



Bids and Awards Committee 2 (BAC 2)
UNIVERSITY OF THE PHILIPPINES MANILA
The Health Sciences Center

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Bid Bulletin No. 2

Contract for Security Services (2024-2025)
University of the Philippines Manila

This Bid Bulletin No. 2 is being issued to clarify and address queries raised by the prospective bidder/s through email.

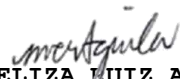
A.

Queries	Amendments/ Response/s																		
1. In the PBD Additional requirements (Page 17, Item S), it is indicated that bidder should have at least 500 guards for all of its ongoing contracts. However, in the TOR Item 9.3 (Page 7), it is indicated that it should be at least 200 guards. Kindly confirm which requirement we should follow.	1. Statement with supporting document that bidder has a deployment of at least 200 guards for all its ongoing contract																		
2. There's a discrepancy on the total manpower requirement between the guard deployment and cost distribution. Kindly confirm final total manpower per site for this requirement. <table><tr><td></td><td>Guard Deployment</td><td>Cost Distribution</td></tr><tr><td>UP Manila</td><td>75</td><td>73</td></tr><tr><td>PGH</td><td>126</td><td>128</td></tr></table>		Guard Deployment	Cost Distribution	UP Manila	75	73	PGH	126	128	2. a. Philippine General Hospital - 128 b. UP Manila (CAD Offices, Academic Units, and NIH) - 70 c. SHS Baler Aurora Campus - 3 Additional guards may be considered during the implementation, if necessary. <table><tr><td></td><td>Guard Deployment</td><td>Cost Distribution</td></tr><tr><td>UP Manila</td><td>73</td><td>73</td></tr><tr><td>PGH</td><td>128</td><td>128</td></tr></table>		Guard Deployment	Cost Distribution	UP Manila	73	73	PGH	128	128
	Guard Deployment	Cost Distribution																	
UP Manila	75	73																	
PGH	126	128																	
	Guard Deployment	Cost Distribution																	
UP Manila	73	73																	
PGH	128	128																	
3. Cost distribution indicates 7 days of duty. However, guard deployment shows a 5-day and 6-day schedule. Please confirm which schedule we should follow. If we are to follow the guard deployment schedule (with 7, 6, 5 days), for the guards working on a 5-day and 6-day schedule, are they required to work during holidays?	3. For 7,6,5 working days schedule, it is required by law that a guard must have a one (1) day off in a week thereby said guards assigned on 5- day work schedule can be assigned as reliever to those with seven (7)-day work schedule. Yes, of course they are required to work during holidays, especially those posts with a 7-day work schedule.																		
4. For the Ongoing Contracts and Single largest Contract, do we even have to attached the contracts or just the statement/matrix itself?	4. (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be - no attachment is required. (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid... - Statement should be supported by a certified copy of the contract/s																		
5. In the Checklist letter T, for the supporting document that we have to submit. Is it in any of our client's even those that is not hospital and	5.(t)Statement with supporting document that the bidder has at least 100 guards contracted by a single government agency, hospital or school both private and																		

schools or is it necessary that it has to be contracted by hospitals or schools only?	public. -it has to be contracted by hospital or school.
6. Is the UP Manila will provide the format of the on-going contracts and single largest contract, special power of attorney and price schedule? or it is us who will provide our format?	6. Please use the attached format for the on-going contracts and single largest completed contract. The special power of attorney and price schedule have no standard format, the prospective bidder shall provide such.
7. For the computation of the cost break down, what is the minimum percentage for the Agency fee (RA 11917-Section 9 indicates that agency fee must be not less than 20%)	7. The Government Procurement Policy Board (GPPB) through NPM Nos. 120-2016 and 089-2016 clarified that (similar to the 10% administrative fee imposed under Section 9 (b) (ii) administrative fee provided for under Section 4 of DOLE DO No. 150-16 is also a percentage rate for its effect the fixing of a floor price on Service Agreements. In relation to this, the GPPB, through Resolution No. 14-2012 dated 01 June 2012, has declared Section 9 (b) (ii) of DOLER DO No. 18-A to be violative of Article IX, Section 31 of RA 9184 and its IRR. The position of GPPB, as contained in its Resolution No. 14-2012, was reiterated through Resolution No. 14-2015 and Circular No. 04-2015, both dated 30 April 2015, is therefore still valid and existing. The rule prohibiting the imposition of lower limit to the amount of award, being mandated by Section 31 of RA 9184 and its revised IRR, has been previously upheld by the Supreme Court in the case of Philippine Sports Commission, et.al. v. Dear John Services, Inc. Pursuant to Section 31 of the R.A. 9184 and in view of the pertinent issuances of the GPPB on the matter, there is no requirement for the minimum percentage of the administrative fee as a component of the total contract cost. Prospective bidders, however, are reminded to strictly comply with all the relevant labor rules and regulations. Adjustments on the 20% if required by the law for government agencies shall be adjusted during the implementation.
Annual Factor - 393.50 Daily Wage - Php 610	Annual Factor - 393.50 (retained) Daily Wage - Php 610 (refer to bid bulletin 1)

This Bid Bulletin shall form part of the Bidding Documents. All terms, conditions, and instructions to bidders specified in the Bidding Documents inconsistent herewith are hereby superseded and modified accordingly.

For guidance and information of all concerned.


MARIA ELIZA RUIZ AGUILA, PhD
Chair

SECTION V. Checklist of Technical and Financial Documents

I. ELIGIBILITY AND TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- [] (a) Valid and updated PhilGEPS Registration Certificate (Platinum Membership) (all pages);
And
- [] (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document. If Corporation, include Articles of Incorporation, By-Laws and the latest General Information Sheet (GSI) should be attached to the SEC
And
- [] (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
And
- [] (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **And**
- [] (e) BIR Certificate of Registration and VAT BIR Registration Form 2303);
And
- (f) License to Operate (LTO) issued by PNP-SOSIA

NOTE: Certified copies of the legal documents are being required for submission in compliance with pertinent COA requirements.

Technical Documents

- [] (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- [] (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, OR in case the bidder will submit at least two similar completed contracts with an aggregate contract amounts to at least 50% of the ABC of the contract to be bid under conditions provided for in Sections 23.4.1.3 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents. Statement should be supported by a certified copy of the contract/s; **and**
- [] (h) Latest certificate of at least satisfactory performance from the biggest client named in the SLCC covering a period of at least one year; **And**

- [] (i) SECURITY PLAN (as described in the Terms of Reference); **And**
- [] (j) 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; **And**
- [] (k) Copy of Terms of Reference with Conforme (Signatory should be the authorized/designated Representative who executed the omnibus sworn statement with secretary's certificate; **And**
- [] (l) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Note: The authorized signatory who executed the OSS and given authority to sign in the Secretary's Certificate should indicate his/her position in the company participating in this bidding.

Additional requirements:

- [] (m) Company Profile and Organizational Chart; **And**
- [] (n) Organizational Chart for UP Manila (in case of award); **And**
- [] (o) Location Map of the Bidder's office and other facilities; **And**
- [] (p) Inventory of bidder's security equipment (e.g. firearms, communication equipment and basic guard equipment, vehicle) with valid licenses, if applicable.; **And**
- [] (q) UP Questionnaire (Notarized)
- [] (r) Notarized Affidavit that the bidder has at least five (5) years of actual operation with attached document to prove such statement. The start of actual operation may not be similar to the date of SEC or DTI Registration; **And**
- [] (s) Statement with supporting document that bidder has a deployment of at least 200 guards for all its ongoing contract; **And**
- [] (t) Statement with supporting document that the bidder has at least 100 guards contracted by a single government agency, hospital or school both private and public; **And**
- [] (u) Statement with supporting documents that supervisors to be assigned in UP Manila, if awarded the contract, have undergone investigation and surveillance trainings.

Financial Documents

- [] (v) The bidder's audited financial statements, showing, among others, the bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; (AFS for year 2021 and 2022) **and**
- [] (w) The bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation; **And**

- [] (x) Notarized certification with supporting documents/computations that the bidder is compliant with the following additional financial requirements:
- 1) Capitalization paid up of at least Five Million Pesos (PhP5,000,000.00)
 - 2) Liquidity is greater than or equal to 1.3:1
 - 3) Average gross administrative fee for the past two years should be at least Ten Million Pesos (PhP10,000,000.00);

And

- [] (y) Blank copy of Original Sales Invoice and Official Receipt (with BIR Permit No. and TIN No.)

Class “B” Documents (if applicable)

- [] (z) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
- or**
- duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

25 FINANCIAL COMPONENT ENVELOPE

- [] (a) Original of duly signed and accomplished Financial Bid Form; **and**
- [] (b) Original of duly signed and accomplished Cost Breakdown using the forms provided in this PBD.

UP Manila Police Office, CURRENT Deployment of Security Guards at UP MANILA														
	Unit/College	No. of Post	Area of Assignment	No. of Hours	1st Shift	2nd Shift	3rd Shift	Working Days	Required Rest Day		Total			
									DAY	NIGHT				
A.	Office of the Chancellor	1	8th floor RCB (Radio Base Operator)	24	1	0	1	Mon-Sun	1	1	3			
		2	8th floor LCB (Roving)	12	1	0	0	Mon-Sun	1	0				
B.	New CAMP	3	Entrance/Exit	24	1	0	1	Mon-Sun	1	1	2			
C.	Office of University Registrar/College Admin.	4	IMS	12	1	0	0	Mon-Sun	1	0	5			
		5	Gate	24	1	0	1	Mon-Sun	1	1				
		6	Roving	24	1	0	1	Mon-Sun	1	1				
D.	College of Arts and Sciences	7	Vehicular Gate	24	1	0	1	Mon-Sun	1	1	12			
		8	Roving (Cluster Hed)	24	1	0	1	Mon-Sun	1	1				
		9	Gusali Andres Bonifacio (GAB)	12	1	0	0	Mon-Sat	1	0				
		10	Rizal Hall Lobby	12	1	0	0	Mon-Sat	1	0				
		11	Pedestrian Entrance	12	1	0	0	Mon-Sat	1	0				
		12	Pedestrian Exit	12	1	0	0	Mon-Sat	1	0				
		13	Library	12	1	0	0	Mon-Sat	1	0				
		14	SSWC Roving	12	1	0	0	Mon-Sat	1	0				
		15	SSWC Entrance	24	1	0	1	Mon-Sun	1	1				
		E.	College of Dentistry	16	Lobby	12	1	0	0	Mon-Fri		1	0	5
				17	Roving	24	1	0	1	Mon-Sun		1	1	
				18	Parking	12	1	0	0	Mon-Fri		1	0	
				19	Gate (CN)	8	0	0	1	Mon-Sun		0	1	
		F.	College of Medicine	20	Multi Disciplinary Laboartory (MDL)	12	1	0	0	Mon-Sun		1	0	17
				21	Salcedo Hall-LEE (Annex Building)	12	1	0	0	Mon-Sun		1	0	
22	Salcedo Hall (CM Exit Gate)			24	1	0	1	Mon-Sun	1	1				
23	Calderon Hall			24	1	0	1	Mon-Sun	1	1				
24	Roving (Cluster Hed)			24	1	0	1	Mon-Sun	1	1				
25	Guazon Hall Gate (MSU Gate)			24	1	0	1	Mon-Sun	1	1				
26	Guazon Hall Parking/Stop and Go			12	1	0	0	Mon-Sun	1	0				
27	Tipunan Parking			24	1	0	1	Mon-Sun	1	1				
28	Medical Library			12	1	0	0	Mon-Sat	1	0				
29	Medical Sciences Building(Roving)			12	1	0	0	Mon-Sat	1	0				
30	Medical Sciences Building-LEE			24	1	0	1	Mon-Sun	1	1				
G.	College of Nursing	31	Lobby	24	1	0	1	Mon-Sun	1	1	3			
		32	Gate (CN)	8	0	1	0	Mon-Sun	1	0				
H.	College of Pharmacy	33	Gate	24	1	0	1	Mon-Sun	1	1	4			
		34	Lobby	24	1	0	1	Mon-Sun	1	1				
		35	Gate	24	1	0	1	Mon-Sun	1	1				

I.	College of Public Health	36	Lara Hall	16	1	1	0	Mon-Sat	2	0	7
		37	Annex 2 (Roving)	24	1	0	1	Mon-Sun	1	1	
		38	Roving	12	1	0	0	Mon-Sat	1	0	
J.	National Institutes of Health	39	Lobby	24	1	0	1	Mon-Sun	1	1	4
		40	Roving	12	1	0	0	Mon-Sun	1	0	
		41	Gate (CN)	8	1	0	0	Mon-Sun	1	0	
K.	UPM Dorm	42	Entrance/Exit	24	1	0	1	Mon-Sun	1	1	2
L.	CPDMO	43	Entrance/Exit/Parking	24	1	0	1	Mon-Sun	1	1	2
M.	CAD Museum	44	Entrance/Exit	24	1	0	1	Mon-Sun	1	1	2
N.	PHI Dorm	45	Entrance/Exit	24	1	0	1	Mon-Sun	1	1	2
UP Manila Academic and other Units											70
SHS Extension in Baler, Aurora											3
Total number of Guards											73

RECAPITULATION OF 12 HOURS and 8 HOURS DUTY AT UP MANILA

12 Hours Day Shift Mon-Sun (7 Days)	12 Hours Night Shift Mon-Sun (7 Days)	12 Hours Day Shift Mon-Sat (6 Days)	12 Hours Night Shift Mon-Sat (6 Days)	12 Hours Day Shift Mon-Fri (5 Days)	12 Hours Night Shift Mon-Fri (5 Days)	Total Number of Guards
30	24	9	0	1	1	65
8 Hours Day Shift Mon-Sun (7 Days)	8 Hours Night Shift Mon-Sun (7 Days)	8 Hours Day Shift Mon-Sat (6 Days)	8 Hours Night Shift Mon-Sat (6 Days)	8 Hours Day Shift Mon-Fri (5 Days)	8 Hours Night Shift Mon-Fri (5 Days)	
4	1	0	0	0	0	5
34	25	9	0	1	1	70

SHS Baler - 2 Day Shift
- 1 Night Shift

Prepared by:

JASTINE D. MONIS, RCrim., MSCJ
Special Police Lieutenant, SSD

01.15.2023

Reviewed and Approved by:

P/MAJ. ELIAS D. LAGASCA JR., (RET.) PNP
Special Police Chief, SSD

2024 Proposed Deployment of Security Guards AT PHILIPPINE GENERAL HOSPITAL (PGH)

Unit/Department/Area	No. of Post	Area of Assignment	No. of Hours	1st Shift (Day Shift)	2nd Shift (Afternoon Shift)	3rd Shift (Night Shift)	Working Days	Required Rest Day		Total Number of Guards
								DAY	NIGHT	
A. PGH Administration	1	Admin. Lobby	24	1	1	1	Mon-Sun	2	1	8
	2	Information Lobby*	24	1	1	1	Mon-Sun	2	1	
	3	Information Driveway	24	1	0	1	Mon-Sun	1	1	
B. Laboratories	4	Laboratory Complex*	24	1	0	1	Mon-Sun	1	1	2
C. CB leading to CI Gate	5	Entrance/Exit	16	1	1	0	Mon-Sun	2	0	2
D. Leading to Cancer Institute Gate, and Cancer Institute Building (CI)	6	North Wing (Lobby/Roving)	24	1	0	1	Mon-Sun	1	1	6
	7	South Wing* (Employees Entrance)	24	1	0	1	Mon-Sun	1	1	
	8	Padre Faura Roving	12	1	0	0	Mon-Fri	1	0	
	9	Padre Faura Gate (Entrance/Exit)	12	1	0	0	Mon-Fri	1	0	
E. Department of Out Patient Services (DOPS)	10	Main Entrance	24	1	0	1	Mon-Sun	1	1	11
	11	Main Exit	12	1	0	0	Mon-Fri	1	0	
	12	Parking and Perimeter (DOPS GATE)	12	1	0	0	Mon-Fri	1	0	
	13	Ground floor	12	1	0	0	Mon-Fri	1	0	
	14	2nd floor roving	12	1	0	0	Mon-Fri	1	0	
	15	3rd floor roving	12	1	0	0	Mon-Fri	1	0	
	16	Pharmacy*	12	1	0	0	Mon-Fri	1	0	
	17	Utility Building	24	1	0	1	Mon-Sun	1	1	
	18	OB-GYNE DOPS	12	1	0	0	Mon-Fri	1	0	
	19	Main entrance	24	1	0	1	Mon-Sun	1	1	
F. Department of Emergency Medicine (DEM)	20	Back Door 1	24	1	1	1	Mon-Sun	2	1	12
	21	Back Door 2	24	1	1	1	Mon-Sun	2	1	
	22	DEM Roving 1st and 2nd Floor	24	1	0	1	Mon-Sun	1	1	
	23	Circumferential Road (OETS, Central Depository Area, Morgue Area)	24	1	0	1	Mon-Sun	1	1	
	24	Gate 1 Pedestrian (A)	24	1	0	1	Mon-Sun	1	1	
G. PGH Main Gates	25	Gate 1 Pedestrian (B)*	12	1	0	0	Mon-Sun	1	0	9
	26	Gate 1 Driveway	12	1	0	0	Mon-Sun	1	0	
	27	Gate 1 Traffic (Stop light)	12	1	0	0	Mon-Sun	1	0	
	28	Gate 10 (Padre Faura)	24	1	0	1	Mon-Sun	1	1	
	29	Gate 11 (Utility Driver)	24	1	0	1	Mon-Sun	1	1	
H. Medical Research	30	Lobby*	24	1	0	1	Mon-Sun	1	1	2
I. OBAS	31	Lobby*	24	1	1	1	Mon-Sun	2	1	3
J. OR Complex	32	OR-RCB*	16	1	1	0	Mon-Sun	2	0	7
	33	OR-LCB	24	1	1	1	Mon-Sun	2	1	
	34	Elevator Area	24	1	0	1	Mon-Sun	1	1	
K. Vehicular Check Points	35	Ward 15 to ER Parking (Boom)	12	1	0	0	Mon-Fri	1	0	2
	36	Check Point (OLD SSD)	12	1	0	0	Mon-Fri	1	0	
	37	Blue (flag pole)	24	1	0	1	Mon-Sun	1	1	
	38	Yellow (near pay parking)	24	1	0	1	Mon-Sun	1	1	

L.	Parking Areas	39	Vehicular (near Gate 1)	24	1	0	1	Mon-Sun	1	1	10
		40	VIP	12	1	0	0	Mon-Sun	1	0	
		41	Spine Unit	24	1	0	1	Mon-Sun	1	1	
M	Pavillion Guards	42	Nurses' Home (Chapel, Blood Bank, BAC 1 and Bayanihan Isolation Unit)	12	0	0	1	Mon-Sun	0	1	4
		43	Pavillion 2 roving (Directors Office)	24	1	0	1	Mon-Sun	1	1	
N	PSD	44	Pavillion 3 roving	24	1	0	1	Mon-Sun	1	1	4
		45	Building and Parking	24	1	0	1	Mon-Sun	1	1	
O	SOJR	46	Condemned Area	24	1	0	1	Mon-Sun	1	1	5
		47	Entrance	24	1	0	1	Mon-Sun	1	1	
P.	Dietary	48	Exit/Roving	24	1	0	1	Mon-Sun	1	1	1
		49	Parking	12	1	0	0	Mon-Fri	1	0	
Q.	Ward 7	50	Entrance/Exit*	12	1	0	0	Mon-Sun	1	0	2
		51	Ward 7 Gate	24	1	0	1	Mon-Sun	1	1	
R.	Department of Pay Patient Services (DPPS)	52	4th Floor	24	1	0	1	Mon-Sun	1	1	12
		53	5th floor	24	1	0	1	Mon-Sun	1	1	
		54	6th floor	24	1	0	1	Mon-Sun	1	1	
		55	7th floor	24	1	0	1	Mon-Sun	1	1	
		56	Roving (4th & 5th flrs.)	24	1	0	1	Mon-Sun	1	1	
		57	Roving (6th, & 7th flrs.)	24	1	0	1	Mon-Sun	1	1	
S.	Charity Wards	58	Wards 1-4 (Roving)	24	1	0	1	Mon-Sun	1	1	8
		59	Wards 5-8 (Roving)	24	1	0	1	Mon-Sun	1	1	
		60	Wards 9-12 (Roving)	24	1	0	1	Mon-Sun	1	1	
		61	Wards 14A-16 (Roving)	24	1	0	1	Mon-Sun	1	1	
T.	Cash and Bundy	62	Cash and Bundy	24	1	0	1	Mon-Sun	1	1	2
		63	Entrance	24	1	0	1	Mon-Sun	1	1	
U.	Radiology	64	Back door	12	1	0	0	Mon-Sat	1	0	3
		65	Main Pharmacy*	24	1	0	1	Mon-Sun	1	1	
V.	Pharmacy	66	Central Block Pharmacy*	24	1	0	1	Mon-Sun	1	1	9
		67	Satellite Pharmacy (5th Flr.)*	24	1	0	1	Mon-Sun	1	1	
		68	Donor Pharmacy*	12	1	0	0	Mon-Fri	1	0	
		69	Oncology Pharmacy* (C.I.)	12	1	0	0	Mon-Fri	1	0	
		70	RF/Pharmacy Warehouse*	8	1	0	0	Mon-Fri	1	0	
		71	Entrance/exit	24	1	0	1	Mon-Sun	1	1	
X.	Pay Admitting	72	Entrance/exit	24	1	0	1	Mon-Sun	1	1	2

Total number of Guards= **128**

Legend:

1. Marked * = Female Guard to be assigned

2. Color Green = Eight (8) Hours duty

3. Color Violet = Additional Guard Post

RECAPITULATION OF 12 HOURS and 8 HOURS DUTY AT PGH

12 Hours Day Shift Mon-Sun (7 Days)	12 Hours Night Shift Mon-Sun (7 Days)	12 Hours Day Shift Mon-Sat (6 Days)	12 Hours Night Shift Mon-Sat (6 Days)	12 Hours Day Shift Mon-Fri (5 Days)	12 Hours Night Shift Mon-Fri (5 Days)	Total Number of Guards
47	43	1	0	14	0	105
8 Hours Day Shift Mon-Sun (7 Days)	8 Hours Night Shift Mon-Sun (7 Days)	8 Hours Day Shift Mon-Sat (6 Days)	8 Hours Night Shift Mon-Sat (6 Days)	8 Hours Day Shift Mon-Fri (5 Days)	8 Hours Night Shift Mon-Fri (5 Days)	
16	6	0	0	1	0	23
63	49	1	0	15	0	128

Prepared by:

JASTINE D. MONIS, RCrim., MSCJ
Special Police Lieutenant, SSD
09.29.2023

Reviewed and Approved by:

P/MAJ. ELIAS D. LAGASCA JR., (RET.) PNP
Special Police Chief, SSD

Note:

The total number of guards required at PGH with regards to the proposed deployment of guard has a total of 128, and for this we need an additional number of 10 guards as reliever in case the regular duty is absent and the same will be part of contingency plan in case of worst case scenario. Therefore, any agency who declared winner for the bidding must have a 138 total personnel (guards). Please be informed that the 10 reliever guard is not included to the budget deployment plan hence, this will allowed the agency to prevent occurrence of straight duties and non violation of labor laws, rules and regulation (e.g. Right to weekly rest day) which were observed from the previous agency, only the 128 guards are included in the budget plan.

Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contact to be bid

Contract to be bid : _____

Business Name : _____

Business Address: _____

Name of Client	a. Owner's Name b. Address c. Telephone Nos.	a. Date Awarded b. Date Started c. Date of Completion d. Contract duration	Title of the Project in the Contract	Nature of Work	Contractor's Role (whether sole contractor, subcontractor, or partner in a JV)		% of Accomplishment		Total Contract Value at Award	Value of Outstandin g Works/ Contract
							Planned	Actual		
<u>Government:</u>					Description	%				
<u>Private:</u>										
									₱	₱

Important notes:

This statement shall be supported with:

1. Notices of Award and/or Contract
2. Notices to Proceed issued by the owner
3. Certificate of Accomplishments signed by the Owner for Ongoing Contracts, if applicable

Submitted by : _____

(Print Name and Signature)

Designation : _____

Date : _____

Name of the Procuring Entity
Name of the Project
Location of the Project

Contract Reference Number

Statement identifying the bidder’s single largest completed contract similar to the contract to be bid

Business Name : _____
Business Address : _____

Name of Contract	a. Owner’s Name b. Address c. Telephone Nos.	Nature of Work	Contractor’s Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
<u>Government</u>						
<u>Private</u>						

Note: This statement shall be supported with:

- 1 Contract
- 2 CPES rating sheets and/or Certificate of Completion
- 3 Certificate of Acceptance

Submitted by : _____
(Printed Name & Signature)
Designation : _____
Date : _____

One of the technical documents required to be in the Eligibility Envelope of a prospective bidder is a list of all contracts which are similar in nature and complexity to the contract to be bid. This statement will show that the value of the prospective bidder’s largest single completed contract, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices available at the G-EPS website, and similar to the contract to be bid, must be at least fifty percent (50%) of the approved budget for the contract to be bid.



UNIVERSITY OF THE PHILIPPINES MANILA
The Health Sciences Center
BIDS AND AWARDS COMMITTEE 2 (BAC 2)

Name of the Procuring Entity

Name of the Project

Location of the Project

Statement of the prospective bidder of all its completed government and private contract for the past five (5) years

Business Name : _____

Business Address : _____

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
<u>Government</u>						
<u>Private</u>						

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

University of the Philippines Manila
Contract for Security Services 2024
COST BREAKDOWN (UPM CAD, and ACADEMIC UNITS and Baler)

BIDDER	Basis of Computation	UPM CAD and Academic Units				UPM - Baler	
Number of Duty Hours		12 Hours (DS)	12 Hours (NS)	8 Hours (DS)	8 Hours (NS)	8 Hours (DS)	8 Hours (NS)
Days worked per week		7 days	7 days	7 days	7 days	7 days	7 days
Annual Factor (AF)		393.5	393.5	393.5	393.5	393.5	393.5
Daily Wage (DW)		610	610	610	610	449	449
Average Pay per Month (APM)							
Overtime Pay							
Night Differential Pay							
5 days incentive leave pay							
13th Month Pay							
Uniform Allowance							
Total Amount Direct to Guard							
Add:							
PAG-IBIG							
SSS Premium							
Philhealth Contribution							
State Insurance Fund							
Retirement Benefits							
A. Total Amount Direct to Guard & Gov't							
Add:							
B. Administrative Overhead							
C. VAT							
Total Monthly Rate Per Guard							
CY 2024 Number of Guards: 73		41	24	4	1	2	1
TOTAL MONTHLY REQUIREMENT							
TOTAL ANNUAL COST							

Note: Based on WO No. NCR-24 effective July 16,2023

Submitted by:

Signature over Printed Name of
Authorized Representative

Name of Company

Date

University of the Philippines Manila
Contract for Security Services 2024-2025
COST BREAKDOWN (PGH)

BIDDER	Basis of Computation	PHILIPPINE GENERAL HOSPITAL			
Number of Duty Hours		8 Hours (DS)	8 Hours (NS)	12 Hours (DS)	12 Hours (NS)
Days worked per week		7 days	7 days	7 days	7 days
Annual Factor (AF)		393.5	393.5	393.5	393.5
Daily Wage (DW)		610	610	610	610
Average Pay per Month (APM)					
Overtime Pay					
Night Differential Pay					
5 days incentive leave pay					
13th Month Pay					
Uniform Allowance					
Total Amount Direct to Guard					
Add:					
PAG-IBIG					
SSS Premium					
Philhealth Contribution					
State Insurance Fund					
Retirement Benefits					
A. Total Amount Direct to Guard & Gov't					
Add:					
B. Administrative Overhead					
C. VAT					
Total Monthly Rate Per Guard					
CY 2024 Number of Guards: 128		17	6	62	43
TOTAL MONTHLY REQUIREMENT					
TOTAL ANNUAL COST					

Note: Based on WO No. NCR-24 Effectivity 16 June 2023

Submitted by:

Signature over Printed Name of
Authorized Representative

Name of Company

Date