



REPUBLIC OF THE PHILIPPINES
TECHNOLOGICAL UNIVERSITY OF THE PHILIPPINES
CAVITE CAMPUS

Carlos Q. Trinidad Avenue, Salawag, Dasmariñas City, Cavite, Philippines
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March 29, 2023

OFFICE OF THE BIDS AND AWARDS COMMITTEE
SUPPLEMENTAL BID BULLETIN
NO. 2023 – 02

Project : **Procurement of Janitorial Services 2023**
Subject : Bid Bulletin No. 2
Date : April 4, 2023

This Bid Bulletin No. 2 is issued to the prospective bidders and other concerned parties for information and consideration in the bidding process.

Particulars	From	To
Submission of Letter of Intent and Application for Eligibility / Issuance of Eligibility Forms	April 07, 2023	April 11, 2023, 4:00 PM
Deadline for Submission of Bids	April 12, 2023	April 12, 2023, 9:59 AM
Duties and responsibilities of the contractor	2.6 Must submit to the University a proof of payment by the Contractor's duly authorized representative that it has paid all wages, salaries, compensation, and other benefits of the employees assigned to the University for services rendered by them during the immediately preceding month, and that such payments were all in accordance with the requirements of law.	2.6 Must submit to the University every month proof of payment that the Contractor has paid regularly and on time all salaries, wages and other benefits of the janitors assigned at the University for the services they rendered during the immediately preceding month, and that such payments were made in accordance with existing laws and regulations.
Number of Working Days		313 days
Proper Hygiene		



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			Include as 6.1.8 Janitors/Maintenance must practice proper personal hygiene	
8.1. Monthly Supplies	Round Cloth Rags	10 kilos	Round Cloth Rags	10 kilos
	Flanela Rags	20 Pcs.	Flanela Rags	20 pcs.
	Furniture Polish	1 gallon	Furniture Polish	1 gallon
	Muriatic Acid	2 gallons	Muriatic Acid	2 gallons
	Natural Wax	4 gallons	Natural Wax	4 gallons
	Powder Laundry Soap	15 kilos	Powder Laundry Soap	15 kilos
	Hand Soap	4 gallons	Hand Soap	4 gallons
	Dishwashing Liquid	3 gallons	Dishwashing Liquid	3 gallons
	Toilet Deodorizer	20 pcs	Toilet Deodorizer	200 pcs
	Disinfectant	2 gallons	Disinfectant	2 gallons
	Abrasive	10 pcs	Abrasive	10 pcs
	Insecticide (for all insects) 500 mL	9 cans	Insecticide (for all insects) 500 mL	9 cans
	Air Freshener spray 500 mL	6 cans	Air Freshener spray 500 mL	6 cans
	Wax base Toilet Deodorizer	50 pcs	Air Freshener Sweet Aroma (for toilets)	2 gallons
	Air Freshener Sweet Aroma (CR)	2 gallons	Mop Head Nylon Thread	6 pcs
	Mop Head Nylon Thread	6 pcs	Garbage Bags biodegradable – large (50's /roll)	10 rolls
	Garbage Bags biodegradable – large 50's /roll	10 rolls	Garbage Bag hazardous waste yellow Small- (25/roll)	5 rolls
	Garbage Bag hazardous waste yellow Small- 25/roll	5 rolls	Glass Cleaner	3 gallons
	Glass Cleaner	3 gallons	Toilet Paper 2 Ply with high water break up value	100 pcs
	Toilet Paper 2 Ply with high	100 pcs	Multi purpose Cleaner	4 Gallons
			Gasoline (Unleaded)	40 Liters



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	water break up value		2T Oil	2 liters
	Multi purpose Cleaner 1Gal	4 Gallons		
	Gasoline (Unleaded)	40 Lit		
	2T Oil	2 liters		
8.3. Yearly Supplies	Small Hand Shovel	6 pcs	Small Hand Shovel	6 pcs
	Small Hand Rake	6 pcs	Small Hand Rake	6 pcs
	Shovel (heavy duty)	3 pcs	Grass Scissor (heavy duty)	5 pcs
	Grass Scissor (heavy duty)	5 pcs	Rake (heavy duty)	5 pcs
	Rake (heavy duty)	5 pcs	Pick Mattock (heavy duty)	3 pcs
	Pick Mattock (heavy duty)	3 pcs	Dustpan (plastic-standard size)	24 pcs
	Dustpan (plastic-standard size)	24 pcs	Bolo (heavy duty)	6 pcs
	Bolo (heavy duty)	6 pcs	Sharpening Stone	2 pcs
	Sharpening Stone	2 pcs	Rain Coat	18 pcs
	Rain Coat	18 pcs	Rain Boots size (11/12)	18 pairs
	Rain Boots size 11/12	18 pairs	Pail (8 liters)	12 pcs
	Pail 8 liters	12 pcs	Dipper (1 Liter)	24 pcs
	Dipper 1 Liter	24 pcs	Water Hose	24 meters
	Water Hose	24 meters	Extension Wire 20 meters long	3 units
	Extension Wire 20 meters long	3 units	Shovel (heavy duty)	3 pcs
	Shovel (heavy duty)	3 pcs	Grass Scissor (heavy duty)	5 pcs
	Grass Scissor (heavy duty)	5 pcs		
Equipment			8.4 Equipment	
			8.4.1. Floor Polisher (heavy duty) – 3 units 8.4.2. Vacuum Cleaner - 1 unit 8.4.3. Motor Grass cutter with accessories - 2 sets Equipment will be provided by the contractor but is not included in the	



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		items/supplies that will be surrendered to the University at the end of contract.
For Monthly/Quarterly/Yearly Supplies and Materials		<p>Start of counting the days upon the effectivity of the contract.</p> <p>Delivery for monthly will be within the first five (5) days of the month, or as requested by the University.</p> <p>Delivery for quarterly will be within the first five (5) days of the quarter, or as requested by the University.</p> <p>Delivery for the yearly supplies will be at the START of the CONTRACT.</p> <p>Delivered items/supplies will be considered as University's property.</p>
Administrative Overhead		<p>In this issue, the Government Procurement Policy Board's (GPPB) clarification through its Resolution No. 14-2012, approved on June 1, 2012, regarding the 10% minimum administrative fee declares that Section 9(b)(ii) of Department of Labor and Employment (DOLE) Department Order no. 18-A violative of Article IX, Section 31 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations (IRR).</p> <p>Thus, the Technological University of the Philippines - Cavite does not require a minimum (percentage) for the administrative fee as a component of the total</p>



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		<p>contract cost. Prospective bidders, however, are reminded to strictly comply with all relevant labor rules and regulations.</p> <p>As such, pursuant to Section 31 of the RA 9184 and in view of the pertinent issuances of the GPPB on the matter, the Approved Budget for the Contract (ABC) of the procurement activity shall be the upper limit or ceiling for bid price and that there shall be no lower limit to the amount of the award.</p>
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For the guidance and information of all concerned.

Prepared by:


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