



BIDS AND AWARDS COMMITTEE
Bid Bulletin/Supplemental No. 1

Rebidding for the Procurement of Janitorial and Manpower Services for the Philippine State College of Aeronautics for CY 2025 (Early Procurement Activity)
Reference No. PB2024-GS-30-EPA

This Supplemental Bid Bulletin No. 1 dated December 19, 2024 is being issued to clarify, modify or amend items in the Bidding Documents.

The following items in the Bidding Documents for the Rebidding for the Procurement of Janitorial and Manpower Services for the Philippine State College of Aeronautics for CY 2025 as discussed and agreed during the pre-bid conference held last December 13, 2024 are hereby revised/amended:

1. Section VII. Technical Specification

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<p>SCOPE AND SERVICE FOR MANPOWER SERVICE</p> <p>25. The Contractor shall provide Manpower Services capable of doing the following:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Description</th> <th style="text-align: center;">No. of Personnel</th> </tr> </thead> <tbody> <tr> <td>Carpentry, masonry and painting works, plumbing works 2 carpenters 2 masons 1 plumber</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Maintenance, installation, trouble shooting and repairs involving electrical system -2 electricians</td> <td rowspan="2" style="text-align: center;">5</td> </tr> <tr> <td>Maintenance, installation, trouble shooting and repairs involving fans and air-conditioning units -2 technicians</td> </tr> <tr> <td>Drawing, design and illustration using computer aided drawing (CAD) and design technology in construction, renovation and repair of PhilSCA buildings, various offices and facilities -1</td> <td rowspan="2" style="text-align: center;">1</td> </tr> <tr> <td>Welder -1</td> </tr> <tr> <td>Maintenance and repair of PhilSCA motor vehicles. - 1 auto mechanic</td> <td style="text-align: center;">1</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: center;">13</td> </tr> </tbody> </table>	Description	No. of Personnel	Carpentry, masonry and painting works, plumbing works 2 carpenters 2 masons 1 plumber	5	Maintenance, installation, trouble shooting and repairs involving electrical system -2 electricians	5	Maintenance, installation, trouble shooting and repairs involving fans and air-conditioning units -2 technicians	Drawing, design and illustration using computer aided drawing (CAD) and design technology in construction, renovation and repair of PhilSCA buildings, various offices and facilities -1	1	Welder -1	Maintenance and repair of PhilSCA motor vehicles. - 1 auto mechanic	1	TOTAL	13	<p>SCOPE AND SERVICE FOR MANPOWER SERVICE</p> <p>25. The Contractor shall provide Manpower Services capable of doing the following:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Description</th> <th style="text-align: center;">No. of Personnel</th> </tr> </thead> <tbody> <tr> <td>Carpentry, masonry and painting works, plumbing works 2 carpenters 2 masons 1 plumber</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Maintenance, installation, trouble shooting and repairs involving electrical system -2 electricians</td> <td rowspan="2" style="text-align: center;">5</td> </tr> <tr> <td>Maintenance, installation, trouble shooting and repairs involving fans and air-conditioning units -2 technicians</td> </tr> <tr> <td>Drawing, design and illustration using computer aided drawing (CAD) and design technology in construction, renovation and repair of PhilSCA buildings, various offices and facilities -1</td> <td rowspan="2" style="text-align: center;">1</td> </tr> <tr> <td>Welder -1</td> </tr> <tr> <td>Maintenance and repair of PhilSCA motor vehicles. - 1 auto mechanic</td> <td style="text-align: center;">1</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: center;">12</td> </tr> </tbody> </table>	Description	No. of Personnel	Carpentry, masonry and painting works, plumbing works 2 carpenters 2 masons 1 plumber	5	Maintenance, installation, trouble shooting and repairs involving electrical system -2 electricians	5	Maintenance, installation, trouble shooting and repairs involving fans and air-conditioning units -2 technicians	Drawing, design and illustration using computer aided drawing (CAD) and design technology in construction, renovation and repair of PhilSCA buildings, various offices and facilities -1	1	Welder -1	Maintenance and repair of PhilSCA motor vehicles. - 1 auto mechanic	1	TOTAL	12
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<p>26. The working period shall be five (5) days Mondays to Saturdays except Legal Holidays from 8:00 AM to 5:00 PM.</p>	<p>26. The working period shall be five (5) days Mondays to Friday except Legal Holidays from 8:00 AM to 5:00 PM.</p>																												
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Check and inspect A/C for troubleshooting and repair	Daily	Check and inspect A/C for troubleshooting and repair	Weekly
Prepare schematic diagrams, preliminary sketches, drawing options and final drawings of proposed fabrication, renovation and construction projects.	Daily and/or as needed	Prepare schematic diagrams, preliminary sketches, drawing options and final drawings of proposed fabrication, renovation and construction projects.	as needed

2. Discussions during the pre-bid conference/additional information/reminders to the bidders:

- a. The BAC secretariat read the Terms of Reference and the items listed in the checklist and other requirements that must be submitted by the bidders. He also informed the bidders that the project will follow the Early Procurement Scheme where the Notice of Award will be issued once the GAA for FY 2025 is approved.
- b. The BAC reiterated that the salary rates for skilled personnel were based from the CSC qualification standards and the specified rate was P 760.00/day for skilled personnel. It was added that for janitorial personnel the rate is P 645.00 a day.
- c. It was mentioned that rate is based from 261 working days.
- d. Bidders are instructed to follow DOLE D.O. No. 174, series of 2017 that the standard administrative fee should not be less than ten percent (10%) of the total contract cost.
- e. Bidders are instructed to include on their accomplished price schedule(s) the cost of all the janitorial supplies, consumables, materials, tools and equipment, as well as all the manpower tools and equipment. Bidders are reminded to write "0" (zero) for every item being offered for free. (please refer to Section 32.2.1 of the 2016 Revised IRR of RA 9184).
- f. Bidders are requested to provide a *flash drive* containing scanned copies of their eligibility documents (first envelope) for presentation purposes only during the bid opening.
- g. One of the bidders asked if it is allowed to submit only the certified copy of PhilGEPS Certificate of Registration for Class "A" Documents for Legal Documents. The BAC Chairperson answered that it will be allowed however, the other legal documents (SEC registration, DTI, Mayor's/Business Permits and Tax Clearance) must be presented during the post-qualification visit.
- h. It was also clarified that during the opening of bids, bidders are allowed to submit only a matrix showing all their ongoing government and private contracts. The supporting documents must be presented during the post-qualification visit.
- i. It was also made clear that bidders must also submit supporting documents for their SLCC such as contract agreement, NOA, NTP, Certificate of Completion, Official Receipts, etc.



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- j. One of the bidders asked if the BAC will allow to submit a contract for their SLCC that is purely providing janitorial services. The BAC Chairperson answered that the BAC will allow bidders to submit their SLCC that is purely janitorial services only.
- k. The BAC also emphasized that the bidders must submit relevant documents that will show compliance to some additional requirements discussed in the technical specifications.
- l. It was also reiterated that the winning bidder will rent a room in PhilSCA Guestel to provide room for their personnel. The monthly rental depends on the amount issued by the IGP Office.
- m. It was made clear that the lists presented in Annex A, B, and C are for the duration of the contract for one (1) year.

This Supplemental Bid Bulletin No. 1 shall form part of the Bid Documents. Any provision in the Bid Documents inconsistent herewith is hereby amended, modified, and superseded accordingly.

For the information and guidance of all concerned.

Issued this 19th day of December 2024 in the City of Pasay.

MR. DARBY P. ESPERANZATE
Chairman, Bids & Awards Committee