 4209000 covering the period of May 1, 2014 - April 30, 2015 issued by & 00/100 (P14,599,230.00) with Bond No. G (13) 065584 and

Very Truly Yours,

Prsident & General Manager

MONTANES

DEPARTMENT OF FOREIGN AFFAIRS
BIDS AND AWARDS COMMITTEE

MAY 2 3 2014

SUBMISSION OF BIDS

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( ) CASH T/R No. Others In the Settlement of the following: () Check SC/ PWD Discount Reinsurer's Account Agency Account Notarial Fee Premium Tax VAT Zero Rated Sales Documentary Stamps Premium ENDORSEMENT / RENEWAL No. ((13)0655 From POLICY / BOND 2% Fire Service Tax Exempt Sales 0 TOTAL 04-30-15 TOTAL LESS: 2% CWT 11-10-50 72.5% - Hugo-GEL Pesos MOUNT S g Cts Cts THANK YOU Sr. Citizen TIN

#### TERMS AND CONDITIONS

OSCA/PWD ID No.

Signature

- Any payment tendered other than in cash is received subject to actual CASH collection. Payments not acceptable to the Company for the purpose offered shall be returned in the usual course of business.
- 2 Policy arising before such payments. Acceptance of this payment shall not waive any of the Company's rights to deny liability on any claim under the

5000 Bkits. (50x5) 4147501 - 4397500 BIR Authority to Print No. 1AU0000959743 Date Issued 06-05-2013 Valid until: 06-05-2018 Mcphil Printing House TiN: 130-081-233-000



People's Building, 420 Calle Magailaness Intramuros, Manila 1002 P.O. Box No. 1886 Tel. No. (02) 527-7611 to 15 Fax No. 527-6555 VAT Reg. TIN: 000-887-923-000

OFFICIAL RECEIPT No. 4209000

Date : MAY

Annear communication of the contraction of the cont
In partial/full payment forたとしによる
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OBJUILLE SING THOUSAND FOUR HUNDRED
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engaged in the business style
MAKAN CITY
and address at WI ALBERT ST. POBLACIAN
with TIN
Received from PHILLOHNE MANPOWER SERVICES

Authbrized Signature

By:

Printer's Accreditation No. PROVAN003718 Date Issued: 4-17-13

"THIS OFFICIAL RECEIPT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP."



INSURANCE CORPORATION
Peoples Bidg. 420 Calle Magallanes, Intramuros, Manila
P.O. Box No. 2887 Manila
Tel. No. 527-7611 to 15 Fax No. 527-07-71
VAT Reg. TiN - 000-887-923-000

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Acknowledgement	• •
Notarial Fee	
Others	
Total	ָס

#### BOND

P.G.I.C. BOND G(13)<u>8</u> 065584

Principal By: MANAGEN Surety	Principal
OPLE'S GENERA	MR EDMUNDO CHOXITAINES
	PHILCARE MANPOWER SERVICES
SS OUR HANDS AND SEALS, this 23rd day of MAY 20 2014  Manila, Philippines.	WITNESS OUR HANDS at the City of Manila, Philippines
TAKEL VE(12) The liability of PEOPLE'S GENERAL INSURANCE CORPORATION under this bond will expire months from date hereof. Furthermore it is hereby agreed and understood that the PEOPLE'S GENERAL INSURANCE CORPORATION will not be liable for any claim not discovered and presented to the company within TEN (10) days from the expiration of this bond and that the obligee hereby waives his right to file any court action against the surety after the termination of the period of ten days above mentioned.	force and effect.  The liability of PEOF  TWELVE(12) hereby agreed and understood any claim not discovered and p that the obligee hereby waives l of ten days above mentioned.
FAS, said DEPARTMENT OF FOREIGN AFFAIRS requires said principal to give fflicient bond in the above stated sum to secure the full and faithful performance on his part CONTRACT—AGREEMENT  HEREFORE, if the principal shall well and truly perform and fulfill all the under takings, covenants, s, and agreements stipulated in said then, this obligation shall be not remain of the principal then, this obligation shall be not remain of the principal shall remain in full the under takings.	WHEREAS, said DEPA a good and sufficient bond in a of said CONTRA NOW THEREFORE, if the terms, conditions, and agreements
JAPLER THIS BOND AFTER PROPER DETERMIN	WHEREAS, THE LIABILITY OF THE SURETY COMPANY L THE SUM OF PHP 14,599,230.00 PHILIPPINE CURRENCY.
WHEREAS, THE ABOVE BOUNDEN PRINCIPAL ENTERED INTO A CONTRACT WITH THE DEPARTMENT OF FOREIGN AFFAIRS FOR JANITORIA SERVICES FOR CY 2014. WHEREAS, THE OBLIGEE REQUIRES THE PRINCIPAL BY POST A PERFORMANCE BOND IN THE ABOVE STATED AMOUNT TO GUARANTEE THE FAITHFUL PERFORMANCE OF THE PRINCIPAL WITH THE TERMS AND CONDITIONS OF THE CONTRACT.  THIS BOND IS CALLARIE ON DEMAND. WARRANTED NO KNOWN LOSS PRIOR TO THE ISSUANCE OF THIS POLICY.	WHEREAS, THE ABOVE BOUNDEN PRII SERVICES FOR CY 2014. WHEREAS, T AMOUNT TO GUARANTEE THE FAITHFI THIS BOND IS CALLARIE ON DEMAND
the above bounden Principal into aCONTRACT #	above
230.00 Philippine Currency, for the payment of which sum, well and truly to be made, we bind reirs, executors, administrators, successors, and assigns jointly and severally, firmly by these pre-	elves, our
It we, PHILCARE MANPOWER SERVICES  6111 ALBERT ST. POBLACION MAKATL CITY  GENERAL INSURANCE CORPORATION, a corporation duly organized and existing under and by virtue of the Philippines, as surety, are held and firmly bound unto	That we, PHILCARE Not 8111 ALBERT ST. PEOPLE'S GENERAL INSURAN of the Philippines, as of the Iaws of the Philippines DE
N BY THESE PRESENTS:	KNOW ALL MEN BY THESE F

SIGNED IN THE PRESENCE OF:

#### Banques (beneral Insurance Unrparation

MANILA, PHILIPPINES

#### INDEMNITY AGREEMENT

ated	The undersigned MR. EDMUNDO. C. MONTANES.  8144 ALBERT ST. OBLACTON MAKATI CITY  ereby jointly and severally request the PEOPLES GENERAL INSURANCE CORPORATION, a corporation duly organized and existing under and by virtue of the laws of the Philippines, with head office at Manila, Philippines, hereunder called be COMPANY, to become and act as surety upon a serious hundred thirty only General and ARRANCE CORPORATION, a corporation duly organized the COMPANY, to become and act as surety upon a the sufficient of the sufficient material and inference of the sufficient of the sufficient and made an integral part hereof and made an integral part hereof and made an integral part hereoficed.
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it harmless from and against, any and all payments, damages, cost, losses, penalties, charges and expenses or whatsoever kind and nature which the COMPANY as such surety shall or may at any time make, sustain, incur and/or suffer or for which it has or may become liable to the obligee, and to pay an additional amount as attorney's fees equal to 20% of the amount due to the COMPANY by the virtue hereof which in no case shall be less than P50.00; and which shall be payable whether or not the case be extrajudicially settled, it being as demand made on all of the signatories INDEMNITY: settled, it being understood that demand made upon anyone of the undersigned herein is admitted - To indemnify the COMPANY upon its demand and keep it indemnified for, and to hold and save hereot

(P.............) as premium for each period of ...............................bein force, inclusive of any renewal, extension or substitution of the same until duly cancelled. The undersigned hereby expressly waive notice of acceptance and approval hereof, and of any such renewal, extension or substitution;

- 3) ACCRUAL OF ACTION: Notwithstanding the provisions of the next preceding paragraph, where the obligation involves a liquidated amount for the payment of which the COMPANY has become legally liable under the terms of the obligation and the suretyship undertaking, or by the demand of the obliges or otherwise and the latter has merely allowed the COMPANY a term or extension for payment of the latter's demand the full amount necessary to discharge the COMPANY for the aforesaid liability irrespective of whether or not payment has actually been made by the COMPANY, the COMPANY for the protection of its interest may forthwith proceed against the undersigned or either of them by court action or payment, even prior to making payment to the obligee which may hereafter be done by the COMPANY. them by court action or other wise to enforce
- 4) INTEREST OF AMOUNT PAID BY OR DUE THE COMPANY: Any, and all sums of money so paid by the COMPANY, or for which the COMPANY shall be liable to pay or which may be due the COMPANY by virtue hereof, shall bear interest at the rate of 12% per annum fich date of payment or from the date when the liability to the COMPANY to pay accrued, which interest shall be accumulated and added to principal quarterly and shall earn interest at the same rate.
- 6) INCONTESTABILITY AND PROOF OF LIABILITY CLAUSE:— Where the COMPANY has made payment or disbursement as herein above contemplated, in the belief that the COMPANY was obliged to make the same or that it was necessary and expedient to do so, or that the payment was made in order to minimize the extent and amount of liability or to forestall court action against its principal and/or itself, the fact of such payment or disbursement and the amount thereof shall be inconfestable and the undersigned unconditionally accept liability thereof. The receipts or other instruments evidencing such payment of disbursement shall be conclusive proof of both the fact of such payment, and the date amount thereof.
- 6) VENUE: Any action arising for any purpose by virtue of this indemnity agreement shall be brought before the courts of the City of Manila having competent jurisdiction; any other venue being hereby expressly waived.
- 7) SECURITY:—On demand by the COMPANY, the undersigned jointly and severally shall execute and deliver to the COMPANY and surety and guaranty the COMPANY may require to guarantee compliance with the obligations of the undersigned herein assumed. The expenses for the execution and registration of the corresponding security and guaranty documents shall be exclusively for the account of the undersigned jointly and severally. The undersigned furthermore undertake that while this undertaking of indemnity is in force, no property belonging to the undersigned or either of them shall be disposed of or encumbered without the prior knowledge and consent of the COMPANY and any such disposal or encumbrance shall be deemed as made in fraud of the COMPANY, unless sufficient of such property be left unencumbered to respond for the obligations herein contracted.
- 8) LIABILITY IN SOLIDUM: It shall not be necessary for the COMPANY to bring suit against the principal upon his default, or to exhaust the property of the principal, but the liability hereunder of the undersigned indomnitors shall be joint and several and its solidum with that of the principal, and the undersigned indemnitors likewise agree to be bound in solidum not only to the obligations herein secured but also to any renewal, extension, substitution, modification, replacement, or novation of this obligation and without the necessity of executing another indemnity agreement for the purpose.
- 9) KENEWAL OK EXEMPSION:—III WE EVELVE IN JUNE 1997 TO THE PROVISION OF THE INCOME. THE PROVISIONS OF THE INCOME. THE PROVISION OF THE INCOME. Until cancellation or termination of the provisions. RENEWAL OR EXTENSION: -

## ACKNOWLEDGEMENT

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REPUBLIC OF THE PHILIPPINES)  In the Philippin	ES) ) S.S. Philippine Islands, this	23rd P.G.I.C. No.MAY	, 20	4
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NAME EDWINDO C. MONTANES N Mr.	Res. Cert. No. 24-76-000006	18	VALID UNTIL 20%	, I I
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with Res. Cert. No. C	142258 "	142258 issued at Manila on	C T. ThirDRUM DAIL	
to be the same	signed and executed	persons who signed and executed the following instrument and acknowledged before	cknowledged before me that same	
In Witness whereof, I have hereunto set my hand and affixed my notarial seal at the place and date firm	nto set my hand an	d affixed my notarial seal at the	place and date first above written.	•••
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MS. FLORINDA C. SICO- MANAGER	O- MANAGER		<u>*</u>	
of the PEOPLE'S GENERAL INSURANCE CORPORATION having been duly sworn, states and deposes that the said PEOPLE'S GENERAL INSURANCE CORPORATION is a corporation duly organized and existing under and by virtue of the laws of the Philippines with its principal office at Manila, and is duly authorized to execute and furnish surety bonds for all purposes within the Philippines: an and the said purpose within the Philippines: an and the said purpose within the Philippines.	ION having been diction duly organ is duly authorized indiged which will be sufficient to the sufficient of the sufficie	uly sworn, states and deposes the ized and existing under and by very to execute and furnish surety that are the type hundred thirty that are the type hundred thirty.	of the PEOPLE'S at the said PEOPLE'S GENERAL irrue of the laws of the Philippines bonds for all purposes within the poly to wit	W 02 ( 02
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