



**SUPPLEMENTAL/BID BULLETIN NO. 1**

**PROCUREMENT OF GENERAL SUPPORT SERVICES FOR PPA PORT  
MANAGEMENT OFFICES AND PROJECTS (HEAD OFFICE, LUZON, VISAYAS  
AND MINDANAO CLUSTERS)**

**T O** : All Prospective Bidders  
: Members, HO-BAC-EP  
: Others Concerned

Relative to the Bid Documents posted for the above projects in the PPA and PhilGEPS websites on 21 June 2021, please be informed of the following amendments thereto, as follows:

**I. ON THE TERMS OF REFERENCE (TOR)  
LUZON, VISAYAS AND MINDANAO CLUSTERS**

**FOR NO. 8 UNDER OBLIGATIONS AND RESPONSIBILITIES, ATTACHED IS THE LIST OF JANITORIAL SUPPLIES AND MATERIALS FOR PORT MANAGEMENT OFFICES.**

**II. NOTE ON ANNEX "A" OF THE TERMS OF REFERENCE (TOR) FOR HEAD  
OFFICE, LUZON, VISAYAS AND MINDANAO CLUSTERS**

**SSS IS BASED ON SSS CIRCULAR NO. 2020-033.**

**III. ON ANNEX "A" OF THE TERMS OF REFERENCE (TOR)  
PROPOSED POSITIONS FOR GENERAL SUPPORT SERVICES FOR LUZON  
CLUSTER (PMO PALAWAN)**

**ATTACHED IS THE REVISED FORM**

Issued this 2<sup>nd</sup> day of July 2021

THE BIDS AND AWARDS COMMITTEE

By:

**MARK JON S. PALOMAR**  
Chairperson, HO-BAC-EP

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## JANITORIAL SUPPLIES AND MATERIALS FOR PORT MANAGEMENT OFFICES

### MONTHLY CONSUMPTION

450 packs	Garbage Bag (Large-200pcs, Medium-100pcs, Small-150pcs)
25 btls	Insecticides 300 ml
150 rolls	Tissue Paper
40 btls	Alcohol
30 bars	Detergent Soap
50 btls	Disinfectant Spray
30 kgs	Detergent Powder
50 gals	Toilet Bowl Cleaner
30 kgs	Rags
40 btls	Hand Soap 90 g
20 btls	Dishwashing Liquid 250 ml
60 pcs	Scouring Pad (Heavy Duty)
7 gals	Wax Stripper
2 gals	Carpet Shampoo
30 gals	Liquid Wax
30 gals	All Purpose Cleaner
5 gals	Air Freshner (for comfort rooms)
30 gals	Bleaching Liquid 250 ml
70 cans	Air Freshner (for offices)
50 pairs	Rubber Hand Gloves
25 gals	Liquid Declogger

### QUARTERLY CONSUMPTION

100 pcs	Soft Broom (walis tambo)
100 pcs	Broomstick (walis ting-ting)
100 pcs	Mop Head
100 pcs	Face Mask (washable)

### SEMI ANNUAL CONSUMPTION

40 pcs	Mop Handle
40 pcs	Dust Pan
40 pcs	Toilet Bowl Brush with Handle
40 pcs	Toilet Bowl Rubber Pump
40 pcs	Polishing Pad
30 pcs	Pail and Dipper
15 pcs	Glass Cleaner Roller

**PROPOSED GENERAL SUPPORT SERVICES FOR PMOs  
FOR CY 2021**

**ANNEX A**

NC	No. of Positions per NC	POSITIONS	BIO	BASIC MONTHLY (RM, 4 Trimester 2)	Amount Payable to Government					Amount Payable to Gov't & Employee	Amount Payable to Admin. Cost	Billing Per Position	Value Added Tax (15%)	Monthly Billing Rate Per No. of Position	Gross Monthly Billing Rate Per Month	Annual Billing Rate	ANNUAL OMOSS TOTAL PER NC
					RM	RM	RM	RM	RM								
		<b>Estimate</b>		(a)	(b)	(c)	(d)	(e)	(f)								
	14	Administrative Division Janitor	1	9,981.00													
	1	TMO Brokers Field Janitor	1	9,981.00													
	2	TMO Canteen Janitor	1	9,981.00													
	1	TMO Callan Janitor	1	9,981.00													
	1	TMO Cava Janitor	1	9,981.00													
	1	TMO El Mide Janitor	1	9,981.00													
		Additional TMO Cava Janitor	1	9,981.00													
<b>TOTAL</b>	<b>22</b>		<b>1</b>	<b>9,981.00</b>													

- Note:**
- SSS is based on SSS Circular No. 2020-003
  - PHIC Premium Rate is computed at 3.50% of monthly salary divided by 2
  - Budget for Overtime Pay is already included in the ABC which amounts to 5% of basic salary per month
  - The Bid offer shall include other requirements under the TOR such as RFID, Uniform, Training/Seminar, HMO etc.
  - SL = (Basic Monthly/22) \* 5 x 12