



Reference No.: 23RSS007- 1134G

NOTICE OF AWARD
 NOA-2023-048-PB

27 December 2023

MS. HEIDI JANE D. CAFE

Corporate Secretary
 CAFE SECURITY AGENCY, INC.
 N. Bacalso Ave., Bulacao
 Talisay City, Cebu

Thru: SARRA MAY P. PANSACALA
 Authorized Representative

Dear Ma'am:

This has reference to the recommendation of the Region VII Bids and Awards Committee per R07-BAC Resolution No. 2023-12-022-PB declaring **Café Security Agency, Inc. as the Single Calculated Responsive Bidder (SCRB)** for the Procurement of 2024 Security Services for Philippine Statistics Authority 7 (PSA 7) for the Provinces of Bohol, Cebu, Negros Oriental, Siquijor and Regional Statistical Services Office VII having a total contract price of **Eight Hundred Eighty-Eight Thousand Four Hundred Seventy-One Pesos and Thirty-Six Centavos Only (PhP888,471.36)** for **LOT 2- Security Services for PSA Cebu Provincial Office** as stated below:

LOT 2- Security Services for PSA Cebu Provincial Office		
Item Description	Quantity	Contract Price (PhP)
	Three (3) Security Guards	Eight Hundred Eighty-Eight Thousand Four Hundred Seventy-One Pesos and Thirty-Six Centavos Only (PhP888,471.36)
1	Applicable Daily Minimum Wage (Note: Wage Order No. VII-23 effective June 14,2022)	397.00 468.00
2	Equivalent Monthly Rate (#1x394.4/12)	10,355.08 15,381.60

3	13th Month Pay PD 851 $[(\#1 \times 365/12)/12]^*$	862.92	1,186.25
4	5 days Service Incentive Leave $(\#1 \times 5/12)$	165.42	195.00
5	Night Shift Differentials $[(\#1 \times 295/12)10\%/3] + [(1 \times 1.3 \times 58/12)10\%/3]$ $+ [(\#1 \times 2 \times 12/12)10\%/3]$	325.32	512.72
6	Monthly Uniform Allowance RA 5487	100.00	100.00
7	Retirement Benefit RA 7641 $(\#1 \times 22.5/12)^{**}$	744.38	877.50
8	Total Monthly Salary due to guard $(\#2 + \#3 + \#4 + \#5 + \#6 + \#7)$	12,553.12	18,253.07
9	Philhealth (<i>employer's share only per Philhealth table based on #2, effective Jan. 2022</i>) ^{***}	207.10	307.63
10	Add employer's share SSS + P30.00 as EC (<i>per SSS table based on #2, effective Jan 2023 per R.A. 11199</i>)	1,007.50	1,502.50
11	Employer's share on HDMF Contribution (<i>Salary bracket P5,000 & above @ 2% per RA 9679</i>)	100.00	100.00
12	Total amount due to guard and government $(\#8 + \#9 + \#10 + \#11)$	13,867.72	20,163.20
13	Administrative Overhead Margin for Security Agency $(\#12 \times 20\%)^{****}$ <i>Note: Bidders shall follow the standard administrative fee of not less than twenty percent (20%) of the total contract cost.</i>	2,773.54	4,032.64
14	Gross Amount due to Guard, Government and Security Agency $(\#12 + \#13)$	16,641.26	24,195.84
15	VAT of 12% based on Admin. Margin #13 (<i>per BIR Rev. Cir. Memo # 039-2007</i>) ^{*****}	332.83	483.92
16	Contract rate $(\#14 + \#15)$	16,974.09	24,679.76
	TOTAL BID QUOTATION (12 Months)	211,014.18	888,471.36

In this regard, we are pleased to inform you that the Procurement for **LOT 2- Security Services for PSA Cebu Provincial Office** as listed above is hereby awarded to your company. You are hereby required to formally submit the performance bond **within ten (10) days** from receipt of this Notice of Award. Failure to provide the performance security shall constitute a sufficient ground for the cancellation of this award.

You may submit the performance bond in any of the following forms with the corresponding amount.

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank (b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	<p style="text-align: center;">Five Percent (5%) of PhP888,471.36</p> <p style="text-align: center;">(PhP44,423.57)</p>
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	<p style="text-align: center;">Thirty Percent (30%) of PhP888,471.36</p> <p style="text-align: center;">(PhP266,541.41)</p>

For any inquiry, you may contact **Ms. Erah Mhay Quiñones, Ms. Marie Cris Lerio or Ms. Clare Coronado and Ms. Manilyn Lunday** at (032) 412-6794 or 09173140145.

Very truly yours,


ARIEL E. FLORENDO
 Regional Director

Received by:

Sarra (May) Pansacala
 (Name and Signature of the Authorized Representative)

December 28, 2023
 (Date and Time of Receipt)

*Kindly email or fax to the sender to acknowledge receipt



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