



**CLARIFICATIONS/SUPPLEMENTAL BID BULLETIN NO. 1-A**

June 24, 2024

**CLARIFICATIONS FOR THE PROCUREMENT OF JANITORIAL SERVICES FOR DARCO FOR CY 2024 (REBID)**

This Supplemental Bid Bulletin No. 1 is issued to clarify certain provisions of the Technical Specifications and the Bidding Forms and to address the queries of the prospective bidder that were raised during the Pre-Bid Conference held on June 19, 2024.

NO.	SECTIONS/ CLAUSES AFFECTED	PROSPECTIVE BIDDERS' QUERIES	DAR'S CLARIFICATION/RESPONSE
1	<p><b>Section VII. Technical Specifications</b></p> <p><b>4. SERVICE LEVEL AGREEMENT</b></p> <p>r. The Service Provider shall ensure proper usage of supplies based on the average monthly requirements. xxx ...</p> <p>k. xxx ...</p> <p>The DAR shall pay the Service Provider not later than the 15th and 30th or last calendar day of the following month based on the billing statement which should be submitted to the Department not later than the 7th and 21st day of each month for the duration of the contract.</p>	<p>Is it possible to provide the supplies on a monthly basis considering that there are only five months remaining in the contract duration?</p> <p>On the 21st of the month, the mandatory remittances are delayed. Consequently, the proof of these remittances might not be included, as the regular payroll dates are the 10th and 25th of the month. May we suggest submitting the billing not later than 5<sup>th</sup> and 10<sup>th</sup> of the month?</p> <p>The individual profiles/resumes we will be submitting are not guaranteed to be the final</p>	<p>The Department accepts this recommendation.</p> <p><b>(Please refer to SBB No. 1 – Amendments)</b></p> <p>This matter shall be under the supervision of the Finance Department. The 7<sup>th</sup> and 21<sup>st</sup> day of each month is the last day for the submission of the billing statement. There is no prohibition for the contractor to submit the same earlier than the said dates.</p> <p>Please comply with the requirements stipulated in the bidding document.</p>

	<p><b>5. ADDITIONAL REQUIREMENTS</b></p> <p>c. Individual profile/resume of personnel to be deployed</p> <p>d. xxx ... Proof of monthly remittance of premiums to SSS, PhilHealth, PAG-IBIG and ECC for the benefits of the janitorial personnel in the past year's contract which shall be provided/ made available during the bid opening.</p>	<p>selections for deployment. In light of this, may we request permission to submit a certification under oath affirming that we will comply with the requirement to provide 122 janitorial personnel?</p> <p>Can we submit an Official Receipt as proof of remittance of premiums to SSS, PhilHealth, PAG-IBIG, and ECC?</p>	<p>Yes. <b>(Please refer to SBB No. 1 – Amendments)</b></p>
<p><b>2</b></p>	<p><b>Section IX. Bid Forms</b></p> <p><b>Annex A-1 Price Schedule for Goods Offered from Within the Philippines</b></p> <p><b>B. Employer's Share to Government in Favor of the Janitor (Mandatory)</b></p> <p><b>D. Agency Fee</b></p> <p><b>OTHER QUERIES</b></p>	<p>Is the contribution for PAG-IBIG already updated?</p> <p>Are we going to follow the 10% mandated Agency fee by the Department of Labor and Employment (DOLE) or the mandate of the GPPB?</p> <p>The ECC is not listed under B. Employer's Share to</p>	<p>Yes, the contribution for PAG-IBIG was based on the existing PAG-IBIG regulations at the time of the issuance of the bidding documents.</p> <p>The provisions of the DOLE Department Order No. 10-A shall be applied to this procurement activity.</p>

Employee's Compensation Commission (ECC)	Government in Favor of the Janitor (Mandatory).	The ECC should be factored into the computation for the SSS contributions.
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Approved by:

  
**AMIHILDA J. SANGCOPAN** *H*  
Undersecretary, Office of Mindanao Affairs &  
Chairperson, Bids & Awards Committee