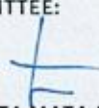




### *Section III. Bid Data Sheet*

#### **BIDS AND AWARDS COMMITTEE:**

  
**TERESITA MATA-MARAÑON**  
Chairperson

(on-leave)  
**ATTY. JOANNE P. GRADO**  
Vice-Chairperson

  
**MARIA C. JADLOC**  
Member


  
**KERCHNER AQUINO**  
Member

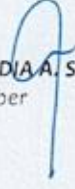
  
**LYNN A. SARITA**  
Member

**YVANN ESPINA**  
Provisional Member

**GIL B. FAJARDO**  
Provisional Member

#### **SECRETARIAT:**

  
**ROSARIO R. BRILLANTES**  
Secretary

  
**CLAUDIA A. SIATOCA**  
Member

#### **Notes on the Bid Data Sheet**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.







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Secretary

  
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Member

**Bid Data Sheet**

ITB Clause	
5.3	<p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1 a (ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC</p> <p>For this purpose, similar contracts shall refer to contracts for the Procurement of Janitorial Services.</p>
7.1	No Further Instruction
12	No Further Instruction
14.1	<p>The bid security shall be in the form of a <b>Bid Securing Declaration</b>, or any of the following forms and amounts:</p> <p>a. The amount of not less than <b>PhP10,936.14</b> or equivalent to two percent (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than <b>PhP27,340.36</b> or equivalent to five percent (5%) of ABC, if bid security is in Surety Bond.</p>
15	<p>Bidders shall enclose their original eligibility and technical documents described in ITB Clause 10 &amp; 11 in one sealed envelope marked "<u>ORIGINAL – TECHNICAL COMPONENT</u>", and the original of their financial component in another sealed envelope marked "<u>ORIGINAL – FINANCIAL COMPONENT</u>", sealing them all in an outer envelope marked "<u>ORIGINAL BID</u>".</p> <div data-bbox="592 1572 1063 1876"><p><b>PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022</b> ITB NO. DVO-2021-10-005</p><p>Name and Address of the Bidder <b>"ORIGINAL BID"</b></p><p>The Bids and Awards Committee Professional Regulation Commission-RO XI Do not Open before: November 29, 2021 at 3:00 PM</p></div> <div data-bbox="1079 1392 1534 1680"><p><b>PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022</b> ITB NO. DVO-2021-10-005</p><p>Name and Address of the Bidder <b>"ORIGINAL COPY- TECHNICAL COMPONENT"</b></p><p>The Bids and Awards Committee Professional Regulation Commission-RO XI Do not Open before: November 29, 2021 at 3:00 PM</p></div> <div data-bbox="1079 1725 1534 2029"><p><b>PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022</b> ITB NO. DVO-2021-10-005</p><p>Name and Address of the Bidder <b>"ORIGINAL COPY- FINANCIAL COMPONENT"</b></p><p>The Bids and Awards Committee Professional Regulation Commission-RO XI Do not Open before: November 29, 2021 at 3:00 PM</p></div> <p>Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. ____ - ELIGIBILITY and TECHNICAL COMPONENT" and "COPY NO. ____ - FINANCIAL COMPONENT" and the other envelope as "COPY NO. ____", respectively.</p>





Republic of the Philippines  
Professional Regulation Commission  
Davao Regional Office XI

**Regional Bids and Awards Committee**

Calamansi Street corner 1<sup>st</sup> Street, Juna Subdivision, Davao City  
Telefax No.: 082-2340006  
Email: prcdavao.rbac2020@gmail.com




These envelopes containing the original and the copies shall then be enclosed in one single envelope.


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**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"ORIGINAL COPY- TECHNICAL COMPONENT"**  
The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
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November 29, 2021 at 3:00 PM

**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"ORIGINAL COPY-ELIGIBILITY AND TECHNICAL COMPONENT"**  
The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
Do not Open before:  
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**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"COPY No. 1 -ELIGIBILITY AND TECHNICAL COMPONENT"**  
The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
Do not Open before:  
November 29, 2021 at 3:00 PM

**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"COPY 2-ELIGIBILITY AND TECHNICAL COMPONENT"**  
The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
Do not Open before:  
November 29, 2021 at 3:00 PM

**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"ORIGINAL COPY-FINANCIAL COMPONENT"**  
The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
Do not Open before:  
November 29, 2021 at 3:00 PM

**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
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Name and Address of the Bidder  
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**PROCUREMENT OF JANITORIAL SERVICES for JANUARY-JUNE 2022**  
ITB NO. DVO-2021-10-005  
Name and Address of the Bidder  
**"COPY No. 1-FINANCIAL COMPONENT"**  
The Bids and Awards Committee  
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The Bids and Awards Committee  
Professional Regulation Commission-RO XI  
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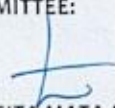


**Regional Bids and Awards Committee**

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Telefax No.: 082-2340006  
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
  
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
  
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The original and the number of copies of the Bid as indicated in the BDS shall be typed or written in indelible ink and shall be signed by the bidder or its duly authorized representative/s.

All envelopes shall:

- (a) contain the name of the contract to be bid in capital letters;
- (b) bear the name and address of the Bidder in capital letters;
- (c) be addressed to the Procuring Entity's BAC in accordance with ITB Clause 1.;
- (d) bear the specific identification of this bidding process indicated in the ITB Clause 1; and
- (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with ITB Clause 16.

Bid envelopes that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC or the Procuring Entity shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening.

19.3	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.  In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.
20.2	Additional requirements stated herein. <b><u>Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.</u></b> <i>Note: The latest income and business tax returns are those within the last six months preceding the date of bid submission.</i> <b><u>Compliance with applicable Labor Laws</u></b> Compliance with all the rights and benefits of the employees under Labor Code and applicable Wage Laws such as but not limited to: service incentive leave, rest days, overtime pay, 13th month pay, contributions and remittances of SSS, PhilHealth, and PAG-IBIG shall be mandatory. <i>Note: Latest three (3) months proof of remittances.</i>
21.2	No Further Instruction