



# Bids and Awards Committee

Republic of the Philippines  
Professional Regulation Commission  
2<sup>nd</sup> Floor Uytingkoc Building, Senator Enage St., Tacloban City  
Tel. Nos.: (053) 323-9729; (053) 832-2519



DIOSCORO A. LUMAGBAS  
Chairman

ALMA J. GENOTIVA  
Vice-Chairperson

MAHALINA P. DUROY  
Member

HELDA R. NACIONAL  
Provisional Member

ELSIE C. ILAYA  
Provisional Member

SECRETARIAT:

YOURGIN O. MONTEJO  
Secretary

JUDE ARCHEE M. GO  
Member

MARIA LOURDES C. BAYSA  
Member

## OFFICIAL BID FORM FINANCIAL

Date: \_\_\_\_\_  
Invitation to Bid No: \_\_\_\_\_

To: **PROFESSIONAL REGULATION COMMISSION**  
2<sup>nd</sup> Floor Uytingkoc Bldg., Senator Enage St., Tacloban City

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers \_\_\_\_\_ [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply/deliver SECURITY SERVICES (2019) in conformity with the said Bidding Documents for the sum of Total Bid Price:

### Breakdown of Cost of Security Services per Guard per Month

Days worked per week 7 days No. of days/year 393.50 (12 hours work / day)

#### PARTICULARS

#### DAILY WAGE:

₱ \_\_\_\_\_

#### SCHEDULE 1: AMOUNT PAID DIRECTLY TO GUARD

New Daily Wage (DW)

Average Pay/Monthly Rate (DW x no. of days per year / 12)

Night Differential Pay (Ave. Pay / month x 10% 1/3) (x1/12)

13<sup>th</sup> Month Pay (DW x 365 / 12 / 12)

Five (5) Days Incentive Pay (DW x 5 / 12)

Uniform Allowance (R.A. 7641)

COLA

Overtime

TOTAL AMOUNT

#### SCHEDULE 2: AMOUNT TO GOVERNMENT IN FAVOR OF GUARD

Retirement Benefit (R.A. 7641) (DW x 22.5/12)

SSS Premium

Philhealth Contribution (MC 027-2013)

State Insurance Fund

Pag-Ibig Premium

#### A. TOTAL AMOUNT TO GUARD & GOV'T.

#### SCHEDULE 3: AGENCY FEE

Administrative Overhead and Margin

#### SCHEDULE 4: TAXES PAID TO GOVERNMENT (12% VALUE ADDED TAX)

4.1 VALUE ADDED TAX

TOTAL AMOUNT per GUARD



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**TOTAL BID price (inclusive of all taxes):**

₱ \_\_\_\_\_

(In Words)

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for ITB Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
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(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 of the Bidding Documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Authorized Representative: \_\_\_\_\_  
(Signature Over Printed Name)

In the capacity of: \_\_\_\_\_

Duly Authorized to Sign Bid for and on behalf of:

Name of the Company: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. /Fax No(s): \_\_\_\_\_