



Republic of the Philippines
Province of Cavite
CITY OF BACOR

BIDS AND AWARDS COMMITTEE

BID BULLETIN NO. 5522926-01

On 06 August 2018, the Pre-Bid Conference for the **"Procurement of Services - Janitorial Services for Different Buildings at BGC"** (ABC=P2,000,000.00) was conducted. The conference was attended by the following interested bidders:

D'Triumph Cleaners and Allies Services, Inc.
Topservice Service Solutions, Inc.
First Country Manpower Services

Questions were raised during the conference, the answers to which are presented below for the information and reference of all interested bidders:

1. The supporting documents mentioned in the "Statement of All Ongoing Government and Private Contract" may be denominated in some other title other than those listed in the sample form, as long as it can support the existence of a contract;
2. The "Statement of All Completed Projects..." should be changed to "Statement of the Single Largest Completed Contract Similar In Nature";
3. The submission of PhilGEPS Certificate of Registration and Membership (Platinum) is sufficient for the purpose of eligibility check. However, those still processing the renewal of their PhilGEPS Certificate may still submit the usual Class "A" documents during bid submission. But the PhilGEPS Certificate shall be required during post qualification. (see GPPB Circular 07-2017, dated 31 July 2017, on the Deferment of the Implementation of the Mandatory Submission of PhilGEPS Certificate of Registration and Membership);
4. On the question whether the Administrative Fee imposed by DOLE should be complied, the BAC adopts the position of the GPPB in Resolution No. 14-2012, reiterated through Resolution No. 14-2015 and Circular No. 04-2015, both dated 30 April 2015, that:

"Similar to the 10% administrative fee imposed under Section 9(b)(ii) of DOLE DO No. 18-A, the 20% administrative fee provided for under Section 4 of DOLE DO No. 150-16 is also a percentage imposition that has for its effect the fixing of a floor price on Service Agreements. In this regard and following the position of the GPPB as stated and explained in the above-mentioned issuances, as well as the case of *Philippine Sports Commission, et. al. v. Dear John Services, Inc.*, we are of the opinion that Section 4 of DOLE DO No. 150-16, insofar as it imposes a minimum administrative fee of 20% of the total contract cost for Service Agreement for security services, likewise runs counter to the provision of Section 31 of RA 9184 and its IRR. (GPPB NPM No. 089-2016, 15 November 2016)

5. The materials inclusive of the janitorial services are as follows:

3 units	floor polisher
2 units	vacuum cleaner tools
3 pcs	stripping pad for floor polisher
3 pcs	polishing pad for floor polisher
3 pcs	mop squeezer
3 pcs	caution signage

5 pcs	spatula
1 pc	12ft aluminum ladder
1 unit	30-meter water hose
3 pcs	plastic pails
1 pc	large plastic container (drum)

Regular supplies for:

Toilet hand pump, Toilet bowl hand brush, Rags for dry wiping/cleaning, Rags for wet wiping/cleaning, Soft broom, Broom stick, Doormats and comfort room materials, Liquid disinfectant for comfort rooms, Muriatic acid, Air freshner, Furniture liquid polish, Liquid stain remover, Shine polish/wax for tiles, Liquid soap for comfort rooms, Deodorant cake for comfort rooms, Detergent powder, Powder cleanser, Scrubbing pad, Steel wool, Toilet tissue paper, Insecticide, Metal polish, Garbage bag (big), Garbage bag (small, for trash bin)

6. The number of working days per week based on contract shall be six (6) days;
7. The contract duration of five (5) months originally indicated in the bidding documents is corrected as four (4) months starting from September to December 2018; The number of janitors shall be changed from 16 to 20 broken down as follows:
 - Hall of Justice = 16**
 - Gymnasium = 2**
 - NAC Building = 1**
 - Bulwagan = 1**
8. No janitorial services during legal and declared non-working holidays, unless specifically required by the City Government on certain offices, but at no additional cost in favor of the government;

The scheduled deadline for submission and receipt of bids remains to be on 20 August 2018, 12:00PM.

Please be guided accordingly.


ELVINIA S. GUERRERO
 Chairperson