

**SUPPLEMENTAL / BID BULLETIN NO. 001**

**TITLE** : PROVISION OF SECURITY SERVICES FOR 2023  
**ITB NO.** : DSWD4B-2023-001  
**DATE** : 5 JANUARY 2023

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

PARTICULARS	CLARIFICATIONS/AMENDMENTS								
<p>1. What shall be the basis of computation of SSS and PHILHEALTH Contribution?</p>	<ul style="list-style-type: none"> <li>The computation for SSS contribution will be based on 2023 rates. However, given the suspension on the increase of the premium of PHILHEALTH for CY 2023 by the President, the old rate (2022) shall be used.</li> </ul>								
<p>2. Clarification on the standard administrative fee of not less than 20% of the total contract cost pursuant to Section 9 of the Republic Act 11917 or the Private Security Industry Act.</p>	<ul style="list-style-type: none"> <li>Given the enactment and implementation of RA 11917, the minimum administrative fees that may be charged by the service provider shall not be less than twenty percent (20%) of the total contract cost pursuant to the provision of the said law.</li> </ul> <p>The Procuring Entity only ensures the amount directly paid to the guard, including incentive leave, night differential, 13th-month pay, uniform allowance, and other mandatory social benefits. In addition, <b><u>for the bid to be qualified, it should not be higher than the ABC.</u></b></p>								
<p>3. How many working days per year shall be applied?</p>	<ul style="list-style-type: none"> <li>As discussed in <b>2022 DOLE's Handbook on Workers' Statutory Monetary Benefits</b>, for those who are required to work every day including Sundays or rest days, special days, and regular holidays, the total number of working days applied is <b><u>394.40, hence the Equivalent No. of Days per Year to be used in the Price Schedule is now 394.40.</u></b></li> </ul>								
<table border="1"> <tr> <td>PRICE SCHEDULE</td> <td></td> </tr> <tr> <td>EQUIVALENT NO. OF DAYS PER YEAR (EDPY)</td> <td>393.8</td> </tr> </table>	PRICE SCHEDULE		EQUIVALENT NO. OF DAYS PER YEAR (EDPY)	393.8	<table border="1"> <tr> <td>PRICE SCHEDULE</td> <td></td> </tr> <tr> <td>EQUIVALENT NO. OF DAYS PER YEAR (EDPY)</td> <td>394.4</td> </tr> </table>	PRICE SCHEDULE		EQUIVALENT NO. OF DAYS PER YEAR (EDPY)	394.4
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<p>4. Basis for the Computation of Overtime Pay</p>	<ul style="list-style-type: none"> <li>Computation for the Overtime Pay shall be based on DOLE DO 150-</li> </ul>								



	<p>2016 Item 7.5 which states that "<u>Overtime Pay for work rendered in excess of eight (8) hours a day equivalent to at least twenty-five (25%) of the regular hourly rate on ordinary days and thirty percent (30%) of the hourly rate on regular holidays, special days and rest days.</u></p>
<p>5. Stating "0" in the 5 Days Incentive Leave</p>	<ul style="list-style-type: none"> <li>As previously discussed during the Pre Bid Conference last January 4, 2023, specifying zero(0) or a dash (-) for the required item provided but no price indicated would mean that is being offered for free to the government. However, <b>given that 5 days of incentive leave is mandatory and required by law or regulations, <u>not indicating the required item in the bidding documents is tantamount to an incomplete bid which will cause the disqualification of the bidder and be considered non-responsive.</u></b></li> </ul>

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

*Editha B. Ocampo*  
**EDITHA B. OCAMPO**  
 Vice Chairperson X  
 Bids and Awards Committee

Please accomplish the portion below and email at [procurement.fomimaropa@dswd.gov.ph](mailto:procurement.fomimaropa@dswd.gov.ph).

Received from DSWD Field Office MIMAROPA, **Supplemental/Bid Bulletin No.1** for the **Provision of Security Services for 2023 with Project ID No: DSWD4B-2023-001**

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