



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel.Fax: 310-0037



ARISTOGERSON T. GESMUNDO
Chairman

ARJAY R. ROSALES
Vice-Chairman

MARIA LAZAR M. HERNANDEZ
Member

HENRIETTA P. NARVAEZ
Member

MARIE JANE L. EDQUID
Member

KAREN M. MAGSALIN
Provisional Member, Non-IT Projects

GREGORIO B. DELLORO
Provisional Member, IT Projects

SECRETARIAT:

ROMEL B. RUIZ
Secretary

MARGIERY D. DULIN
Member

GLENN I. PAJARON
Member

CHRISTOPHER A. MAYO
Member

LIEZEL F. BURAGA
Member

Section VI. Schedule of Requirements

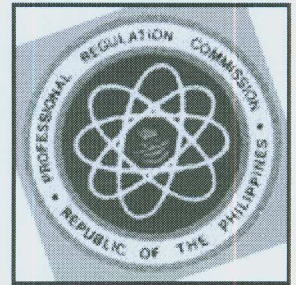
The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

| Item # | Description | Quantity (Number of Janitors) | Delivered, Weeks/Months (TIMELINE) |
|--------|---|------------------------------------|--|
| 1 | The Contractor shall provide: | | Upon Notice to Proceed |
| | a) Supervisor | 1 Male | |
| | b) Janitors who will be deployed at the PRC Central Office and PICC, as follows: | 16 -Male 7- Female Total= 23 | |
| | MAIN BUILDING | | |
| | 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 Asst. Commissioner including the CR's | 1 Female | |
| | b.4. Office of the Commissioner II including CR's and Hallway (including bridge way and fire exit connecting Main and Annex Building) | 1 Female | |
| | b.5. Office of the Director for Regulations Office, ICT Division, stairways, 2 nd floor Male CR, and Fire Exit | 1 Male | |
| | b.6. Legal Division including the 2 nd floor Female CR | 1 Female | |
| | b.7. PRC Grounds, Flag pole area, Parking Area, Sidewalk fronting PRC Building including parked unserviceable PRC vehicles | 1 Male | |
| | b.8. Customer Service Center, Shredding Area, Public Assistance. | 1 Male | |
| | b.9. Registration Division (Renewal), Lobby, Cash Division including Stairways. | 1 Male | |
| | b.10. Registration Division (Initial Registration), Lobby, Cash Unit. | 1 Male | |
| | b.11. Ground Floor Male CR (Main Building), including Male CR near Shredding Area. | 1 Male | |
| | b.12. Ground Floor Female CR (Main Building), including Female CR near Shredding Area. | 1 Female | |
| | b.13. Rating Division including Examiners' Lounge and all CR's in the area. | 1 Female | |
| | b.14. PICC | 1 Male | |



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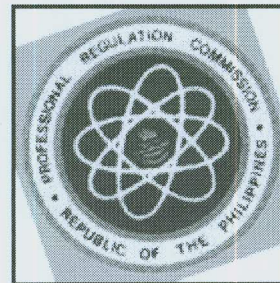
LIEZEL F. BURAGA
Member

| | ANNEX BUILDING | | |
|---|---|-------------------------|------------------------|
| | b.15. Examination Division, Confidential Room, Hallway. | 1 Male | Upon notice to proceed |
| | b.16. 2 nd Floor, Annex Building (OFAS, Accounting, Budget, Disbursing). | 1 Male | |
| | b.17. Standards & Inspection Division and Records Management Division. | 1 Male | |
| | b.18. Administrative Division, PIMRU, Medical/Dental, Supply and Property Division, Hallways. | 1 Male | |
| | b.19. 3 rd Floor, Annex Building (Application, ESD/TDRSO). | 1 Male | |
| | b.20. 4 th Floor, Annex Building (including CR) | 1 Male | |
| | b.21. 5 th Floor, Annex Building (HRMD, Auditorium, including CR). | 1 Male | |
| | b.22. COA, PMD, front stairways including elevator, 3 rd Floor Public CR's | 1 Male | |
| | b.23. QMSS/BAC, WES Area, Employees CR (Male & Female), Motorpool Unit, stairways (backdoor) | 1 Male | |
| 2 | 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 Administrative Division and Supply and Property Division | | Upon notice to proceed |
| | The Contractor shall make available the following Equipment: | | |
| | 1. Heavy duty and modern floor polishers | at least 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 | |
| | The Contractor shall provide the following Supplies on a monthly basis: | | Upon notice to proceed |
| | 1. Solvent Red wax | 5 gals | |
| | 2. Garbage plastic bags (size: XL) | 800 pcs | |
| | 3. Disinfectant liquid – CR | 12 gals | |
| | 4. Toilet bowl cleaner | 12 gals | |
| | 5. Scrubbing pad | 8 pcs | |



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| | |
|--|-------------------------------|
| 6. Stripping pad | 8 pcs |
| 7. Liquid Anti-Bac 500 ml-CR (branded) | 12 Tubes |
| 8. Working gloves | 15 pcs |
| 9. Wood/Furniture Polish | 3 gals |
| 10. Mop head | 30 pcs |
| 11. Franella | 10 yards |
| 12. Round Rugs | 5 kilos |
| 13. Wax Stripper | 2 gals |
| 14. Complete Wax | 5 gals |
| 15. Steel Wool | 12 reams |
| 16. Powder Soap | 13 kilos |
| 17. Terranova | 2 gals |
| 16. Bleaching Solution (branded) | 12 gals |
| 17. Insecticide (branded) | 12 tubes (at least 600 ml) |
| 18. Furniture Polish/Cleaner (branded) | 12 tubes (at least 330 ml) |
| 19. Air Freshener (branded) | 12 tubes (at least 280 ml) |
| 20. Hand soap (liquid) | 12 gals |
| 21. Disinfectant Spray | 12 tubes (at least 330 ml) |
| 22. All Wash-Liquid | 12 gals |
| 23. Soft broom | 15 pcs |
| 24. Stick broom | 15 pcs |
| The Contractor shall provide the following supplies on a quarterly basis: | |
| 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 | 5 pcs |
| 8. Polishing pad (Black) | 7 pcs |
| 9. Doormat | 15 pcs |
| 10. Spray Gun | 15 pcs |
| 11. Spatula | 5 pcs |
| 12. Metal Polish | 1 pc |
| 13. Polishing Pad (Brown) | 7 pcs |

Upon notice to proceed

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR THE PROVISION OF JANITORIAL SERVICES (2017) - REBID

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