

**SUPPLEMENTAL / BID BULLETIN NO. 01**

**TITLE :** Outsourcing of Security Services to DSWD CAR Field Office, Centers and Extension Offices for July to December 2025  
**ITB NO. :** 2025-DSWD-CAR-08  
**DATE :** 11 June 2025

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

Description	From	To
Price Schedule For Goods Offered from Within the Philippines	No Cost Breakdown Form Attached.	Please see attached Cost Breakdown to be filled out as attachment of the Price Schedule for Goods Offered from within the Philippines.

Please refer to the attached revised forms:

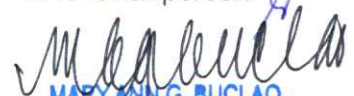
**1. Cost Breakdown Form**

Changes indicated in the Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**ENGR. ENRIQUE H. GASCON JR.**

BAC Chairperson

  
**MARY ANN G. BUCLAO**  
Social Welfare Officer V

JUN 11 2025

COST BREAKDOWN SECURITY SERVICES	
PARTICULARS	
No. of Security	42
Security Daily wage	₱ 470.00
Head Guard (DW)	₱ 550.00
Work Days per year	395

ANNUAL COSTING BASED ON 12HRS SHIFT									
A. AMOUNT DIRECTLY TO GUARD						HEAD GUARD	12HRS	12HRS W/ NIGHT DIFFEENTIAL	
1. AVERAGE MONTHLY PAY									
2. 13TH MONTH PAY									
3. FIVE DAYS INCENTIVES PAY									
4. NIGHT SHIFT DIFFERENTIAL									
5. OVERTIME PAY									
6. UNIFORM ALLOWANCE									
			SUB-TOTAL			₱ -	₱ -	₱ -	
AMOUNT TO GOVERNMENT IN FAVOR OF GUARDS						HEAD GUARD	12HRS	12HRS W/ NIGHT DIFFEENTIAL	
1. RETIREMENTS BENEFITS									
2. SOCIAL SECURTY SYSTEMS (EFFECTIVE JANUARY 2025)									
3. SOCIAL SECURITY SYSTEM (MANDATORY PROVIDENT FUND)									
4. PHILHEALTH CONTRIBUTION (EFFECTIVE JANUARY 2024)									
5. PAG-IBIG FUND CONTRIBUTION									
6. STAFF INSURANCE FUND									
				SUB-TOTAL		₱ -	₱ -	₱ -	
A. TOTAL AMOUNT TO GUARD AND GOVERNMENT						₱ -	₱ -	₱ -	
B. AGENCY FEE (20% of A)						₱ -	₱ -	₱ -	
C. VALUE ADDED TAX (12% of B)						₱ -	₱ -	₱ -	
D. MONTHLY CONTRACT RATE / GUARD / MONTH						₱ -	₱ -	₱ -	
NUMBER OF SECURITY GUARDS (42)						1	21	20	
TOTAL CONTRACT COST FOR 1 MONTH						₱ -	₱ -	₱ -	
TOTAL CONTRACT COST FOR 6 MONTHS						₱ -	₱ -	₱ -	
TOTAL CONTRACT COST FOR 1 YEAR						₱ -	₱ -	₱ -	
	1	TOTAL (1 MONTH )				₱ -			
	6	TOTAL (6 MONTHS)				₱ -			
	12	TOTAL (1 YEAR)				₱ -			

#### COMPUTATIONS:

1. AVERAGE MONTHLY PAY = (DAILY WAGE \* 395 DAYS) / 12
2. 13TH MONTH PAY = (DAILY WAGE \* 365 days/ 12) / 12
3. FIVE DAYS INCENTIVES PAY = (DAILY WAGE \* 5 DAYS) /12
4. NIGHT SHIFT DIFFERENTIAL = 10% MONTHLY WAGE (470 \* 10%)
5. MONTHLY OVERTIME PAY  
 RATE PER HOUR = (DAILY WAGE 470/8) = 58.75  
 REGULAR DAYS (58.75\*125%\*293\*4) = 86,068.75  
 REGULAR HOLIDAYS (58.75\*260%\*12\*4) = 7,332  
 REST DAYS (58.75\*169%\*52\*4) = 20,651.80  
 SPECIAL NON-WORKING DAYS (58.75\*195%\*8\*4) = 3,666.00  
 TOTAL = 117,718.55/12 = 9,809.88
6. RETIREMENT BENEFITS = (DAILY WAGE 470\*22.5/12) = 881.25
7. SSS (AMOUNT DIRECTLY TO GUARD(SUB TOTAL-13TH MONTH PAY=25,576.54))  
 SSS PREMIUM = 2000  
 SSS MANDATORY PROVIDENT FUND = 550
8. PHILHEALTH = (MONTHLY WAGE \* 5%) / 2 (EMPLOYEE & EMPLOYER SHARE)
9. AGENCY FEE = TOTAL AMOUNT TO GUARD AND GOV'T \* 20%
10. VALUE ADDED TAX = AGENCY FEE \* 12%