



REPUBLIC OF THE PHILIPPINES  
BULACAN STATE UNIVERSITY

# BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES



Level III  
Mastery in Quality Management  
2022



Quality Management System  
ISO 9001:2015 Certified



Times Higher Education  
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Dark Green School

March 01, 2024

## Bid Bulletin No. 2

### Modification in the Schedule of Requirements, Cost Distribution for the Contract, Clarification

This Bid Bulletin no. 1 is issued to modify or amend items in the Bidding Documents for project: **“Provision of Janitorial Services for Bulacan State University-Main and External Campuses (G-2024-06)”**. This shall form an integral part of the said Bidding Documents.

#### I. SCHEDULE OF REQUIREMENTS

2	FROM			TO			
	Description	Quantity	Total	Item No.	Description	Total Quantity	Total
	<b>CLEANING EQUIPMENT to be provided by the SERVICE PROVIDER</b>				<b>CLEANING EQUIPMENT to be provided by the SERVICE PROVIDER and <u>should be available in each BulSU- Main and External Campuses</u></b>		
	• Wheel Barrow			1	Janitorial Belt 4 pockets	150	
	• Buggy			2	Heavy duty concrete buggy; load capacity 250-350 kgs., double bearing	20	
	• Trash Bin with label			3	Hooded Trash Bin (Large; capacity 85 liters; L-39cm x W-39 cm x H-100cm)		
	-Black				-Blue	Blue- 102	
	-Yellow				-Yellow	Yellow-102	
	-Green				-Green	Green-102	
	• Portable Chain Saw			4	Portable Chain Saw	7	
	• Floor Polisher			5	Floor Polisher size 16 inches weight 30 kgs. With brush and pad holder	7	
	• Ladder (A Type of Extension Type)			6	Heavy duty Foldable Ladder 4x5(20ft)	7	
	• Liquid Soap Dispenser (Comfort Rooms)			7	Liquid Soap Dispenser	290	
	• Power Spray including Accessories			8	Power Spray including Accessories	7	
	• Back Panel Manual Sprayer (for Disinfection)						
	• Fogging Machine (for Disinfection)						
	• Push Cart						

(bulsu.bac2secretariat@bulsu.edu.ph) | (919-7800 local 1056)

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- Mop Wringer Single Side Press, Yellow
- Vacuum Cleaner
- Shovel
- Hand Pruner
- Rake
- Garden Hose
- Trowel
- Grass Scissor
- Grass Cutter (gasoline shall be shouldered by the service provider)
- Portable Chainsaw
- Itak (Gulok)
- Plastic Bucket
- Garden Hoe
- Pick Mattock

Note: The SERVICE PROVIDER must see to it that all the tools and equipment as required in this contract be available for use at all times, and that there will be no delays in the provision of janitorial, hauling and other related services to be rendered due to lack of supplies or defective tools and equipment.

9	Back Panel Manual Sprayer (for Disinfection) <i>(disinfectant must be shouldered by the service provider)</i>	8	
10	Heavy duty Fogging Machine (for Disinfection) <i>(disinfectant must be shouldered by the service provider)</i>	8	
11	Big/ Heavy duty Pushcart; plat form size 1240 x 790 mm (49"x31); 400 kgs capacity ; wheel diameter 150mm (6") Floor height : 233 mm	9	
12	Mop bucket with Wringer Single Side Press,(Yellow) 36 liters	30	
13	Heavy duty Vacuum Cleaner (wet and dry) 22.5 liters capacity with accessories	10	
14	Motorized Heavy duty Grasscutter <i>(gasoline shall be shouldered by the service provider)</i>	8	
15	Garden Hose (30 meters)	8	
16	Grass Cutter manual (Heavy duty)	14	
17	Heavy duty Bolo (Itak)	14	
18	Working Gloves (cloth, rubberize)	70 pairs	
19	Rubber boots	70 pairs	
20	Raincoat	80 sets	
21	Rake	14	
22	Hat (Buntal)	50	
23	Four wheel Garbage bin, Heavy duty plastic garbage cart, Capacity 660 liters	7	
24	Putty knife/spatula (3 inches)	150	
25	Heavy duty metal Big dustpan	70	
26	Push Mop/ Dry Mop size 90 cm (Rotating Head)	60	
27	Shovel	7	

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	<p><b>Note:</b></p> <p>1. The <b>SERVICE PROVIDER</b> must see to it that all the tools and equipment as required in this contract be available for use at all times, and that there will be no delays in the provision of janitorial, hauling and other related services to be rendered due to lack of supplies or defective tools and equipment.</p> <p>2. The total numbers of cleaning equipment provided are intended for Main, Bustos, Hagonoy, Meneses, San Rafael and Sarmiento Campus and the service provider has the option to allocate the number of cleaning equipment per campus as long as the total numbers are met.</p> <p>3. The cleaning equipment shall be subject to inspection upon issuance of notice of award and before the execution of contract. Failure to do shall be subject to cancellation of award.</p>

## II. COST DISTRIBUTION FOR THE CONTRACT

	FROM	TO
	B. Amount to Government in favor of janitors and Supervisors (based on the standard fixed by law)	B. Amount to Government in favor of janitors (based on the standard fixed by law)
	D. OVERTIME	C. OVERTIME (60 hours/month)
	G. VALUE ADDED TAX (VAT)	G. VALUE ADDED TAX (VAT) (Apply to F)
	I. CONTINGENCY (To cover additional Janitors and Overtime Pay)	I. <del>deleted</del>

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Clarification	Answer
Clarification on the standard administrative fee of not less than 10% of the total contract cost imposed by DOLE Department Order 150-16 (DOLE DO 150-16)	The minimum administrative cost of ten percent (10%) will not apply. There shall be no minimum cost/percentage of Administrative Overhead and Margin (Agency Fee). The bid will be considered as long as the total offer (bid) is within the BulSu-Approved Budget for the Contract (ABC) and that all rates provided in so far as the amounts due to the government and due to the utility personnel's are in accordance with existing rules and regulations, such as salaries and benefits (e.g. SSS, PhilHealth, PAG-IBIG, taxes, etc.). This is in accordance with the Government Procurement Policy Board (GPPB) Resolution No. 117-2016 dated December 6, 2016, reiterating its position relative to Department of Labor and Employment (DOLE) Department Order (DO) No. 18-A, Section 9(B)(II) which runs counter to the provision of Section 31 of RA 9184 and its IRR.
Contract inclusion	All job order utility personnel/service maintenance shall be absorbed by the service provider with no diminution to their salary and government-mandated benefits.

Note:

1. Item, description or specifications not mentioned above are without modifications and will remain as it is in the bidding documents
2. Modified/additional entries are underlined, bold and italicized.

For information and guidance of all concerned.

**RAFAEL D.J. DAYAO, Ph.D.**

*Chairperson*

*BAC for Goods, Supplies & Services*

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