

Bid Bulletin No. 1

**“Provision of Janitorial Service for the Department of Trade and Industry (DTI) and its Attached Agencies”  
Bidding No. 21-057**

December 17, 2021

This Bid Bulletin No. 1 is hereby issued to modify or amend the Bidding Documents.

**Section VII. Technical Specifications**

1. **Work Schedule** – Total of three hundred thirteen (313) working days
2. Administrative Fee of fifteen percent (15%) - maximum.

**Additional Requirements for Post-Qualification Process**

1. Certified True Copy of SSS, PhilHealth & Pag-Ibig remittances for 2020-2021.
2. Photocopies of pay slips of the concerned janitors from the Contractor the last three (3) months.
3. Certification under oath of list of contracts completed for the last three (3) years based on the submitted statement of completed contracts.
4. List of deployed janitorial personnel.
5. List of its personnel to be deployed to DTI bureaus/ offices and attached agencies, along with their Personal Information Sheet (PIS) on the day of formation (with complete attachments), as follows:
  - a. Resume/ Bio Data
  - b. Form 137
  - c. High School diploma
  - d. NBI, Police and Barangay Clearance
  - e. SSS Number/ EI/ SSS ID
  - f. BIR TIN
  - g. Birth Certificate
  - h. Medical Certificate
  - i. Drug Test Result

**Financial Bid**

**Link of Breakdown of Cost:**

<https://docs.google.com/spreadsheets/d/1emtzBomCHXvAI5yHZKCD0Qgf7EyHNZas/edit?usp=sharing&oid=103575488649681187066&rtpof=true&sd=true>

**BIDS AND AWARDS COMMITTEE**

For the guidance and information of all concerned.

*SGD.*

**MARY JEAN T. PACHECO**

Assistant Secretary

Chairperson, DTI Bids and Awards Committee