

SUPPLEMENTAL BID BULLETIN 01

November 17, 2023

SUBJECT : Bid Reference 2023-52 entitled "PROCUREMENT OF DA-BFAR JANITORIAL SERVICES FOR THE PERIOD OF JANUARY 01, 2024 TO DECEMBER 31, 2024."

This Supplemental Bid Bulletin no. 1 is issued to all participating bidders to clarify, amend and/or modify certain provisions and requirements set forth under the above-entitled procurement project to wit:

I. INSTRUCTION TO BIDDERS.

FROM	TO
Funding Information	Funding Information
General Appropriation Act for year 2023	The source of funding is National Expenditure Program (NEP) FY 2024.

II. BID DATA SHEET, TERMS OF REFERENCE AND CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS.

FROM	TO
ITB Clause No. 10	ITB Clause No. 10
Aside from the regular eligibility requirements indicated, the first envelope shall also contain the following eligibility documents:	Aside from the regular eligibility requirements indicated, the first envelope shall also contain the following eligibility documents:
<ul style="list-style-type: none"> a. 2023 DOLE Clearance b. 2023 Court Clearance issued by the RTC Executive Branch of the principal place of business of the bidder. c. Certificate of SSS registration as employer. d. Submission of Certificates/ Clearance (January 1, 2023 to October 31, 2023) issued by 	<ul style="list-style-type: none"> a. 2023 DOLE Clearance. b. 2023 Court Clearance issued by the RTC Executive Branch of the principal place of business of the bidder. c. Certificate of SSS registration as employer. d. Submission of Certificates/ Clearance (January 1, 2023 to

<p>the following offices:</p> <ol style="list-style-type: none"> Social Security System PhilHealth PAG-IBIG DOLE <p>In case the record for the month is not included, Proof of Payment (Receipts) with Alpha Listing is required and must be Certified True Copy</p> <p>NOTE: During the Post-Qualification, Responsive Bidder will submit latest Proof of Payment for Social Security Services, Philhealth and HDMF Premium with listing of all its staff relative to the deadline of payments.</p> <ol style="list-style-type: none"> List of at least two (2) bank references. List of equipment owned (for Janitorial Services). Engaged in the business for at least 5 years. Has client satisfactory certificate of at least 3 clients in the last five years. Submission of manpower requirements (CV or PDS) Training Certificate. <p>The standard administrative fee for the janitorial services must be based on DOLE department order 18-A, series of 2011.</p>	<p>September 31, 2023) issued by</p> <p>the following offices:</p> <ol style="list-style-type: none"> Social Security System PhilHealth PAG-IBIG <p>In case the record for the month is not included, Proof of Payment (Receipts) with Alpha Listing is required and must be Certified True Copy</p> <p>NOTE: During the Post-Qualification, Responsive Bidder will submit latest Proof of Payment for Social Security Services, Philhealth and HDMF Premium with listing of all its staff relative to the deadline of payments.</p> <ol style="list-style-type: none"> List of equipment owned (for Janitorial Services). Engaged in the business for at least 2 years. Has client satisfactory certificate of at least 2 clients. Submission of manpower requirements including house-keeping training certificates for janitors and supervisory training certificates for supervisors (CV or PDS). House-keeping plan including the organizational structure of janitorial services. <p>The standard administrative fee for the janitorial services must be based on DOLE department order 18-A, series of 2011.</p>
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III. ITB CLAUSE NO. 20.2.

FROM	TO
1. Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payments System (EFPS), consisting of the following: i. 2021 Income Tax Return with proof of payment; and ii. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the previous 6 months.	1. Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payments System (EFPS), consisting of the following: i. 2022 Income Tax Return with proof of payment; and ii. VAT Returns (Form 2550M and 2550Q) or Percentage Tax Returns (2551M) with proof of payment covering the previous 6 months.

IV. SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS.

FROM			TO		
Description	Quantity	Total	Description	Quantity	Total
PROCUREMENT OF DA-BFAR JANITORIAL SERVICES FOR THE PERIOD OF JANUARY 01, 2024 TO DECEMBER 31, 2024. 1. BFAR Central Office – Fisheries Building Complex, BPI Compound, Brgy. Vasra, Elliptical Rd., Diliman, Quezon City.	1 Supervisor and 28 Janitors	29	PROCUREMENT OF DA-BFAR JANITORIAL SERVICES FOR THE PERIOD OF JANUARY 01, 2024 TO DECEMBER 31, 2024. 1. BFAR Central Office – Fisheries Building Complex, BPI Compound, Brgy. Vasra, Elliptical Rd., Diliman, Quezon City.	1 Supervisor and 28 Janitors	29
2. BFAR-NCR No. 8 Kalayaan Avenue, Quezon City.	3 Janitors	3	2. BFAR-NCR No. 8 Kalayaan Avenue, Quezon City.	1 Supervisor and 2 Janitors	3
3. BFAR-ARCADIA 860 Arcadia Bldg., Quezon Ave., Quezon City.	3 Janitors	3	3. BFAR-ARCADIA 860 Arcadia Bldg.,	1 Supervisor	3

4. BFAR-Navotas Port.	5 Janitors	5	Quezon Ave., Quezon City.	and 2 Janitors	
5. BFAR-NMFDC Sangley Point, Cavite City.	3 Janitors	3	4. BFAR-Navotas Port.	1 Supervisor and 4 Janitors	5
6. BFAR-NIFFTC, Tanay Rizal	4 Janitors	4	5. BFAR-NMFDC Sangley Point, Cavite City.	1 Supervisor and 2 Janitors	3
	TOTAL	47	6. BFAR-NIFFTC, Tanay Rizal	1 Supervisor and 3 Janitors	4
				TOTAL	47

V. LIST OF SUPPLIES.

FROM	TO
ITEM DESCRIPTION	ITEM DESCRIPTION
MONTHLY SUPPLIES	MONTHLY SUPPLIES
1. Powder Soap (Tide or equivalent).	1. Powder Soap.
2. Cleanser (Ajax or equivalent).	2. Cleanser.
3. Dishwashing Paste (Axion or equivalent).	3. Dishwashing Paste.
4. Air Freshener (Glade or equivalent).	4. Air Freshener.
5. Disinfectant.	5. Disinfectant.
6. Deodorant Cake.	6. Deodorant Cake.
7. Toilet Bowl Cleaner.	7. Toilet Bowl Cleaner.
8. chlorox or zonrox.	8. Liquid Bleach.
9. Rugs (for wiping).	9. Rugs (for wiping).
10. Scrub (Scotch Brite or equivalent).	10. Scrub.
11. Furniture Polish (400ml).	11. Furniture Polish (400ml).
12. Carpet Shampoo.	12. Carpet Shampoo.
13. Declogger.	13. Declogger.
14. Stainless Steel Cleaner (Brand 3M).	14. Stainless Steel Cleaner (Brand 3M).
15. Fabric Conditioner (Downy 350ml).	15. Fabric Conditioner.

16. Insecticide (Baygon or equivalent).	16. Insecticide.
17. Glass Cleaner.	17. Glass Cleaner.
18. Plastic Garbage Bag.	18. Plastic Garbage Bag.
19. Liquid Hand Soap.	19. Liquid Hand Soap.

VI. SCHEDULE OF REQUIREMENTS (NOTES).

FROM	TO
<p>Notes:</p> <ul style="list-style-type: none"> All supplies shall be of high quality, unadulterated and unexpired contents. Prices shall be based on the current suggested retail price (SRP). BFAR may request for replenishment in case supplies are already consumed. Indicate brand supplies in the technical proposal. 	<p>Notes:</p> <ul style="list-style-type: none"> All supplies shall be of high quality, unadulterated and unexpired contents. BFAR may request for replenishment in case supplies are already consumed.

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company

Signature over Printed Name of
Authorized Representative

Date

NOTE: The price amount for the list of supplies should be indicated to the Bid proposal documents to be submitted on bid opening November 29, 2023 (Wednesday) not later than 8:30 am.

****nothing follows****

All other portions of the Bidding Documents affected by these amendments shall be made to conform the same.

Amendments/inclusions/clarifications made herein shall be considered an integral part of the Bidding Documents.



Republic of the Philippines
Department of Agriculture
BUREAU OF FISHERIES AND AQUATIC RESOURCES
BIDS AND AWARDS COMMITTEE OFFICE

2/F Fisheries Building Complex, BPI Compound, Brgy. Vasra, Visayas Ave., Quezon City
| www.bfar.da.gov.ph | bac.eps@bfar.da.gov.ph | 0999 886 5159

The changes made in the Philippine Bidding Documents (6th Edition, July 2020) are deemed integrated in terms and conditions for this project.

For further inquiries, please coordinate/call the Bids and Awards Committee Secretariat at Tel. No. 8332-4661.

Please be guided accordingly.

ATTY. MICHAEL S. ANDAYOG
Chairman, Bids and Awards Committee