

**SUPPLEMENTAL / BID BULLETIN NO. 01**

**TITLE** : Supplemental Bid Bulletin for Early Procurement Activity for the Procurement of Hiring of Security Service Provider (January to December 2023)

**ITB NO.** : DSWD12-2022-GSS-005-EPA

**DATE** : 14 December 2022

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

PARTICULARS	CLARIFICATION / AMENDMENT / ADDENDUMS
<p>These are the following clarifications, corrections, and amendments taken after further checking and review of the requirements for <b>Terms of Reference</b>.</p>	
<p><b>BUDGETARY REQUIREMENT</b></p> <p>If, during the effectivity of the Contract between the Service Provider and the DSWD FO XII, a wage order or pertinent laws shall be implemented increasing the minimum wage or providing additional benefits to employees in private sector, <b>the rates herein shall be adjusted accordingly</b>. The Service Provider shall comply with the wage increase. Salary adjustment within the Contract Duration under DOLE Wage Order shall be on the account of the Service Provider. <u><b>DSWD FO XII shall adjust the contract ( add in the provision the inclusion of the increase in premiums and contributions from other agencies)</b></u></p>	<p><b>BUDGETARY REQUIREMENT</b></p> <p>If, during the effectivity of the Contract between the Service Provider and the DSWD FO XII, a wage order or pertinent laws shall be implemented increasing the minimum wage or providing additional benefits to employees in private sector, <b>the rates herein shall be adjusted accordingly</b>. The Service Provider shall comply with the wage increase. Salary adjustment within the Contract Duration under DOLE Wage Order shall be on the account of the Service Provider. DSWD FO XII shall adjust the contract including the increase in premiums and contributions from other agencies.</p>
<p><b>QUALIFICATION OF THE SERVICE PROVIDER</b></p> <p>The Service Provider must possess a good track record in security services business for at least two (2) years. <u><b>Change the statement from “Thus, a certification that the Service Provider has at least two (2) years’ experience in security services with satisfactory performance from clients is required” to “Thus, the Service provider shall provide a certificate of Satisfactory Performance for two consecutive years from clients.</b></u></p>	<p><b>QUALIFICATION OF THE SERVICE PROVIDER</b></p> <p>The Service Provider must possess a good track record in security services business for at least two (2) years. <u><b>Thus, the Service provider shall provide a certificate of Satisfactory Performance for two consecutive years from clients.</b></u></p>

**Clarification on the Requirements to be submitted by Service Providers.**

1. Clearance from DOLE Regional Office where the principal office of the bidder is situated, stating that the bidder has no pending administrative case for violation of the minimum wage laws, rules and regulations [must be original copy and issued on the current year] **(not required as part of the bidding documents but shall be presented, verified, and validated during post qualification as per GPPB Circular No. 01-2008)**;
2. Clearance from the National Labor Relations Commission (NLRC) stating that the bidder has no pending Administrative Case for violation of the minimum wage laws and other applicable labor rules and regulations (covering the period CY 2021 and 2022). The said certification must be issued on the current year [must be duly notarized and in original form], **(and shall be treated as an additional requirement and be part of the bidding documents)**;
3. Certification from the bidder under its oath of its compliance with existing labor laws and standard [must be duly notarized and in original form] **(should be noted as additional requirement and be part also of the bidding documents), with the following documents (to be replaced with a new separate statement, "With the following additional documents that the Service Provider shall have to present and be verified and validated by the Procuring Entity during Post qualification:" as per GPPB Circular No. 01-2008).**
  - 3.1. Proof of payment and undertaking of the benefits paid;
  - 3.2. PHILHEALTH Certification/Clearance - Membership and paid remittances of all existing personnel for CY 2022 including the alpha list.

1. Clearance from DOLE Regional Office where the principal office of the bidder is situated, stating that the bidder has no pending administrative case for violation of the minimum wage laws, rules and regulations [must be original copy and issued on the current year] **which shall only be presented, verified, and validated during post qualification;**
2. Clearance from the National Labor Relations Commission (NLRC) stating that the bidder has no pending Administrative Case for violation of the minimum wage laws and other applicable labor rules and regulations (covering the period CY 2021 and 2022). The said certification must be issued on the current year [must be duly notarized and in original form], **and shall be form part of the bidding documents;**
3. Certification from the bidder under its oath of its compliance with existing labor laws and standard [must be duly notarized and in original form], **and shall be form part of the bidding documents;**

**With the following additional documents that the Service Provider shall have to present, and be verified and validated by the Procuring Entity during Post qualification:**

- 3.1. Proof of payment and undertaking of the benefits paid;
- 3.2. PHILHEALTH Certification/Clearance - Membership and paid remittances of all existing personnel for CY 2022 including the alpha list. Certification/Clearance must be issued on the current year;
- 3.3. PAG-IBIG Certification/Clearance - Membership and paid remittances of all existing

<p>Certification/Clearance must be issued on the current year;</p> <p>3.3. PAG-IBIG Certification/Clearance - Membership and paid remittances of all existing personnel for CY 2022 including the alpha list. Certification/Clearance must be issued on the current year;</p> <p>3.4. SSS Certification/Clearance - Membership and paid remittances of all existing personnel for CY 2022 including the alpha list. Certification/Clearance must be issued on the current.</p>	<p>personnel for CY 2022 including the alpha list. Certification/Clearance must be issued on the current year;</p> <p>3.4. SSS Certification/Clearance - Membership and paid remittances of all existing personnel for CY 2022 including the alpha list. Certification/Clearance must be issued on the current year.</p>
<p><b>Clarifications on Annex “A”</b> No. of days per week and per year should be clearly stated for uniform reference of the prospective bidders.</p>	<p><b>Annex “A”</b> No. of days per week: <u>7</u> No. of days per year: <u>394.4</u></p>

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**(Sgd.) BAILANO A. SALIK**  
*Chairperson, Bids and Awards Committee*

Please accomplish the portion below and email at [procurement.fo12@dswd.gov.ph](mailto:procurement.fo12@dswd.gov.ph).

Received from DSWD, **Supplemental/Bid Bulletin No. 01** for the **Early Procurement Activity for the Procurement of Hiring of Security Service Provider (January to December 2023)** (ITB No. DSWD12-2022-GSS-005-EPA)

RECEIVED BY : \_\_\_\_\_ DATE: \_\_\_\_\_  
(SIGNATURE OVER PRINTED NAME)

DESIGNATION : \_\_\_\_\_

COMPANY : \_\_\_\_\_