



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
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Central Office Bids and Awards Committee
SUPPLEMENTAL BID BULLETIN NO. 02

**FOR THE TEN (10) MONTH JANITORIAL SERVICES CONTRACT FOR THE PCA CENTRAL OFFICE FOR
THE PERIOD OF MARCH 1, 2024 TO DECEMBER 31, 2024**

Bidders are hereby notified of the clarifications, modifications, revisions and amendments to certain provisions of the Bid Documents particularly as published in the PhilGeps website. This shall form an integral part of the Bid Documents.

➤ **IMPLEMENTATION OF INCREASE IN THE MAXIMUM FUND SALARY FOR PAG-IBIG FUND**

Pursuant to the Pag-IBIG Circular No. 460, Series of 2024, the contribution rate of all Pag-IBIG Members both mandatory and voluntary shall be as follows, unless otherwise specified:

Fund Salary	Contribution Rate	
	Employee	Employer
Php1,500 and below	1.0%	2.0%
Over Php1,500	2.0%	2.0%

Please note the prospective bidders shall apply the increase in their financial proposal.

MA. CELIA M. RAQUEPO
Vice Chairman, Bids and Awards Committee
PCA Central Office

REVISED FORM

Annex A-2

Detailed Computation / Cost Computation of the Minimum Monthly Contract Rate per Janitorial Services Personnel

1.1.	No. of days/year	315

New Daily Wage (DW)		_____
Amount to Janitorial Personnel		
	Ave. Pay/Month (DW x no. of days per yr /12)	₱ _____
	13 th Month Pay (DW x no. of days per yr/12/12)	_____
	5 Days Incentive Pay (DW+COLA x 5/12)	₱ _____
Amount to Gov't in Favor of Janitorial Personnel		
	SSS Premium	₱ _____
	Philhealth Contribution	_____
	State Insurance Fund	_____
	Pag-Ibig Fund	₱ _____
TOTAL AMOUNT TO JANITOR & GOVERNMENT		₱ _____
AGENCY FEE (including cost of supplies, materials & equipment)		_____
VALUE ADDED TAX (12%)		_____
TOTAL / JANITOR / MONTH		₱ _____
AMOUNT for 17 JANITORS / MONTH		₱ _____
TOTAL AMOUNT for _____ MONTHS		₱ _____

Company

Signature over Name & Designation
of Authorized Representative

Date