

**PHILIPPINE DEPOSIT INSURANCE CORPORATION**  
SSS Building, Ayala Avenue cor. V.A. Rufino St., Makati City  
Telephone No. : 841-4925 / 17; Website: [www.pdic.gov.ph](http://www.pdic.gov.ph)

**PROCUREMENT OF SECURITY SERVICES**  
**BID BULLETIN NO. 2**

Please be advised of the following amendments in the Instructions to Bidders:

1. Change of Schedule

	<b>Previous Schedule</b>	<b>New Schedule</b>
Deadline for Submission of Bids (Opening of Bids shall immediately follow)	March 13, 2015 (Friday)	<b>March 19, 2015 (Thursday)</b> Until 9:30 A.M. Ground Floor, SSS Building Ayala Avenue corner V. A. Rufino St., Makati City

2. Bid Form No. 6-a is revised to include the following :

- a. Cost of Living Allowance (COLA)
- b. Computation of bids for security guards on duty for six (6) day work week.

**BIDS AND AWARDS COMMITTEE**



March 10, 2015

**SECURITY SERVICES FOR PDIC**

**Computations of Bid Amount**

**For Security Officers/Guards Posted at the National Capital Region (NCR)**

**1. 12 Hours Daily Duty –7 Days a Week (Monday to Sunday including holidays)  
(Detachment Commander, Shift-in-Charge & security guards)**

<u>Particulars</u>	<u>Amount</u>	<u>Monthly Rate</u>
Daily wage	_____	
<b>A. Total Amount Paid Directly to Guard</b>		
Wage Pay/Month		_____
Night Differential		_____
13 <sup>th</sup> Month Pay		_____
Incentive Leave Pay		_____
Uniform Allowance		_____
COLA		_____
<b>B. Total Amount Paid to Government in Favor of Guard</b>		
Retirement Pay		_____
Social Security Premiums		_____
Medicare Contribution		_____
State Insurance		_____
PAG-IBIG Contribution		_____
<b>C. Total Amount Paid to Guard and Government (A+B)</b>		_____
<b>D. Administrative Expense (Desired Adm. Fee Rate x C)*</b>		_____
<b>E. Total Basic Monthly Contract Rate Per Guard (C+D)</b>		_____
<b>F. Value Added Tax (VAT)</b>		_____
<b>G. Gross Monthly Contract Rate per Guard (E+F)</b>		_____
<b>H. Number of Guards Required (pls. see TOR)</b>		_____
<b>I. Total Contract Rate Per Month (G x H)</b>		_____

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**2. 8 Hours Daily Duty – 7 Days a Week (Monday - Sunday including holidays)**

<u>Particulars</u>	<u>Amount</u>	<u>Monthly Rate</u>
Daily wage	_____	
<b>A. Total Amount Paid Directly to Guard</b>		
Wage Pay/Month		_____
Night Differential		_____
13 <sup>th</sup> Month Pay		_____
Incentive Leave Pay		_____
Uniform Allowance		_____
COLA		_____
<b>B. Total Amount Paid to Government in Favor of Guard</b>		
Retirement Pay		_____
Social Security Premiums		_____
Medicare Contribution		_____
State Insurance		_____
PAG-IBIG Contribution		_____
<b>C. Total Amount Paid to Guard and Government (A+B)</b>		_____
<b>D. Administrative Expense (Desired Adm. Fee Rate x C)*</b>		_____
<b>E. Total Basic Monthly Contract Rate per Guard (C+D)</b>		_____
<b>F. Value Added Tax (VAT)</b>		_____
<b>G. Gross Monthly Contract Rate Per Guard (E+F)</b>		_____
<b>H. Number of Guards Required (pls. see TOR)</b>		_____
<b>I. Total Contract Rate per Month (G x H)</b>		_____

**3. 12 Hours Daily Duty – 5 Days a Week (Monday - Friday including holidays)**

<u>Particulars</u>	<u>Amount</u>	<u>Monthly Rate</u>
Daily wage	_____	
<b>A. Total Amount Paid Directly to Guard</b>		
Wage Pay/Month		_____
Night Differential		_____
13 <sup>th</sup> Month Pay		_____
Incentive Leave Pay		_____
Uniform Allowance		_____
COLA		_____

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B. Total Amount Paid to Government in Favor of Guard

Retirement Pay \_\_\_\_\_  
 Social Security Premiums \_\_\_\_\_  
 Medicare Contribution \_\_\_\_\_  
 State Insurance \_\_\_\_\_  
 PAG-IBIG Contribution \_\_\_\_\_

C. Total Amount Paid to Guard and Government (A+B) \_\_\_\_\_

D. Administrative Expense (Desired Adm. Fee Rate x C)\* \_\_\_\_\_

E. Total Basic Monthly Contract Rate per Guard (C+D) \_\_\_\_\_

F. Value Added Tax (VAT) \_\_\_\_\_

G. Gross Monthly Contract Rate Per Guard (E+F) \_\_\_\_\_

H. Number of Guards Required (pls. see TOR) \_\_\_\_\_

I. Total Contract Rate Per Month (G x H) \_\_\_\_\_

4. 12 Hours Daily Duty –6 Days a Week (Monday to Saturday including holidays)

<u>Particulars</u>	<u>Amount</u>	<u>Monthly Rate</u>
Daily wage	_____	
A. Total Amount Paid Directly to Guard		
Wage Pay/Month		_____
Night Differential		_____
13 <sup>th</sup> Month Pay		_____
Incentive Leave Pay		_____
Uniform Allowance		_____
COLA		_____
B. Total Amount Paid to Government in Favor of Guard		
Retirement Pay		_____
Social Security Premiums		_____
Medicare Contribution		_____
State Insurance		_____
PAG-IBIG Contribution		_____
C. Total Amount Paid to Guard and Government (A+B)		_____
D. Administrative Expense (Desired Adm. Fee Rate x C)*		_____
E. Total Basic Monthly Contract Rate Per Guard (C+D)		_____

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- F. Value Added Tax (VAT) \_\_\_\_\_
- G. Gross Monthly Contract Rate per Guard (E+F) \_\_\_\_\_
- H. Number of Guards Required (pls. see TOR) \_\_\_\_\_
- I. Total Contract Rate Per Month (G x H) \_\_\_\_\_

**For Security Guards Posted Outside the National Capital Region (NCR)**

**5. 12 Hours Daily Duty – 7 Days a Week (Monday to Sunday including holidays)**

<u>Particulars</u>	<u>Amount</u>	<u>Monthly Rate</u>
Daily wage	_____	
A. Total Amount Paid Directly to Guard		
Wage Pay/Month		_____
Night Differential		_____
13 <sup>th</sup> Month Pay		_____
Incentive Leave Pay		_____
Uniform Allowance		_____
COLA		_____
B. Total Amount Paid to Government in Favor of Guard		
Retirement Pay		_____
Social Security Premiums		_____
Medicare Contribution		_____
State Insurance		_____
PAG-IBIG Contribution		_____
C. Total Amount Paid to Guard and Government (A+B)		_____
D. Administrative Expense (Desired Adm. Fee Rate x C)*		_____
E. Total Basic Monthly Contract Rate per Guard (C+D)		_____
F. Value Added Tax (VAT)		_____
G. Gross Monthly Contract Rate Per Guard (E+F)		_____
H. Number of Guards Required (pls. see TOR)		_____
I. Total Contract Rate Per Month (G x H)		_____

**\* Administrative fee must not be lower than ten percent (10%) of the Total Amount Paid to Employee and Government**

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**Grand Total Contract Rate Per Month (GTCRPM =  
1.I+2.I+3.I+4.I+5.I)**

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**Grand Total Contract Rate for One (1) Year (GTCRPM x 12)**

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**CONDITION:**

**It is hereby understood that the above costing covers such other allowances and benefits in accordance with the prevailing schedule of Security Force and Service Rates set by PADPAO and Wage Order and other existing and applicable laws, rules and regulations.**

By:

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Name & Signature of Authorized Representative

Handwritten initials or marks at the bottom right corner.