



SUPPLEMENTAL BID BULLETIN NO. 1
November 29, 2024

PUBLIC BIDDING FOR JANITORIAL OUTSOURCING SERVICES (NCMH-MAIN AND CAMARIN EXTENSION) CY 2025 WITH ITB NO. CS-08-2025-PB

This Supplemental Bid Bulletin is issued to respond to the bidder's queries and amend the Bidding Documents for the project. This shall form an integral part of the Bidding Documents.

BIDDERS' CONCERNS/QUERIES:

| ISSUES/CONCERNS | NCMH RESPONSE/S |
|--|---|
| <p align="center">On Section VII. Technical Specifications</p> <p><i>IV. REQUIRED NUMBER OF MANPOWER</i> This contract shall require fifty-four (54) personnels (52 - Cleaning Personnels and 2 - Janitor Working Supervisors)</p> <p><i>VI. QUALIFICATIONS OF THE JANITORIAL SERVICE</i> 3. Working Hours a) Janitors shall provide/undertake daily maintenance and sanitation of the hospital premises forty (40) hours a week, <i>Mondays to Sundays including holidays;</i> b) <i>Janitors for the grounds and wards shall render services from 7:00AM to 4:00PM;</i></p> <p><i>VII. SUPPLIES, TOOLS AND EQUIPMENT REQUIREMENT</i> 1. The service provider shall ensure available cleaning agents, materials and supplies at all times; 2. All janitorial supplies, tools and equipment provided by the service provider shall be delivered to Sanitation Storage Room according to schedule of delivery;</p> | <p align="center">No modification.</p> |

SECTION III: BID DATA SHEET

| <u>FROM</u> | <u>TO</u> |
|--|---|
| <p>ITB CLAUSES 20.2 AND 21.2:</p> <p>Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that is submitted the Lowest Calculated Bid</p> | <p align="center">No modification.</p> |

REMINDERS:

- A. Bid Security shall be 120 calendar days from the date of submission and opening of bids.
- B. Section VII: Technical Specifications - Please write "COMPLY" to indicate that requirements are met.
- C. Eligibility requirements and technical proposal should be in one folder and financial proposal in a separate folder, with shoelace on top instead of fastener, table of contents and index tabs in words, not numbers.

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REPUBLIC OF THE PHILIPPINES
Department of Health

NATIONAL CENTER FOR MENTAL HEALTH



- D. Folder of Eligibility requirements and technical proposal should be placed in one envelope. And folder of Financial proposal should be in another envelope. Both envelopes shall then be placed in one mother envelope marked as **“Original Bid”**
- E. Documents should be arranged chronologically according to the checklist issued.
- F. Color code for folders and envelope:
- BLACK: PUBLIC BIDDING FOR JANITORIAL OUTSOURCING SERVICES
(NCMH-MAIN AND CAMARIN EXTENSION) CY 2025**
- G. All other provisions on the bidding documents which are not affected shall remain in effect.
- H. Prospective bidders must send a request in conducting Site Survey.
- I. Any bid submitted after the deadline for submission shall be declared **“LATE”** and shall NOT be accepted.
- J. The BAC shall open the bids immediately after the deadline for submission and receipt of bids.

For the information and guidance of all concerned.



JERRY C. RODRIGUEZ, MGM-ESP

Chairperson, BAC for Contract Services and Consultancy

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