



# UNIVERSITY OF THE PHILIPPINES MANILA

The Health Sciences Center

## BIDS AND AWARDS COMMITTEE 2 (BAC 2)

02 November 2022


Bid Bulletin No. 1

### Contract for Manpower Services 01 March 2023 to 29 February 2024, University of the Philippines Manila

This Bid Bulletin No. 1 is being issued to revise provision/specification in the bidding documents:

Previous Requirement	Amendment
<b>B. Technical Proposal:</b> (m) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration.	(m) Certified true copy of official receipt as proof of payment of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration
<b>Annual Factor</b>	
310 days	313 days (an average of 26 working days per month) as stated in the 2022 DOLE handbook.
<b>Philhealth contribution</b>	
4%	4.5%
<b>Approved Budget for the Contract (ABC)</b>	
Twenty-Four Million Nine Hundred Sixty Thousand Nine Hundred Forty-Eight Pesos (₱ 24,960,948.00)	Twenty Seven Million Eight Hundred Thousand Pesos (₱ 27,800,000.00)

For guidance and information of all concerned.

  
MARIA ELIZA RUIZ AGUILA, PhD  
Chair

University of the Philippines Manila  
Contract for Manpower Services 2023

**COST BREAKDOWN (UPM CAD and ACADEMIC UNITS)**

BIDDER	Basis of Computation	UPM CAD and Academic Units
Number of Duty Hours		8 Hours (DS)
Days worked per week		6 days
Annual Factor (AF)		313
Daily Wage (DW)		570
Average Pay per Month (APM)		
5 days incentive leave		
13th Month Pay		
Clothing Allowance		
<b>A. Total Amount Direct to Janitor</b>		
Add:		
PAG-IBIG		
SSS Premium		
Philhealth Contribution		
ECC		
<b>B. Amount Direct to Janitor &amp; Gov't</b>		
Add:		
Supplies & Materials		
Overhead		
VAT		
<b>Total Monthly Rate Per Janitor</b>		
<b>FY 2023 Number of Janitors/Supervisors</b>		94
<b>Grand Total Amount Per Year (Rounded off)</b>		

Notes:

1. Daily Wage rate (which is inclusive of COLA) is based on Wage Order No. NCR-23
2. SSS with ECC, PAGIBIG and PhilHealth premiums are based on 2022 Updated Rates and PhilHealth Circular No 2022-010, respectively.

**Submitted by:**

\_\_\_\_\_  
Signature over Printed Name of  
Authorized Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Date