

**BID BULLETIN**  
(24 March 2025)

**ADDENDUM NO. 2025-03**

**Subject: Procurement of One (1) Lot of Janitorial Services with a total ABC of Php 13,397,251.94**

**TO ALL CONCERNED BIDDERS:**

In connection with the above-captioned subject, please be informed that there are changes in the Bidding Documents, as follows:

- A. Clarification. Service Provider is not mandated to submit the following documents during the opening of Bids. However, during post qualification process, the lowest calculated bidder must submit these documents for evaluation:
1. Department of Labor and Employment (DOLE) Permit
  2. SSS Premium Contribution
  3. Philhealth Contribution
  4. Employees Compensation Commission (ECC)
  5. Pag-ibig Premium
  6. Bureau of Internal Revenue (BIR) Compliance
- B. **Amendment to Section 4.3 Compliance with Laws, Rules and Regulations** (paragraph 4)

**Original**

The Service Provider shall faithfully comply with the prevailing basic/minimum wage determined by the National Wage Board and the Regional Tripartite Wages and Productivity Board at the time of execution of the service Contract. The Service Provider shall likewise faithfully comply with the future adjustments/increases in basic/minimum wage mandated by law during the effectivity of the Service Contract. No additional adjustments in the contract price shall be made despite future adjustment/increases in basic/minimum wage.

**Amended**

The Service Provider shall faithfully comply with the prevailing basic/minimum wage determined by the National Wage Board and the Regional Tripartite Wages and Productivity Board at the time of execution of the service contract. The Service Provider shall likewise faithfully comply with the future adjustments/increases in basic/minimum wage mandated by law during the effectivity of the Service Contract.

- C. Under the **Financial Requirement**
1. On COLA. This has been included in the minimum wages. Therefore, the PhP10.00 entry shall be removed from the financial requirements table.
  2. On SSS (Based from SSS Circular No. 2024-006). The Basic Rate per janitor and the Service Incentive Leave have been considered.
  3. Philhealth (Philhealth Table 2025, 5% of Basic rate/janitor). The range of compensation has been based on the Basic Rate per Janitor.



Original

FINANCIAL REQUIREMENT  
CY 2025

PARTICULARS		5 DAYS
	Daily Basic Wages	645.00
	COLA	10.00
	Number of days	261
<b>A.</b>	<b>Monthly Minimum Wages Rate</b>	
	Basic Rate per Janitor (645.00 x 261 days / 12 months)	14,028.75
	13th Month Pay (645.00 x 261 days/12/12 months)	1,169.06
	Service Incentive Leave (645.00 x 5 days / 12 months)	268.75
	<b>Sub total</b>	<b>15,466.56</b>
<b>B.</b>	<b>Payment to Government</b>	
	SSS (Based from SSS Circular No. 2024-006)	2,355.00
	ECC	10.00
	Philhealth (Philhealth Table 2025, 5% of Basic rate/janitor)	773.33
	Pag-Ibig	200.00
	<b>Sub total</b>	<b>3,338.33</b>
<b>C.</b>	<b>Total amount per Janitor (A+B)</b>	<b>18,804.89</b>
	Number of Janitors	46
	Number of Months	12
<b>D.</b>	<b>Total Wages per One (1) year (C x 46 x 12 months)</b>	<b>10,380,299.63</b>
<b>E.</b>	<b>Agency Fee (10% of D)</b>	<b>1,038,029.96</b>
<b>F.</b>	<b>Supplies and Materials</b>	<b>654,720.00</b>
<b>G.</b>	<b>VAT (12% of D+E)</b>	<b>1,324,202.36</b>
<b>H.</b>	<b>Total Amount</b>	<b>13,397,251.94</b>

Amended

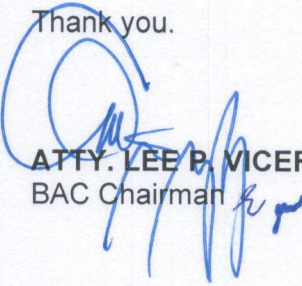
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	Service Incentive Leave (645.00 x 5 days / 12 months)	268.75
	<b>Sub total</b>	<b>15,466.56</b>
<b>B.</b>	<b>Payment to Government</b>	
	SSS (Based from SSS Circular No. 2024-006)	2,185.00
	ECC	10.00
	Philhealth (Philhealth Table 2025, 5% of Basic rate/janitor)	701.44
	Pag-Ibig	200.00
	<b>Sub total</b>	<b>3,096.44</b>
<b>C.</b>	<b>Total amount per Janitor (A+B)</b>	<b>18,563.00</b>
	Number of Janitors	46
	Number of Months	12
<b>D.</b>	<b>Total Wages per One (1) year (C x 46 x 12 months)</b>	<b>10,246,776.00</b>
<b>E.</b>	<b>Agency Fee (10% of D)</b>	<b>1,024,677.60</b>
<b>F.</b>	<b>Supplies and Materials</b>	<b>654,720.00</b>
<b>G.</b>	<b>VAT (12% of D+E)</b>	<b>1,308,179.52</b>
<b>H.</b>	<b>Total Amount</b>	<b>13,234,353.12</b>

The total approved budget for the contract (ABC) for this project is hereby adjusted from Php 13,397,251.94 to Php 13,234,353.12.

For information and guidance of all concerned bidders.

Thank you.

  
ATTY. LEE P. MICERAL  
BAC Chairman