



Reference No.: 23RSS007-1134D

**NOTICE OF AWARD**  
 NOA-2023-055-PB

27 December 2023

**MS. MARIETTA R. BUCAO**  
 Owner/Operator  
**PERFECT CLEAN GENERAL SERVICES**  
 South Agora, Tabunok  
 Talisay City, Cebu

Dear Ms. Bucao:

This has reference to the recommendation of the Region VII Bids and Awards Committee per R07-BAC Resolution No. 2023-13-022-PB declaring **Perfect Clean General Services as the Single Calculated and Responsive Bidder (SCRB)** for the Procurement of 2024 Janitorial 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 **One Hundred Ninety-Eight Thousand Three Hundred Fifty-Seven Pesos and TwentyFour Centavos Only (PhP198,357.24)** for **LOT 4- Janitorial Services for PSA Siquijor Provincial Office** as stated below:

LOT 4- Janitorial Services for PSA Siquijor Provincial Office		
Item Description	Quantity	Contract Price (PhP)
	<b>One (1) Janitor</b>	<b>One Hundred NinetyEight Thousand Three Hundred Fifty-Seven Pesos and Twenty-Four Centavos Only  (PhP198,357.24)</b>
1	Applicable Daily Minimum Wage (Note: Wage Order No. VII-24 effective October 1, 2023)	420.00
2	Equivalent Monthly Rate (#1x313/12)	10,955.00
3	13th Month Pay PD 851 [(#1/313/12)/12]*	912.92
4	5 days Service Incentive Leave (#1x5/12)	175.00

5	Total Monthly Salary due to employee (#2 + #3 + #4)	12,042.92
6	Philhealth (employer's share only per Philhealth table based on #2, effective Jan. 2022)**	219.10
7	Add employer's share SSS + P10.00 as EC (per SSS table based on #2, effective Jan. 2021 per R.A. 11199)	1,055.00
8	Employer's share on HDMF Contribution (Salary bracket P5,000 & above @ 2% per RA 9679)	100.00
9	Total amount due to employee and government (#5 + #6 + #7 + #8)	13,417.02
10	Administrative Overhead Margin for Manpower Agency (#9 x 10%)***	1,341.70
11	Gross Amount due to Employee, Government and Manpower Agency (#9 + #10)	14,758.72
12	VAT of 12% based on #11 (per BIR regulations)****	1,771.05
13	Contract rate (#11 + #12)	16,529.77
	<b>TOTAL BID QUOTATION (12 Months)</b>	<b>198,357.24</b>

In this regard, we are pleased to inform you that the Procurement for **LOT 4- Janitorial Services for PSA Siquijor 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.

<b>Form of Performance Security</b>	<b>Amount of Performance Security (Not less than the Percentage of the Total Contract Price)</b>
(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.	<b>Five Percent (5%) of PhP198,357.24  (PhP9,917.86)</b>

(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.**

**Thirty Percent (30%) of  
PhP198,357.24  
  
(PhP59,507.17)**

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,

  
**ARIELLE E. FLORENDO**  
Regional Director

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Received by:

  
**LINO F. FELICITA**  
Sales and Marketing Officer

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(Name and Signature of the Authorized Representative)

**DEC 28 2023**

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(Date and Time of Receipt)

\*Kindly email or fax to the sender to acknowledge receipt