



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

Reference No.: 23RSSO07-310

**NOTICE TO PROCEED**  
NTP-2023-009-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 **Five Hundred Forty-Eight Thousand Four Hundred Eighty-Five Pesos and Eighteen Centavos Only (PhP548,485.18)** for **LOT 4- Security Services for PSA Siquijor Provincial Office.**

**Note: Project Site/Place of Delivery**

**1. SIQUIJOR**

**Engr. Joselito C. Maghanoy**  
OIC- Supervising Statistical Specialist  
PSA Siquijor Provincial Office, 3rd Floor  
Siquijor Business and Convention Center Bldg.,  
Poblacion, Siquijor, Siquijor  
Tel. No. (032) 412-6794/256-0592  
Email: [rss007@psa.gov.ph](mailto:rss007@psa.gov.ph)

**CONTACT PERSON**

**Jhon Lloyd Dagohoy**  
09687442655

LOT 4- Security Services for PSA Siquijor Provincial Office				
Item Description		Quantity	Contract Price (PhP)	Delivery
		Three (3) Security Guards	Five Hundred Forty-Eight Thousand Four Hundred Eighty-Five Pesos and Eighteen Centavos Only  (PhP548,485.18)	Deployment of Security Services for PSA Siquijor 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)		387.00	
2	Equivalent Monthly Rate (#1x394.4/12)		12,719.40	
3	13th Month Pay PD 851 [(#1X/365/12)/12]*		980.94	
4	5 days Service Incentive Leave (#1x5/12)		161.25	
5	Night Shift Differentials [(#1x295/12)10%/3] + [(1X1.3X58/12)10%/3] + [(#1X2X12/12)10%/3]		423.98	
6	Monthly Uniform Allowance RA 5487		100.00	
7	Retirement Benefit RA 7641 (#1 x 22.5/12)**		725.63	
8	Total Monthly Salary due to guard (#2 + #3 + #4 + #5 + #6 + #7)		15,111.19	
9	Philhealth (employer's share only per Philhealth table based on #2, effective Jan. 2022)***		235.43	
10	Add employer's share SSS + P10.00 as EC (per SSS table based on 365, effective Jan 2023 per R.A. 11199)		1,150.00	
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)		16,596.62	
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.		3,319.32	
14	Gross Amount due to Guard, Government and Security Agency (#12+ #13)		19,915.95	
15	VAT of 12% based on Admin. Margin #13 (per BIR Rev. Cir. Memo # 039-2007)*****		398.32	
16	Contract rate (#14 + #15)		20,314.27	
ROUND TO (P) Monthly Rate				
TOTAL BID QUOTATION (9 Months)			548,485.18	

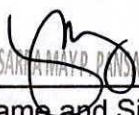
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the scheduled deliveries.

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 31, 2022  
(Date and Time of Receipt)

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



Management  
System  
ISO 9001:2015  
[www.tuv.com](http://www.tuv.com)  
ID 9108640991



Gaisano Capital South Bldg., Colon St., Cebu City  
Telephone: (032) 256-0592 \*Telefax: (032) 412-6794  
[rss007.psa.gov.ph](mailto:rss007.psa.gov.ph) \* email address: [rss007@psa.gov.ph](mailto:rss007@psa.gov.ph)