



BIDS AND AWARDS COMMITTEE
(A.O. No. 08-05, Series of 2023)

Supplemental Bid Bulletin No. 01

The Supplemental Bid Bulletin No. 01 for the project "Procurement of Security Services FY 2024" is issued to clarify/modify and/or amend items in the Bid Documents pertaining to information necessary for bidders to prepare their responsive bids.

REFERENCE	AMENDMENT/CHANGE/CLARIFICATION
Title page: Procurement of Security Services FY 2024 (PB 08-2023)	AMENDMENT: Procurement of Security Services FY 2024 (PB 08-2024)
Technical Specifications, Terms of Reference Procurement of Security Services for FY 2024, p.37: ANNEX "A" SALARY COMPUTATION OF SECURITY GUARDS AT NLRC CENTRAL OFFICE AND NCR PER WAGE ORDER NO. NCR-24, SERIES OF 2020	AMENDMENT: (See "REVISED TABLE FOR THE BID PROPOSAL" below)

REVISED TABLE FOR THE BID PROPOSAL

ANNEX "A"

**SALARY COMPUTATION OF SECURITY GUARDS at NLRC Central Office and NCR
PER WAGE ORDER NO. NCR-24, SERIES OF 2023**

SALARY COMPUTATION OF SECURITY GUARDS Per Wage Order No. NCR-24, SERIES OF 2023 (Effective July 16, 2023)		Mon-Sun w/o Night Shift Pay	Mon-Fri w/o Night Shift Pay	Mon-Fri w/o Night Shift Pay
		6 AM – 6 PM (12 hours)	7 AM – 7 PM (12 hours)	7 AM – 5PM (10 hours)
1.0	Daily Wage Rate	610.00	610.00	610.00
	Average Pay per Month = P610.00 x 394.40 / 12hours (Mon-Sun) ¹	20,048.67		
	= P610.00 x 261 / 10hours (Mon-Fri) ²		13,267.50	13,267.50
2.0	Equivalent Monthly Rate (EMR)	20,048.67	13,267.50	13,267.50
3.0	Overtime Pay	12,656.74	7,720.00	3,860.16

¹ Required to report everyday including holidays and special holidays

² Holidays and Special Days are considered paid but SGs are not required to report on duty

4.0	Night Shift Pay (Average Monthly Salary x 10%)		-	
	TOTAL MONTHLY EARNINGS	32,705.41	20,987.50	17,127.66
5.0	13th Month Pay (P610.00 / No. of Days x 12months / 12months), where 365 days for OIC and 261days for SGs)	1,546.18	1,105.63	1,105.63
6.0	5 days Service Incentive Leave Pay (P610.00 x 5 days / 12months)	254.17	254.17	254.17
7.0	Uniform Allowance (Per RA 5487)	100.00	100.00	100.00
8.0	Retirement Pay (P610 x 22.5 / 12 months)	1,143.75	1,143.75	1,143.75
A	TOTAL AMOUNT TO GUARD	35,749.50	23,591.04	19,731.20
	Social Security System (SSS) Employer Share			
	State Insurance (EC)			
	Workers' Investment and Savings Program (WISP)			
	Philhealth (Employer Share) 2% based on basic monthly pay (EMR)			
	Pag-Ibig Fund (Employer Share)			
B	TOTAL AMOUNT TO GOVERNMENT IN FAVOR OF GUARD			
C	TOTAL AMOUNT TO GOVERNMENT AND GUARD (A + B)			
D	ADMINISTRATIVE OVERHEAD AND MARGIN OF PROFIT			
E	VAT (12% OF ITEM D per Revenue Memorandum Circular 39-2007)			
	CONTRACT RATE PER MONTH (C + D + E)			
	NO. OF SECURITY GUARDS	1	2	14
F	TOTAL			
	TOTAL MONTHLY CONTRACT RATE FY 2024			
	In Twelve (12) Months			
	TOTAL FOR CO AND NCR			
	Number of Security Officers/Guards		17	

For inquiries, kindly contact:

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This shall form an integral part of the Bid Documents.

Issued on the 4th day of December, 2023 at Quezon City, Philippines.

Please be guided accordingly.


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