



Republic of the Philippines Department of Agriculture
PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY
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BIDS & AWARDS COMMITTEE
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**Supplemental/Bid Bulletin for the Procurement of
Provision of Janitorial Services for PhilFIDA Central Office,
Fiber Processing & Utilization Laboratory, and Regional Office-IV**

Wednesday, 15 March 2017

Addenda for the **Procurement of Provision of Janitorial Services for PhilFIDA Central Office, Fiber Processing & Utilization Laboratory, and Regional Office-IV (AFMD – PhP 1,149,803.96)** (PhilGEPS Ref. No. 4380361) has been issued to modify or amend the items as indicated in the Invitation to Bidders, Bid Data Sheet, Schedule of Requirements and Technical Specifications which were issued earlier.

Such addenda shall form an integral part of the Bid Documents.

All prospective bidders must comply with the agreed specifications as detailed in the Supplemental/Bid Bulletin below:

1. Clearances/Certifications from the National Labor Relations Commission (NLRC), Department of Labor and Employment (DOLE), Pag-IBIG Fund, Social Security System (SSS) and Philippine Health Insurance Corporation (PhilHealth), during the bid opening as part of the eligibility requirements. Said clearances must be valid during the date of bid opening.
2. Multi-Year Contract:
 - 2.1 The project will be a multi-year contract which will be valid for three (3) years and the Approved Budget for the Contract (ABC) is for the first year only.
 - 2.2 All bid prices for the duration of the three (3) years shall be fixed and shall not be adjusted during the contract implementation, except for the following:
 - a. *Increase in minimum daily wage pursuant to law or new wage order issued after the date of bidding;*
 - b. *Increase in taxes;*
 - c. *If during the term of the contract the Procuring Entity sees the need for an increase or decrease in the number of security guards or janitorial attendants, the resulting cost of said increase or decrease, provided that the ABC for the relevant year is not exceeded.*
3. In the General Conditions under the Annex A (SERVICE LEVEL AGREEMENT):
The deployed personnel shall render work 5 ½ days a week from Monday to Saturday by following this schedule: 8 hours a day from Monday to Thursday; 4

hours or half-day on Friday and 8 hours or whole-day on Saturday in order to devote this time in the general cleaning so as not to hamper the regular works in the office. However, the personnel may be requested to provide assistance outside the regular working hours or during weekends or holidays, upon the written approval of the Chief of AFMD.

4. In the Specific Conditions under the Annex A (SERVICE LEVEL AGREEMENT):

List of tools/equipment, supplies and cleaning materials for One (1) year. They should be presented for inspection to the GSS-Property & Supply Unit.

Monthly		Quarterly		Semi-Annual		Annual	
No./Unit	Item	No./Unit	Item	No./Unit	Item	No//Unit	Item
3 gal	All-purpose cleaner	1 gal	Floor finish	10 pc	Spatula	2 Unit	Vacuum, wet and dry
2 gal	Glass cleaner	1 gal	Strip-off	9 pc	Dust pan, plastic	1 Unit	Floor Polisher
3 gal	Air freshener	7 pc	Toilet brush	7 pc	Pail, plastic		
3 gal	Beam bleach	7 pc	Plastic sprayer	7 pc	Dipper plastic		
3 gal	Toilet bowl cleaner	1 pc	Polishing pad	7 pc	Glass squeegee		
3 gal	Furniture polish	1 pc	Stripping pad	4 pc	Aluminum mop head		
1 gal	Hand soap			3 pc	Push brush		
14 pc	Flannel cloth, big cut			3 pc	Hand brush		
14 kg	Detergent Soap			3 pc	Toilet pump		
36 pc	Deodorant cake						
16 pc	Steel wool						
16 pc	Scotch brite						
12 pc	Rubber gloves						
7 pc	Mop head, ordinary						
7 pc	Broom, tambo						
5 pc	Broom, tingting						

The addition of floor polisher to the list above shall have no additional cost to the contract price.


JOSE L. CATALLA
 BAC Chairperson