


Republic of the Philippines
 DEPARTMENT OF SCIENCE AND TECHNOLOGY
 - Caraga Regional Office No. 13
 CSU Campus, Ampayon, Butuan City
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REQUEST FOR QUOTATION

Company Name: _____ Date: 1/20/2022
 Address: _____ Quotation#: 004-2022

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.


IMELDA S. MEZO
 Chief Admin. Officer

Item No.	Item & Description	QTY.	UNIT OF MEASURE	UNIT PRICE
1	Security Services for Gold-Copper Processing Plant at Del Pilar, Cabadbaran City for January - December 2022	1	lot	
	- The security agency will provide three (3) security guards to be rotated on an 8-hour working schedule daily at three (3) working shifts			
	- The Security Agency must be duly licensed, registered, and a member of PADPAO with proper operating permits and other statutory requirements. It must have been engaged in the business for at least three (3) years			
	- The proof of paid remittances for the following (concerned) government agencies: SSS, PHILHEALTH, and PAGIBIG will be in the form of a certification issued by the said agencies			
	- The security guards shall be provided with proper agency uniforms and visible identification badges. They must also be duly licensed.			
	- The security guards shall be equipped with original, branded and duly licensed firearms and ammunitions necessary in the course of their security enforcement and maintenance of peace and order at the			
	- The security agency shall provide one (1) unit Base radio and one (1) unit handheld radio as communications equipment.			
	See attached Cost Distribution Schedule			
	Additional Set of Technical Parameters for Janitorial Services:			
	1. Stability			
	(a) Years of Experience			
	(b) Liquidity of the Contractor			
	(c) Organizational Setup			
	2. Resources			

	(a) No. of Licensed Firearms			
	(b) No. and Kind of Communication Devices			
	(c) No. and Kind of Motor-powered vehicles			
	(d) No. of licensed guards			
	3. Security Plan			
	4. Other Factors			
	(a) Recruitment and Selection Criteria			
	(b) Completeness of Uniforms and other Paraphernalia			
	Purpose: For 24 hour security of Gold Copper Processing Plant at Cabadbaran City chargeable to the project Operationalization, Maintenance and Security of the Gold-Copper Mineral Processing Plant in Caraga			
	PR#: 2022-01-006			

Printed Name/Signature of Supplier

Contact Number

Date

PART III. ITEMS AND SPECIFICATIONS

The bidder will supply the specific daily rate and other figures of the security guard based on the hours duty per day

COST DISTRIBUTION SCHEDULE
(7 days a week (393.8 days) -DOLE Rates
PROCUREMENT OF SECURITY SERVICES

(January to December 2022)

PARTICULARS	Gold-Copper Processing Plant, Del Pilar, Cabadbaran City
FINANCIAL PROPOSAL	
AMOUNT DIRECTLY PAID TO SECURITY GUARD	
Days worked per week	7 days
No. of days per year	393.80 days
Number of hours work per day	8 hours
SCHEDULE 1	
1.1 Average Pay per SG (305/day x 393.8/12)	10,009.08
1.2 Night Differential (Regular Wage x 10% x 1/3)	333.64
1.3 Five (5) days incentive (305/day + 15)(5/12)	133.33
1.4 13th Month Pay (Basic Salary not less done 1/12)	773.09
1.5 Uniform Allowance (RA 5487)	100.00
1.6 COLA (15/day x 365/12)	471.25
TOTAL	11,820.39
SCHEDULE 2	
AMOUNT PAID TO GOVERNMENT IN FAVOR OF SECURITY GUARD	
2.1 SSS Premium (employer's share)	880.00
2.2 PhilHealth (employer's share)	137.63
2.3 Employees Compensation	10.00
2.4 HDMF (Pag-Ibig)	100.00
2.5 Retirement Benefits (RA 7641)	571.88
TOTAL	1,699.51
SCHEDULE 3: OTHER COSTS	
3.1 Admin Expenses and Margin of profits	-
TOTAL	-
SCHEDULE 4: TAXES TO GOVERNMENT	
4.1 Schedule 3 x 12% (Value Added Tax)	-
TOTAL	-
x no. of security guard	3
TOTAL	-
x 12 Months	-
GRAND TOTAL	-

Note : Employer and employee share in SCHEDULE 2 must conform to the latest Contribution Schedule of Philhealth, SSS, Pag-Ibig. The basis for the computation in SCHEDULE 2 will be the sum of Average Pay, COLA and 5 Days Incentive, Night Shift Differential includes NSD pay on Regular Days, Regular Holidays and Special Holiday.