

**PROJECT : PROCUREMENT OF SECURITY SERVICES FOR CY 2022**

**BID PROPOSAL**

Days of work per week 7 days  
 No. of day/year **394.40**  
 (Note: For those who are required to work everyday including 8hrs work/day  
 Sundays or rest days, special days and regular holidays)

DAY SHIFT for SIX (6) GUARDS		
<b>AMOUNT DIRECTLY TO GUARD:</b>		
Daily Wage		<u>Monday to Sunday</u>
Ave. Pay/Month (P ____ x 394.40/12)	Monday to Sunday/Month	
13th Month Pay (P ____ x365/12/12)	Monday to Sunday/Month	
5 Days Incentive Leave Pay [(P ____ x5/12]	Monday to Sunday/Month	
Uniform allowance ( R.A. 5487)	Monday to Sunday/Month	
Overtime Pay (25% of regular day)	if there is overtime	-
<b>AMOUNT TO GOV'T. IN FAVOR OF GUARD:</b>		
SSS Premium	Monthly	
Philhealth Contribution	Monthly	
State Insurance Fund	Monthly	
Pag-ibig Fund	Monthly	-
<b>TOTAL AMOUNT TO GUARD &amp; GOV'T.</b>	<b>Monday to Sunday/Month</b>	
<b>AGENCY FEE (ADMINISTRATIVE OVERHEAD AND MARGIN)</b>	Monthly	
<b>VALUE ADDED TAX (AGENCY FEE X12% )</b>	Monthly	
<b>MINIMUM CONTRACT RATE FOR 8 HOURS</b>		-
Multiply by no. of Guards 6 GUARDS	X	6
Multiply by six (6) months	X	6
<b>BID COST FOR SIX (6) SECURITY GUARDS DAY SHIFT FOR SIX (6) MONTHS</b>		<b>0.00</b>

NIGHT SHIFT THREE (3) GUARDS		
<b>AMOUNT DIRECTLY TO GUARD:</b>		
Daily Wage		<u>Monday to Sunday</u>
Ave. Pay/Month (P ____ x 394.40/12)	Monday to Sunday/Month	
13th Month Pay (P ____ x365/12/12)	Monday to Sunday/Month	
5 Days Incentive Leave Pay [(P ____ x5/12]	Monday to Sunday/Month	
Uniform allowance ( R.A. 5487)	Monday to Sunday/Month	
Overtime Pay (25% of regular day)	if there is overtime	-
Night Differential Pay (P ____ x10%x1/3)	Monday to Sunday/Month	-
<b>AMOUNT TO GOV'T. IN FAVOR OF GUARD:</b>		
SSS Premium	Monthly	
Philhealth Contribution	Monthly	
State Insurance Fund	Monthly	
Pag-ibig Fund	Monthly	-
<b>TOTAL AMOUNT TO GUARD &amp; GOV'T.</b>	<b>Monday to Sunday/Month</b>	
<b>AGENCY FEE (ADMINISTRATIVE OVERHEAD AND MARGIN)</b>	Monthly	
<b>VALUE ADDED TAX (AGENCY FEE X12% )</b>	Monthly	
<b>MINIMUM CONTRACT RATE FOR 8 HOURS</b>		-
Multiply by no. of Guards 3 GUARDS	X	3
Multiply by six (6) months	X	6
<b>BID COST FOR THREE (3) SECURITY GUARDS NIGHT SHIFT FOR SIX (6) MONTHS</b>		<b>0.00</b>

<b>TOTAL BID COST IN FIGURES:</b>	<b>0.00</b>
<b>TOTAL BID COST IN WORDS</b>	

Submitted by:

(Signature over printed name of bidder)