



Republic of the Philippines  
**PHILIPPINE STATISTICS AUTHORITY**  
Region 7 – Central Visayas

Reference No.: 23RSSO07-295

**NOTICE OF AWARD**

NOA-2023-010-PB

29 March 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. 2023-03-005-PB declaring **Café Security Agency, Inc. as the Single Calculated Responsive Bidder (SCRB)** for the Procurement of the 2023 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 **Six Hundred Fourteen Thousand One Hundred Twenty Pesos and Twenty-Seven Centavos Only (PhP614,120.27)** for **LOT 5- Security Services for PSA RSSO VII Regional Office** as stated below:

LOT 5- Security Services for PSA RSSO VII Regional Office			
Item Description		Quantity	Contract Price (PhP)
		Three (3) Security Guards	Six Hundred Fourteen Thousand One Hundred Twenty Pesos and Twenty-Seven Centavos Only  (PhP614,120.27)
1	Applicable Daily Minimum Wage (Note: Wage Order No. VII-23 effective June 14, 2022)		435.00
2	Equivalent Monthly Rate (#1x394.4/12)		14,297.00

3	13th Month Pay PD 851 [(#1X/365/12)/12]*		1,102.60
4	5 days Service Incentive Leave (#1x5/12)		181.25
5	Night Shift Differentials [(#1x295/12)10%/3] + [(1X1.3X58/12)10%/3] + [(#1X2X12/12)10%/3]		476.57
6	Monthly Uniform Allowance RA 5487		100.00
7	Retirement Benefit RA 7641 (#1 x 22.5/12)**		815.63
8	Total Monthly Salary due to guard (#2 + #3 + #4 + #5 + #6 + #7)		16,973.05
9	Philhealth (employer's share only per Philhealth table based on #2, effective Jan. 2022)***		264.63
10	Add employer's share SSS + P10.00 as EC (per SSS table based on #2, effective Jan 2023 per R.A. 11199)		1,245.00
11	Employer's share on HDMF Contribution (Salary bracket P5,000 & above @ 2%per RA 9679)		100.00
12	Total amount due to guard and government (#8 + #9 + #10 + #11)		18,582.68
13	Administrative Overhead Margin for Security Agency (#12 x 20%)**** Note: Bidders shall follow the standard administrative fee of not less than twenty percent (20%) of the total contract cost.		3,716.54
14	Gross Amount due to Guard, Government and Security Agency (#12+ #13)		22,299.21
15	VAT of 12% based on Admin. Margin #13 (per BIR Rev. Cir. Memo # 039-2007)*****		445.98
16	Contract rate (#14 + #15)		22,745.20
	<b>ROUND TO (P) Monthly Rate</b>		
	<b>TOTAL BID QUOTATION (9 Months)</b>		<b>614,120.27</b>

In this regard, we are pleased to inform you that the Procurement for **LOT 5- Security Services for PSA RSSO VII Regional 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>Five Percent (5%) of PhP614,120.27</b>  <b>(PhP30,706.01)</b>
(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.	
(c) Surety bond callable upon demand issued by a surety or insurance company <b>duly certified by the Insurance Commission as authorized to issue such security.</b>	<b>Thirty Percent (30%) of PhP614,120.27</b>  <b>(PhP184,236.08)</b>
<b>Note:</b> In consideration of the limited access to financial institutions, regulatory and other offices, as well as the implementation of government restrictions on transport and travel, a Performance Securing Declaration (PSD) will be accepted in lieu of a performance security to guarantee the winning bidder's faithful performance of obligations under the contract, provided that the PSD submitted will be replaced with a performance security in any of the prescribed form mentioned above prior to the processing of payment. Template of the PSD is hereto attached marked as " <b>Annex A</b> ".	

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 / (032) 254-047.

Very truly yours,

  
**ARIEL E. FLORENDO**  
Regional Director

Received by:

  
SARRI MAY P. PANSACALA

(Name and Signature of the Authorized Representative)

March 21, 2023

(Date and Time of Receipt)

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



Management  
System  
ISO 9001:2015  
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