



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

Reference No.: 23RSSO07-308

NOTICE TO PROCEED
NTP-2023-007-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 **Six Hundred Fourteen Thousand One Hundred Twenty Pesos and Twenty-Seven Centavos Only (PhP614,120.27)** for **LOT 2- Security Services for PSA Cebu Provincial Office.**

Note: Project Site/Place of Delivery

1. CEBU

Mr. Melchor B. Bautista
OIC-Chief Statistical Specialist
PSA Cebu Provincial Office, 2/F Martina Sugbo
Center, P. Burgos St., Brgy. San Roque, Cebu City
Tel. No.: (032) 412-1337/255-8573
Email: cebu@psa.gov.ph

CONTACT PERSON

Roxan M. Gelborion
09231831692

LOT 2- Security Services for PSA Cebu Provincial Office				
Item Description		Quantity	Contract Price (PhP)	Delivery
		Three (3) Security Guards	Six Hundred Fourteen Thousand One Hundred Twenty Pesos and Twenty-Seven Centavos Only (PhP614,120.27)	Deployment of Security Services for PSA Cebu 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)		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	
ROUND TO (P) Monthly Rate				
TOTAL BID QUOTATION (9 Months)			614,120.27	


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,


ARIEL E. FLORENDO
Regional Director

Received by:



(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



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ID 9108640991



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