



**COCONUT INDUSTRY INVESTMENT FUND – Granexport Manufacturing Corporation
Bids and Awards Committee I**

Bid Bulletin No. 1

September 18, 2023

Project Name: **Public Bidding for the Procurement of Manpower Services for
Granexport Manufacturing Corporation**

Project Number: **GMC-2023-014 (PhilGEPS#10096320)**

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend pertinent items in the Philippine Bidding Documents as discussed and agreed during the Pre-Bid Conference held on September 13, 2023 for the abovementioned project of Coconut Industry Investment Fund – Granexport Manufacturing Corporation.

The following clarifications and amendment are provided for the guidance and reference of all prospective bidders:

1. CLARIFICATIONS

QUERY	CLARIFICATION/RESOLUTION
1. How can the warranty security through retention money be done by the winning bidder?	1. The Procuring Entity will deduct one percent (1%) of every progress payment to the winning bidder. (Ref. Page 31 – Special Conditions of Contract Clause 5)
2. Should the calculation of bids include the maximum four-hour overtime and eight-hour night differential?	2. The maximum four (4) hours for overtime and eight (8) hours night differential can be applied in the computation of bid to get the best offer. (Ref. Page 57-59 – Price Schedule Annexes “D1” to “D3”)
3. Can the format of Annex D-1 be amended to separate the shutdown personnel? Can the procuring entity use the pattern of Annex D-1 to D-3 with SPMC’s Annexes?	3. Yes. The Procuring entity will revise the Annex D-1 separating the shutdown personnel. And use the pattern of SPMC for Annexes D-1 to D-3 (Ref. Page 57-59 – Price Schedule Annexes “D1” to “D3”)
4. What is the frequency of report of on-call personnel?	4. The frequency of report of on-call personnel is twenty-six (26) days per month. (Ref. Page 32-34 – Schedule of Requirements)

Location		REGION X- NORTHERN MINDANAO	
Category		Skilled	Unskilled
No. of Personnel		30	94
Daily Rate		(Minimum Wage + not more than 20% premium)	(Minimum Wage)
No. of days per month		26.08	26.08
No. of days per year		313	313
No. of month required		12	12
PART A. LABOR COST			
I.	Amount of compensation directly paid to employee		
	a.) Basic Monthly Salary (DR x no. of days per year / 12)		
	b.) 13th Month Pay (BS/12)		
	c.) 5 days Service Incentive Leave (SIL) (DR x 5/12)		
	d.) Separation Pay (BMS/2/12)		
	e. Sub-total (Sum of a,b, c, and d)		
II.	Amount of Mandatory Contributions to the Government		
	a.) SSS Contribution*		
	b.) SSS Provident Share*		
	c.) SSS EC*		
	d.) Philhealth Contribution**		
	e.) Pag ibig Contribution		
	f. Sub-total (Sum of a,b,c,d and e)		
III.	Total Amount to Employee and Government		
IV.	Add: Administrative Fee		
V.	Total Amount (Items III and IV)		
VI.	Add: Value-Added Tax (12% of item V)		
VII.	Total Monthly Rate per Head		
	No. of personnel		
VIII.	Total Monthly Rate (Item VII No. of personnel)		
	No. of months required		
IX.	Total Cost for Part A		
GRAND TOTAL			

ADD:

I.	Overtime		
	b.1) Regular Overtime		
	(maximum of 34.7 hrs/month/personnel)***		
	(BMS/26.08/8hours x 1.25 OT Premium x 34.7 hours)		
	b.2) Night Differential		
	(maximum of 69.5hrs/month/personnel)***		
	(BMS/26.08/8hours x .10ND Premium x 69.5 hours)		
II.	Total (b.1 + b.2)		
III.	Add Administrative Fee		
IV.	Total items II and III		
V.	Add: Value Added Tax (12% of item V)		
	No. of personnel		
VI.	Total Monthly Rate (Item VII No. of Personnel)		
	No. of months required		
VII.	Total Cost for Part B		
GRAND TOTAL			

TOTAL CONTRACT AMOUNT (A+B)		
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Note:

* Please refer to the SSS Contribution Schedule (see SSS Circular No. 2020-033 - b and RA No. 11199) Basic + Earnings (Gross Pay)

** Use 4% as the premium rate basis

*** Overtime = (BMS/26.08days/8hrs x 1.25 OT Premium x 34.7hrs)

**** Night Differential = (BMS/26.08days/8hrs x 0.10 ND Premium x 69.5hrs)

***** Actual Overtime and Night Differential will still be added to the billing

Location		REGION IV-MIMAROPA	
Category		Skilled	Unskilled
No. of Personnel		-	11
Daily Rate		(Minimum Wage + not more than 20% premium)	(Minimum Wage)
No. of days per month		26.08	26.08
No. of days per year		313	313
No. of month required		12	12
PART A. LABOR COST			
I.	Amount of compensation directly paid to employee		
	a.) Basic Monthly Salary (DR x no. of days per year / 12)		
	b.) 13th Month Pay (BS/12)		
	c.) 5 days Service Incentive Leave (SIL) (DR x 5/12)		
	d.) Separation Pay (BMS/2/12)		
	e. Sub-total (Sum of a,b, c, and d)		
II.	Amount of Mandatory Contributions to the Government		
	a.) SSS Contribution*		
	b.) SSS Provident Share*		
	c.) SSS EC*		
	d.) Philhealth Contribution**		
	e.) Pag ibig Contribution		
	f. Sub-total (Sum of a,b,c,d and e)		
III.	Total Amount to Employee and Government		
IV.	Add: Administrative Fee		
V.	Total Amount (Items III and IV)		
VI.	Add: Value-Added Tax (12% of item V)		
VII.	Total Monthly Rate per Head		
	No. of personnel		
VIII.	Total Monthly Rate (Item VII No. of personnel)		
	No. of months required		
IX.	Total Cost for Part A		
GRAND TOTAL			

ADD:

I.	Overtime		
	b.1) Regular Overtime		
	(maximum of 34.7 hrs/month/personnel)***		
	(BMS/26.08/8hours x 1.25 OT Premium x 34.7 hours)		
	b.2) Night Differential		
	(maximum of 69.5hrs/month/personnel)***		
	(BMS/26.08/8hours x .10ND Premium x 69.5 hours)		
II.	Total (b.1 + b.2)		
III.	Add Administrative Fee		
IV.	Total items II and III		
V.	Add: Value Added Tax (12% of item V)		
	No. of personnel		
VI.	Total Monthly Rate (Item VII No. of Personnel)		
	No. of months required		
VII.	Total Cost for Part B		
GRAND TOTAL			

TOTAL CONTRACT AMOUNT (A+B)		
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Note:

* Please refer to the SSS Contribution Schedule (see SSS Circular No. 2020-033 - b and RA No. 11199) Basic + Earnings (Gross Pay)

** Use 4% as the premium rate basis

*** Overtime = (BMS/26.08days/8hrs x 1.25 OT Premium x 34.7hrs)

**** Night Differential = (BMS/26.08days/8hrs x 0.10 ND Premium x 69.5hrs)

***** Actual Overtime and Night Differential will still be added to the billing

Location		REGION IX- ZAMBOANGA PENINSULA	
Category		Skilled	Unskilled
No. of Personnel		-	1
Daily Rate		(Minimum Wage + not more than 20% premium)	(Minimum Wage)
No. of days per month		26.08	26.08
No. of days per year		313	313
No. of month required		12	12
PART A. LABOR COST			
I.	Amount of compensation directly paid to employee		
	a.) Basic Monthly Salary (DR x no. of days per year / 12)		
	b.) 13th Month Pay (BS/12)		
	c.) 5 days Service Incentive Leave (SIL) (DR x 5/12)		
	d.) Separation Pay (BMS/2/12)		
	e. Sub-total (Sum of a,b, c, and d)		
II.	Amount of Mandatory Contributions to the Government		
	a.) SSS Contribution*		
	b.) SSS Provident Share*		
	c.) SSS EC*		
	d.) Philhealth Contribution**		
	e.) Pag ibig Contribution		
	f. Sub-total (Sum of a,b,c,d and e)		
III.	Total Amount to Employee and Government		
IV.	Add: Administrative Fee		
V.	Total Amount (Items III and IV)		
VI.	Add: Value-Added Tax (12% of item V)		
VII.	Total Monthly Rate per Head		
	No. of personnel		
VIII.	Total Monthly Rate (Item VII No. of personnel)		
	No. of months required		
IX.	Total Cost for Part A		
GRAND TOTAL			

ADD:

I.	Overtime		
	b.1) Regular Overtime		
	(maximum of 34.7 hrs/month/personnel)***		
	(BMS/26.08/8hours x 1.25 OT Premium x 34.7 hours)		
	b.2) Night Differential		
	(maximum of 69.5hrs/month/personnel)***		
	(BMS/26.08/8hours x .10ND Premium x 69.5 hours)		
II.	Total (b.1 + b.2)		
III.	Add Administrative Fee		
IV.	Total items II and III		
V.	Add: Value Added Tax (12% of item V)		
	No. of personnel		
VI.	Total Monthly Rate (Item VII No. of Personnel)		
	No. of months required		
VII.	Total Cost for Part B		
GRAND TOTAL			