



7 February 2024

SUPPLEMENTAL BID BULLETIN
ADDENDUM NO. 2024-02 02

Subject: “Provision of Janitorial Manpower Services for CY 2024 and 2025”
(Reference: PR No. 2023-12-0706 EPA / IB 2024-02)

This Bid Bulletin is being issued to all prospective bidders to clarify, amend and/or modify certain provisions in the Bidding Documents and to answer written queries and clarificatory questions during the pre-bid conference by prospective bidders, to wit:

1. Queries from **MANILA ALLIED MANAGEMENT SERVICES COOPERATIVE**

QUERY	ANSWER
1. In the Checklist of Requirements under II. Technical Requirements , may we request for a further or more specified description of TAB “K” which is “Complete Bidding Documents for the Project”. Are we going to attach the Bidding Documents?	For Tab K, the entire bidding documents, <i>i.e.</i> that was issued to all prospective bidders upon payment of the bidding fee, <i>i.e.</i> , from the cover page, including all Sections, Annexes, and Supplemental Bid Bulletin/s (SBB), if there are any, must be attached and labeled as Tab “K”.
2. In Section X. Specific Criteria for Eligibility, Item C, no. 2 , the specific documentary requirement under Latest / Clearance / Certificates are for the 4th Quarter of FY 2023 while in the Terms of Reference, Section III, Number 2, it is for the 3rd Quarter of FY 2023. Which will be our basis for compliance?	Latest /Clearance/Certificates are for the 4th Quarter of FY 2023
3. This coming February 2024, PagIBIG Fund will increase the mandatory contribution from 100.00 pesos to 200.00 pesos. Should we use the latest increase or retain the old rate for contribution?	PAGIBIG Fund mandatory contribution must be the latest rate applicable.
4. In the Checklist of Requirements under II. Technical Requirements , is Tab “H-2” applicable to our agency?	If a certain documentary requirement such as, Tab “H-2” in the Checklist of Technical Requirements is not applicable to the participating bidder, said form must still be attached by the bidder in its bid proposal, however, must indicate “NOT APPLICABLE” thereat.
5. Aside from the Original Bid folder, are we going to insert also a digital copy (USB drive) to “Copy 1” and “Copy 2” folders?	At least one (1) set of digital copy of the bidder’s Eligibility, Technical and Financial proposal, contained in a readable USB drive, will suffice.
6. For the site inspection, will the form be provided by the interested bidder or PAGASA?	The Certificate of Site Inspection will be provided by PAGASA and should be signed by the Chief/OIC Meteorological Officer (CMO) of the PAGASA office or field station visited.

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<p>7. We would like to confirm on what percentage to be use in the Agency Fee or Administrative Overhead and Margin to be able to be compliant with the DOLE DO No. 174 series of 2017?</p>	<p>Insofar as the line item on Administrative Fee or Overhead and Margin is concerned, the PAGASA-BAC is not at liberty to impose a ceiling on the minimum percentage to be observed in compliance with DOLE DO No. 174, s. 2017. On the other hand, we must reiterate that, as stated in the Terms of Reference (TOR) of the Project, the BAC's criteria for determining the Lowest Calculated and Responsive Bidder (LCRB) is not limited only to the bidder's bid offer but includes the determination of the bidder's compliance with, (1) satisfactory performance of contracts with other clients (both government and private), (2) standards of internal governance, (3) adequacy and readily availability of resources, (4) levels of training, (5) adherence to labor and other social legislations; and, (6) compliance with the DOLE Department Order No. 18-A, series of 2011 and Government Procurement Policy Board (GPPB) Circular No. 02-2006 dated April 10, 2006 re: Revised Rules on Cut-throat Competition Amendments to the Implementing Rules and Regulations of Republic Act No. 5487, among other essential requirements.</p>
<p>8. Last January 11, 2024, the minimum wage rate in Region X-El Salvador City is P428 for the first tranche. Are we going to apply this latest increase?</p>	<p>Since the basis of the end-user unit in preparing the cost estimate for the said region was the previous wage rate issued by the Regional Tripartite Wage Productivity Board (RTWPB) Region X, it is advised that the same should be used as reference, for purposes of this bidding.</p> <p>Proper adjustments shall be made with the winning bidder upon award and implementation of the Contract.</p>
<p>9. Currently in our contract, it includes Region III Baler, Aurora and Region VIII San Jose Tacloban, Leyte, but for this forthcoming bidding the said provinces had been excluded?</p>	<p>Similar to the immediately foregoing paragraph, proper adjustments shall be made with the winning bidder upon award and implementation of the Contract with regard to the deployment of Janitorial personnel.</p>

2. **Effectivity of the Contract.** For purposes of this bidding, the effectivity of the winning bidder's contract for the instant Project to be bid shall retroactively commence on **01 January 2024** and shall remain in force until **31 December 2024**.

This shall form an integral part of the Bid Documents.

For guidance and information of all participating bidders.

Sgd.
SHIRLEY J. DAVID
 Chairperson, PAGASA-BAC