



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

Reference No.: 23RSS007-307

NOTICE TO PROCEED

NTP-2023-006-PB

31 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 notice is hereby given to **Café Security Agency, Inc.** that the delivery of services listed below may proceed for the project "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 **Two Hundred Eleven Thousand Fourteen Pesos and Fifteen Centavos Only (PhP211,014.15)** for **LOT 1-Security Services for PSA Bohol Provincial Office.**

Note: Project Site/Place of Delivery

1. BOHOL

Ms. Jessamyn Anne C. Alcazaren
Chief Statistical Specialist
PSA Bohol Provincial Office, 3/F Galleria Luisa Bldg., Gallares St.,
Poblacion II, Tagbilaran City, Bohol
Tel. No.: (038) 501-0996
Email: bohol@psa.gov.ph

CONTACT PERSON

Kevin O. Marasigan
09777297442

LOT 1- Security Services for PSA Bohol Provincial Office				
Item Description		Quantity	Contract Price (PhP)	Delivery
		One (1) Security Guard	Two Hundred Eleven Thousand Fourteen Pesos and Fifteen Centavos Only (PhP211,014.15)	Deployment of Security Services for PSA Bohol Provincial Office is required on 1 April 2023 to 31 December 2023
1	Applicable Daily Minimum Wage (Note: Wage Order No. VII-23 effective June 14, 2022)		397.00	
2	Equivalent Monthly Rate (#1x394.4/12)		10,355.08	
3	13th Month Pay PD 851 [(#1X/365/12)/12]*		862.92	
4	5 days Service Incentive Leave (#1x5/12)		165.42	
5	Night Shift Differentials [(#1x295/12)10%/3] + [(1X1.3X58/12)10%/3] + [(#1X2X12/12)10%/3]		325.32	
6	Monthly Uniform Allowance RA 5487		100.00	
7	Retirement Benefit RA 7641 (#1 x 22.5/12)**		744.38	
8	Total Monthly Salary due to guard (#2 + #3 + #4 + #5 + #6 + #7)		12,553.12	
9	Philhealth (employer's share only per Philhealth table based on #2, effective Jan. 2022)***		207.10	
10	Add employer's share SSS + P10.00 as EC (per SSS table based on #2, effective Jan 2023 per R.A. 11199)		1,007.50	
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)		13,867.72	
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.		2,773.54	
14	Gross Amount due to Guard, Government and Security Agency (#12+ #13)		16,641.26	
15	VAT of 12% based on Admin. Margin #13 (per BIR Rev. Cir. Memo # 039-2007)*****		332.83	
16	Contract rate (#14 + #15)		16,974.09	
17	Overtime Rate		6,471.93	
ROUND TO (P) Monthly Rate			23,446.02	
TOTAL BID QUOTATION (9 Months)			211,014.15	


Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scheduled deliveries.

Please acknowledge receipt and acceptance of this notice by signing the spaces provided below.

Very truly yours,


ARIELLE FLORENDO
Regional Director

Received by:



(Name and Signature of the Authorized Representative)

March 31, 2025
(Date and Time of Receipt)

*Kindly email or fax to the sender to acknowledge receipt



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