

**BIDS AND AWARDS COMMITTEE**  
**Resolution No. 20-07-0150**

**RECOMMENDING AWARD OF CONTRACT FOR THE PROVISION OF  
 MULTI-YEAR CONTRACT FOR THE HIRING OF JANITORIAL SERVICES  
 FOR CALENDAR YEAR 2020-2022**

— ITB No. GOP/20-DSWD-034 —  
 (PR No. 01-20001-PR-2020-04-00104, 2020050116, 20200520117)

**WHEREAS**, the Department of Social Welfare and Development (DSWD), through the General Administration and Support Services Group-Administrative Service (GASSG-AS), intends to apply the sum of **Eleven Million Six Hundred Twenty-Two Thousand One Hundred Seventy-Five Pesos and Eighty Centavos (Php11,622,175.80)** being the Approved Budget for the Contract (ABC) for the first year of the Multi-Year Contract for the Hiring of Janitorial Services for Calendar Year 2020-2022". The total approved allocation under this bidding project for multi-year are described as follows:

Year	Approved Budget for the Contract (in Philippine Peso)
1 <sup>st</sup> Year (01 August 2020 – 31 December 2020)	11,622,175.80
2 <sup>nd</sup> Year (01 January 2021 – 31 December 2021)	27,893,221.92
3 <sup>rd</sup> Year (01 January 2022- 31 December 2022)	27,893,221.92
<b>Total ABC for 2 years and 5 months</b>	<b>67,408,619.64</b>

Copies of the Purchase Request (PR) Nos. 01-20001-PR-2020-04-00104, 2020050116, 20200520117 representing the corresponding year and amount are hereto attached, marked as **Annexes "A-1", "A-2", and "A-3"**, respectively and made integral parts hereof;

**WHEREAS**, on 21 May 2020, the Bids and Awards Committee (BAC), commenced the bidding process for this procurement request by posting the Invitation to Bid (ITB) at the Philippine Government Electronic Procurement System (PhilGEPS), DSWD website, and at conspicuous places within the DSWD premises. Copies of the ITB and proof of postings are hereto attached, marked as **Annexes "B", "C", "D" and "E"**, respectively and made integral parts hereof;

**WHEREAS**, the GPPB's guidelines on the Procurement of Security and Janitorial under GPPB Resolution No. 24-2007 dated 28 September 2007 was adopted in this undertaking pursuant to Republic Act No. 9184 (RA 9184) otherwise known as the Government Procurement Reform Act (GPPRA) and its 2016 Revised Implementing Rules and Regulations (IRR). Copy of GPPB Resolution No. 24-2007 is hereto attached, marked as Annex **"F"**, and made an integral part hereof;

k.

**WHEREAS**, a Pre-Bid Conference was conducted on 28 May 2020 at 10:30 a.m. and was attended by only two (2) prospective bidders, namely: Excellent General Services and Philcare Manpower Services. A copy of the Minutes of the Pre-Bid Conference is hereto attached, marked as **Annex "G"**, and made an integral part hereof;

**WHEREAS**, the BAC issued three (3) Supplemental/ Bid Bulletins which formed part of the Bidding Documents and was posted at the PhilGEPS and DSWD websites, and at conspicuous places within the DSWD premises, to wit:

Reference No.	Date	Announcement
Supplemental/ Bid Bulletin No. 1	21 May 2020	<ul style="list-style-type: none"> <li>• Invitation to Bid (ITB) – correcting the ABC in words.</li> <li>• Amendments in the submission of documentary requirements in accordance with Section 6 of the GPPB Resolution No. 09-2020 dated May 2020 "Approving the measures for the Efficient Conduct of Procurement Activities during a State of Calamity, or Implementation of Community Quarantine or Similar Restrictions".</li> </ul>
Supplemental/ Bid Bulletin No. 2	22 May 2020	<ul style="list-style-type: none"> <li>• Posting the amended Bidding Document</li> </ul>
Supplemental/ Bid Bulletin No. 3	04 June 2020	<ul style="list-style-type: none"> <li>• Announcing the clarifications in the bidding document.</li> </ul>

Copies of the Supplemental/ Bid Bulletins and proof of postings are hereto attached, marked as **Annexes "H"**, **"I"** and **"J"**, respectively and made integral parts hereof;

**WHEREAS**, in response to the ITB, only two (2) prospective bidders, One Merit Global Janitorial Services, Inc. and Philcare Manpower Services, secured a complete set of Bidding Documents upon payment of a non-refundable fee of Fifteen Thousand Pesos (PhP 15,000.00). Copies of Official Receipts as proof of payment are hereto attached, marked as **Annexes "K"** and **"L"**, respectively, and made integral parts hereof;

**WHEREAS**, during the deadline for the submission and receipt of bids on 11 June 2020 at 9:00 a.m., two (2) bidders came to submit their bid proposals, to wit:

k.

Name of Bidder	Date and Time Received
One Merit Global Janitorial Services, Inc.	11 June 2020, 08:10 a.m.
Philcare Manpower Services	11 June 2020, 08:46 a.m.

Receiving copies of the bids are hereto attached, marked as **Annexes "M"** and **"N"**, respectively, and made integral parts hereof;

**WHEREAS**, on 11 June 2020 at 9:00 a.m., during the opening of bids and preliminary examination of the documents submitted by the bidder, the BAC had the following findings:

Name of Bidder	Technical Component	Financial Component
One Merit Global Janitorial Services, Inc.	"Failed"	Retained at BAC Secretariat
Philcare Manpower Services	"Passed"	"Passed"

Copies of the Minutes of Bid Opening and Abstract of Bids "As Read" are hereto attached, marked as **Annexes "O"** and **"P"** respectively, and are made integral parts hereof;

**WHEREAS**, the BAC, with the assistance of the Technical Working Group (TWG), conducted the Bid Evaluation to determine if there are computational errors in the bid price submitted by the bidder. The Bid Evaluation found Philcare Manpower Services as Single Calculated Bidder (SCB), and which yielded the following result:

Name of Bidder		Bid Price (in Philippine Peso)
Philcare Manpower Services	1 <sup>st</sup> Year (01 August 2020 – 31 December 2020)	<b>10,579,542.00 (SCB)</b>
	2 <sup>nd</sup> Year (01 January 2021 – 31 December 2021)	27,893,221.92
	3 <sup>rd</sup> Year (01 January 2022 – 31 December 2022)	27,893,221.92

A copy of the Bid Evaluation Report is hereto attached, marked as **Annex "Q"**, and made an integral part hereof;

**WHEREAS**, for purposes of conducting the Post-Qualification, the BAC requested Philcare Manpower Services, being the SCB, to submit additional documents within five (5) calendar days from receipt of notice, pursuant to Section 34.2 of the 2016 Revised IRR of RA 9184. A copy of the letter request is hereto attached, marked as **Annex "R"**, and made an integral part hereof;

**WHEREAS**, the BAC created a Technical Working Group (TWG) pursuant to Section 12 of the 2016 Revised IRR of RA 9184 that will conduct the Post-Qualification of Philcare

f.

Manpower Services. A copy of the said creation of TWG is hereto attached, marked as **Annex "S"**, and made an integral part hereof;

**WHEREAS**, on 07 July 2020, the BAC received the TWG report which found Philcare Manpower Services as **"Responsive"** to all the requirements stipulated in the Bidding Documents. A copy of the said TWG report is hereto attached, marked as **Annex "T"**, and made an integral part hereof;

**WHEREAS**, the BAC discussed and deliberated the merits of the TWG report during the regular Meeting on 08 July 2020. The BAC resolved to adopt the recommendation of the TWG declaring Philcare Manpower Services as technically and financially capable to provide the goods and services needed by the DSWD thus, resolved to recommend award of contract to Philcare Manpower Services. Copy of the minutes of the BAC Regular Meeting attached, hereto, marked as **Annex "U"**, and made an integral part hereof;

**NOW, THEREFORE**, in view of the foregoing and on the basis of the documents presented, we, the Bids and Awards Committee, resolves as it is hereby resolved to recommend the following:

1. Award of contract to **Philcare Manpower Services**, being the **Single Calculated and Responsive Bidder (SCRB)** for the **"Provision of Multi-Year Contract for the Hiring of Janitorial Services for CY 2020-2022"** under **ITB No. GOP/20-DSWD-034**. The contract duration shall commence from the receipt of Notice to Proceed (NTP) and in accordance with the following schedule:

Year	Contract Cost (in Phil. Peso)
1 <sup>st</sup> Year (from receipt of NTP) -- 31 December 2020)	10,579,542.00
2 <sup>nd</sup> Year (01 January 2021 – 31 December 2021)	25,390,900.80
3 <sup>rd</sup> Year (01 January 2022- 31 December 2022)	25,390,900.80
<b>Total Contract Price</b>	<b>61,361,343.60</b>

The Total Contract Price (TCP) amounting to **Sixty-One Million Three Hundred Sixty-One Thousand Three Hundred Forty-Three Pesos and 60/100 (PHP 61,361,343.60)**, is inclusive of all applicable taxes.

2. Provided further, that the DSWD reserves the right to pre-terminate the contract without liability for reasons of budgetary limitations in the succeeding year. The renewal of each year thereafter for two (2) more years is upon the recommendation of Administrative Service – General Services Division (AS-GSD) of the DSWD. Moreover, the extension of contract is subject to the provision of the 2016 IRR of RA 9184.

**RESOLVED**, this 17<sup>th</sup> day of July 2020 at Quezon City, Philippines.

**DIR. EMMANUEL P. PRIVADO**  
National Resource and Logistics  
Management Bureau  
Regular Member

**MR. FELIX M. ARMEÑA**  
Information and Communications  
Technology Management Service  
Alternate Regular Member

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**WHEREAS**, on 07 July 2020, the BAC received the TWG report which found Philcare Manpower Services as **"Responsive"** to all the requirements stipulated in the Bidding Documents. A copy of the said TWG report is hereto attached, marked as **Annex "T"**, and made an integral part hereof;

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**DIR. EMMANUEL P. PRIVADO**  
National Resource and Logistics  
Management Bureau  
Regular Member


**MR. FELIX M. ARMEÑA**  
Information and Communications  
Technology Management Service  
Alternate Regular Member

OR OFFICIAL BUSINESS/TRAVEL

**DIR. ERNESTINA Z. SOLLOSO**  
Pantawid Pamilyang Pilipino Program  
Regular Member

OR OFFICIAL BUSINESS/TRAVEL

**OIC-DIR. IRENE B. DUMLAO**  
Social Marketing Service  
Alternate Member


  
**U/SEC. RENE GLEN O. PAJE<sup>1</sup>**  
Office of the Undersecretary for Inclusive  
and Sustainable Peace  
Regular Member

**A/SEC. NOEL M. MACALALAD**  
Office of the Assistant Secretary for  
Standards and Capacity Building  
Alternate Member

  
**U/SEC. FELICISIMO C. BUDIONGAN**  
Office of the Undersecretary for Disaster  
Response Management Group  
Chairperson

  
**ATTY. KARINA ANTONETTE A. AGUDO**  
OIC - Administrative Service  
Provisional Member

(  ) Approved      (  ) Disapproved

  
**U/SEC. JOSE ERNESTO B. GAVIOLA**  
Office of the Undersecretary for General Administration  
and Support Services Group  
*Head of the Procuring Entity (HoPE)*  
*Per Special Order (SO) No. 3242 series of 2019*

<sup>1</sup> Designated as Vice-Chairperson in the absence of the Chairperson