

# ARISTOGERSON T. GESMUNDO Chairman

ARJAY R. ROSALES Vice-Chairman

MARIA DAZAM. HERNANDEZ Member

HENRIETTAP. NARVAEZ Member

WILMA T. UNANA
Member

ALFONSO C. VILORIA

Provisional Member, Non-IT Projects

GREGORIO B. DELLORO Provisional Member, IT Projects

SECRETARIAT:

KAREN M. MAGSALIN Secretary

VICTOR RICO P. LOPEZ Member

MARGIERY D. DULIN Member

GLENN I. PAJARON Member

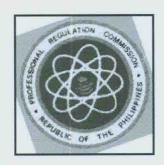
CHRISTOPHER A. MAYO Member

LIEZEL F. BURAGA Member

### **Bids and Awards Committee**

Republic of the Philippines

Professional Regulation Commission P. Paredes St., Sampaloc, Metro Manila Facsimile: 310-0037 / email:prcbac2013@gmail.com



## Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item#		Description	Quantity (Number of Manpower)	Delivered, Weeks/Months (TIMELINE)
1	THE	CONTRACTOR SHALL PROVIDE:		During Contract
	a) Su	pervisor	1 Male	Implementation
	Ce	nitors who will be deployed at the PRC ntral Office, PICC and Offsite Service nters, as follows:	24 -Males 7- Females Total= 31	
		MAIN BUILDING – SECOND FLOOR		
	b.1.	Office of the Chairman and Conference Room including the CR's	1 Female	
	b.2.	Office of the Commissioner I	1 Female	
	b.3.	Office of the Commissioner II including CR's and Hallway (including bridge way and fire exit connecting Main and Annex Building)	1 Female	
	b.4.	Office of the Assistant Commissioner including the CR's	1 Female	
	b.5.	Office of the Director for Regulations Office, ICT Division, stairways, 2 <sup>nd</sup> floor Male CR, and Fire Exit	1 Male	
	b.6.	Archives and Records Division (Records Center) and Hallway including the 2 <sup>nd</sup> Floor Female CR	1 Female	
	55,5%	MAIN BUILDING – GROUND FLOOR		
	b.7.	Cash Division, Waiting Area, Information Entry Foyer, Walkway/Parking Area	1 Male	
	b.8.	Professional Registry Division, Lobby, Nursing File Room including stairways	1 Male	
	b.9.	Registration Section, Lobby, Medical Clinic	1 Female	
	b.10.	Ground Floor Male CR and Annex Building Ground Floor Male CR near the Archives and Records Division	1 Male	
	b.11.	Ground Floor Female CR and Annex Building Ground Floor Female CR near the Archives and Records Division	1 Female	



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	Chairman /
	ARJAY R. ROSALES
	Vice-Chairman

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MAIN BUILDING – THIRD FLOOR	During Contract Implementation	
b.12. Rating Division including Examiners' Lounge and all CR's in the area	1 Male	implementation
EXTENSION OFFICE / OFFSITE		
b.13. PICC Office	6 Male	
b.14. Offsite	4 Male	

ANNEX BUILDING – GROUND FLOOR		During Contract
b.15. Archives and Records Division, Waiting Area, Kiosk, Documentary Stamp Booth, Security Room including stairway	1 Male	Implementation
b.16. Procurement and Supply Division including Fire Exit stairway.	1 Male	
ANNEX BUILDING – SECOND FLOOR		
b.17. Application Section, Waiting Area, COA including Stairway	1 Male	
b.18. PMFS, Accounting Division and Budget Management Division including Fire Exit stairway	1 Male	
ANNEX BUILDING – THIRD FLOOR		
b.19. RSD, HRDD, Shredding Area, Mailing and Digitization of ARD including Hallway	1 Male	
b.20. IAS, Legal, Planning, Breast Feeding Area, Nursery & Kids Room, Hallway including CR's and stairway	1 Male	
b.21. Admin. Service, General Services Division, Record Center including Fire Exit stairway	1 Male	
ANNEX BUILDING – FOURTH TO FIFTH FLOO	R	
b.22. Licensure Office, Examination Section, Confidential Printing Room including Fire Exit stairway	1 Male	
b.23. BAC/QMS ISO Office, BAC Meeting Room including the Male & Female CR's, Stairway and Hallway (Fourth Floor) and Bulwagang Nubla, Record Center of ARD & Sleeping Quarters (Fifth Floor)	1 Male	



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THE CONTRACTOR SHALL PROVIDE THE TYPE AND QUANTITY OF SUPPLIES AND EQUIPMENT AS STIPULATED HEREIN WHICH SHALL BE OF HIGH GRADE QUALITY TO ENSURE AND MAINTAIN MAXIMUM CLEANING RESULTS. THE DELIVERY OF SUPPLIES SHALL BE CERTIFIED BY THE CHIEF OF THE GENERAL SERVICES DIVISION AND PROCUREMENT AND SUPPLY DIVISION.

**During Contract** Implementation

A.	THE CONTRACTOR SHALL MAKE AVAILABLE THE
	FOLLOWING EQUIPMENT:

1.	Heavy duty and modern floor	at least
	polishers	Ten (10) units
2.	Vacuum cleaners	Five (5) units
3.	Aluminum ladders	Two (2) units
4.	Glass squeegee/wiper	Fifteen (15) units
5.	Grass scissor	Two (2) units
6.	Janitorial Safety Signs	Five (5) units
7.	Janitorial cleaning safety signs	Five (5) units
B.	THE CONTRACTOR SHALL PROVID	E THE FOLLOWING

**During Contract** Implementation

4. Glass squeegee/wiper 5. Grass scissor 6. Janitorial Safety Signs 7. Janitorial cleaning safety signs 7. Janitorial cleaning safety signs 8. THE CONTRACTOR SHALL PROVIDE THE FOLLOWING SUPPLIES ON A MONTHLY BASIS: 1. Solvent Red wax 6 gals 2. Garbage plastic bags (size: XL) 900 pcs 3. Disinfectant liquid – CR 15 gals 4. Toilet bowl cleaner 12 gals 5. Scrubbing pad 10 pcs 6. Stripping pad 10 pcs 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 9. Wood/Furniture Polish 10. Mop head 11. Franella 12. Round Rugs 13. Wax Stripper 14. Complete Wax 15. Steel Wool 16. Powder Soap 16. Bleaching Solution (branded) 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 350 ml) 19. Air Freshener (branded) 15 tubes (at least 350 ml)	3. Aluminum ladders	Two (2) units
6. Janitorial Safety Signs 7. Janitorial cleaning safety signs 7. Janitorial cleaning safety signs 8. THE CONTRACTOR SHALL PROVIDE THE FOLLOWING SUPPLIES ON A MONTHLY BASIS:  1. Solvent Red wax 2. Garbage plastic bags (size: XL) 3. Disinfectant liquid – CR 4. Toilet bowl cleaner 5. Scrubbing pad 6. Stripping pad 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 9. Wood/Furniture Polish 10. Mop head 11. Franella 12. Round Rugs 13. Wax Stripper 14. Complete Wax 15. Steel Wool 16. Powder Soap 16. Bleaching Solution (branded) 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15. tubes (at least 330 ml) 15. Liquid Anti-Bac 500 ml-CR 16. Janitorial Signs 16. Janitorial Signs 17. Janitorial Signs 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15. tubes (at least 330 ml)	4. Glass squeegee/wiper	Fifteen (15) units
7. Janitorial cleaning safety signs  B. THE CONTRACTOR SHALL PROVIDE THE FOLLOWING SUPPLIES ON A MONTHLY BASIS:  1. Solvent Red wax  2. Garbage plastic bags (size: XL)  3. Disinfectant liquid – CR  4. Toilet bowl cleaner  5. Scrubbing pad  6. Stripping pad  7. Liquid Anti-Bac 500 ml-CR (branded)  8. Working gloves  9. Wood/Furniture Polish  10. Mop head  12. Round Rugs  13. Wax Stripper  14. Complete Wax  15. Steel Wool  16. Powder Soap  16. Bleaching Solution (branded)  17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 tubes (at least 330 ml)  15 tubes (at least 280 ml)		
B. THE CONTRACTOR SHALL PROVIDE THE FOLLOWING SUPPLIES ON A MONTHLY BASIS:  1. Solvent Red wax 6 gals 2. Garbage plastic bags (size: XL) 900 pcs 3. Disinfectant liquid – CR 15 gals 4. Toilet bowl cleaner 12 gals 5. Scrubbing pad 10 pcs 6. Stripping pad 10 pcs 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 20 pcs 9. Wood/Furniture Polish 4 gals 10. Mop head 35 pcs 11. Franella 15 yards 12. Round Rugs 7 kilos 13. Wax Stripper 3 gals 14. Complete Wax 5 gals 15. Steel Wool 15 reams 16. Powder Soap 15 kilos 17. Terranova 2 gals 16. Bleaching Solution (branded) 12 gals 17. Insecticide (branded) 15 tubes (at least 600 ml) 18. Furniture Polish/Cleaner (branded) 15 tubes (at least 330 ml) 19. Air Freshener (branded) 15 tubes (at least 280 ml)		
SUPPLIES ON A MONTHLY BASIS:  1. Solvent Red wax 2. Garbage plastic bags (size: XL) 3. Disinfectant liquid – CR 4. Toilet bowl cleaner 5. Scrubbing pad 6. Stripping pad 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 9. Wood/Furniture Polish 10. Mop head 11. Franella 12. Round Rugs 13. Wax Stripper 13. Wax Stripper 14. Complete Wax 15. Steel Wool 16. Powder Soap 17. Terranova 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 qos pos pos pos pos pos pos pos pos pos p	 7. Janitorial cleaning safety signs	Five (5) units
2. Garbage plastic bags (size: XL)  3. Disinfectant liquid – CR  4. Toilet bowl cleaner  5. Scrubbing pad  6. Stripping pad  7. Liquid Anti-Bac 500 ml-CR (branded)  8. Working gloves  9. Wood/Furniture Polish  10. Mop head  12. Round Rugs  13. Wax Stripper  14. Complete Wax  15. Steel Wool  16. Powder Soap  16. Bleaching Solution (branded)  17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 gals  15 tubes (at least 280 ml)		THE FOLLOWING
3. Disinfectant liquid – CR 4. Toilet bowl cleaner 5. Scrubbing pad 6. Stripping pad 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 9. Wood/Furniture Polish 10. Mop head 11. Franella 12. Round Rugs 13. Wax Stripper 14. Complete Wax 15. Steel Wool 16. Powder Soap 17. Terranova 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 gals 11 pgals 12 gals 13 pcs 14 gals 15 yards 16 pals 17 peams 18 pgals 19 pcs 19 pgals	1. Solvent Red wax	6 gals
4. Toilet bowl cleaner 5. Scrubbing pad 6. Stripping pad 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 9. Wood/Furniture Polish 10. Mop head 12. Round Rugs 13. Wax Stripper 14. Complete Wax 15. Steel Wool 16. Powder Soap 17. Terranova 18. Bleaching Solution (branded) 19. Air Freshener (branded) 10 pcs 10 pcs 115 Tubes 12 qals 13 yards 14 qgals 15 yards 16 yards 17 kilos 18 gals 19 tilos 19 tubes (at least 330 ml) 19 Air Freshener (branded) 15 tubes (at least 330 ml)	2. Garbage plastic bags (size: XL)	900 pcs
5. Scrubbing pad       10 pcs         6. Stripping pad       10 pcs         7. Liquid Anti-Bac 500 ml-CR (branded)       15 Tubes         8. Working gloves       20 pcs         9. Wood/Furniture Polish       4 gals         10. Mop head       35 pcs         11. Franella       15 yards         12. Round Rugs       7 kilos         13. Wax Stripper       3 gals         14. Complete Wax       5 gals         15. Steel Wool       15 reams         16. Powder Soap       15 kilos         17. Terranova       2 gals         16. Bleaching Solution (branded)       12 gals         17. Insecticide (branded)       15 tubes (at least 600 ml)         18. Furniture Polish/Cleaner (branded)       15 tubes (at least 330 ml)         19. Air Freshener (branded)       15 tubes (at least 280 ml)	3. Disinfectant liquid – CR	15 gals
6. Stripping pad 10 pcs 7. Liquid Anti-Bac 500 ml-CR (branded) 8. Working gloves 20 pcs 9. Wood/Furniture Polish 4 gals 10. Mop head 35 pcs 11. Franella 15 yards 12. Round Rugs 7 kilos 13. Wax Stripper 3 gals 14. Complete Wax 5 gals 15. Steel Wool 15 reams 16. Powder Soap 15 kilos 17. Terranova 2 gals 16. Bleaching Solution (branded) 12 gals 17. Insecticide (branded) 15 tubes (at least 600 ml) 18. Furniture Polish/Cleaner (branded) 15 tubes (at least 330 ml) 19. Air Freshener (branded) 15 tubes (at least 330 ml)	4. Toilet bowl cleaner	12 gals
7. Liquid Anti-Bac 500 ml-CR (branded)  8. Working gloves  9. Wood/Furniture Polish  10. Mop head  12. Round Rugs  13. Wax Stripper  14. Complete Wax  15. Steel Wool  16. Powder Soap  16. Bleaching Solution (branded)  17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 Tubes  20 pcs  20 pcs  21 pcs  22 pcs  23 pals  4 gals  25 yards  7 kilos  2 gals  15 reams  16 Powder Soap  15 kilos  17 Terranova  2 gals  16 Bleaching Solution (branded)  12 gals  15 tubes (at least 600 ml)  15 tubes (at least 330 ml)  19. Air Freshener (branded)  15 tubes (at least 280 ml)	5. Scrubbing pad	10 pcs
(branded)       8. Working gloves       20 pcs         9. Wood/Furniture Polish       4 gals         10. Mop head       35 pcs         11. Franella       15 yards         12. Round Rugs       7 kilos         13. Wax Stripper       3 gals         14. Complete Wax       5 gals         15. Steel Wool       15 reams         16. Powder Soap       15 kilos         17. Terranova       2 gals         16. Bleaching Solution (branded)       12 gals         17. Insecticide (branded)       15 tubes (at least 600 ml)         18. Furniture Polish/Cleaner (branded)       15 tubes (at least 330 ml)         19. Air Freshener (branded)       15 tubes (at least 280 ml)	6. Stripping pad	10 pcs
9. Wood/Furniture Polish 10. Mop head 35 pcs 11. Franella 15 yards 12. Round Rugs 7 kilos 13. Wax Stripper 3 gals 14. Complete Wax 5 gals 15. Steel Wool 15 reams 16. Powder Soap 17. Terranova 2 gals 16. Bleaching Solution (branded) 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 330 ml) 15 tubes (at least 330 ml)		15 Tubes
10. Mop head       35 pcs         11. Franella       15 yards         12. Round Rugs       7 kilos         13. Wax Stripper       3 gals         14. Complete Wax       5 gals         15. Steel Wool       15 reams         16. Powder Soap       15 kilos         17. Terranova       2 gals         16. Bleaching Solution (branded)       12 gals         17. Insecticide (branded)       15 tubes (at least 600 ml)         18. Furniture Polish/Cleaner (branded)       15 tubes (at least 330 ml)         19. Air Freshener (branded)       15 tubes (at least 280 ml)	8. Working gloves	20 pcs
11. Franella 12. Round Rugs 7 kilos 13. Wax Stripper 3 gals 14. Complete Wax 5 gals 15. Steel Wool 16. Powder Soap 17. Terranova 2 gals 16. Bleaching Solution (branded) 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 330 ml) 15 tubes (at least 330 ml) 16. Air Freshener (branded) 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 280 ml)	9. Wood/Furniture Polish	4 gals
12. Round Rugs 7 kilos 13. Wax Stripper 3 gals 14. Complete Wax 5 gals 15. Steel Wool 15 reams 16. Powder Soap 15 kilos 17. Terranova 2 gals 16. Bleaching Solution (branded) 12 gals 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 330 ml) 19. Air Freshener (branded) 15 tubes (at least 330 ml)	10. Mop head	35 pcs
13. Wax Stripper  14. Complete Wax  15. Steel Wool  16. Powder Soap  17. Terranova  18. Bleaching Solution (branded)  19. Air Freshener (branded)  10. Stubes (at least 330 ml)  10. Stubes (at least 280 ml)  10. Air Freshener (branded)  10. Stubes (at least 280 ml)	11. Franella	15 yards
14. Complete Wax  15. Steel Wool  16. Powder Soap  17. Terranova  18. Bleaching Solution (branded)  19. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 gals  16. Bleaching Solution (branded)  16. Bleaching Solution (branded)  17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  19. Air Freshener (branded)	12. Round Rugs	7 kilos
15. Steel Wool 15. reams 16. Powder Soap 15. kilos 17. Terranova 2 gals 16. Bleaching Solution (branded) 12 gals 17. Insecticide (branded) 18. Furniture Polish/Cleaner (branded) 19. Air Freshener (branded) 15 tubes (at least 330 ml) 15 tubes (at least 330 ml) 15 tubes (at least 280 ml)	13. Wax Stripper	3 gals
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17. Terranova 2 gals  16. Bleaching Solution (branded) 12 gals  17. Insecticide (branded) 15 tubes (at least 600 ml)  18. Furniture Polish/Cleaner 15 tubes (branded) (at least 330 ml)  19. Air Freshener (branded) 15 tubes (at least 280 ml)	15. Steel Wool	15 reams
16. Bleaching Solution (branded)  12 gals  17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  10. Air Freshener (branded)  11. It tubes (at least 330 ml)  12. It tubes (at least 280 ml)	16. Powder Soap	15 kilos
17. Insecticide (branded)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 tubes (at least 330 ml)  15 tubes (at least 330 ml)	17. Terranova	2 gals
(at least 600 ml)  18. Furniture Polish/Cleaner (branded)  19. Air Freshener (branded)  15 tubes (at least 330 ml)  15 tubes (at least 280 ml)	16. Bleaching Solution (branded)	12 gals
(branded) (at least 330 ml)  19. Air Freshener (branded) 15 tubes (at least 280 ml)	17. Insecticide (branded)	
(at least 280 ml)		
20 Hand 200 (Bodd)	19. Air Freshener (branded)	
20. Hand soap (Ilquid) 15 gais	20. Hand soap (liquid)	15 gals



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21. Disinfectant Spray	15 tubes (at least 330 ml)	
22. All Wash-Liquid	15 gals	
23. Soft broom	20 pcs	
24. Stick broom	20 pcs	
C. THE CONTRACTOR SHALL PROVIDE SUPPLIES ON A QUARTERLY BASIS	During Contract Implementation	
1. Dust pan	15 pcs	
2. Mop handle	15 pcs	
3. Toilet brush	15 pcs	
4. Push brush	5 pcs	
5. Ceiling Broom	5 pcs	
6. Toilet pump	15 pcs	
7. Polishing brush w/ Brucket	8 pcs	
8. Polishing pad (Black)	10 pcs	
9. Doormat	20 pcs	
10. Spray Gun	20 pcs	
11. Spatula	8 pcs	
12. Metal Polish	2 pcs	
13. Polishing Pad (Brown)	10 pcs	

ACKNOWLEDGEMENT AND COMPLIANCE
WITH THE OF TERMS OF REFERENCE
FOR THE PROVISION OF JANITORIAL SERVICES FOR CY 2019

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY