





PROCUREMENT OF AGENCY SERVICES FOR THE PROVISION OF PERSONNEL FOR THE NATIONAL DEVELOPMENT COMPANY (NDC)

(PROJECT REFERENCE NO. MR25-02-026)

I. Revision of Detailed Financial Bid Form

QUERIES	CLARIFICATION/AMENDMENT					
The prospective bidder/s requested a clear	Please see the attached Annex "A" the					
and complete copy of the Detailed Financial Bid Form.	revised Detailed Financial Bid Form. These items are included in the revised form.					
No. of Personnel on the Detailed Financial Bid Form						
(o) NO. OF PERSONNEL (24)	 ✓ Revised no. of Personnel: (o) NO. OF PERSONNEL (32) 					
	✓ Schedule of the Motorized Messenger					
Gasoline Fee for the Motorized Messenger is ₱5,550.00.	Gasoline Fee for the Motorized Messenger is P5,500.00 .					
Billing of the Gasoline Fee	The gasoline consumed for the month will be included in the monthly billing.					

II. New Schedule of the Procurement Activities:

ORIGINAL	AMENDMENT
Submission and Receipt of Bids	Submission and Receipt of Bids
From: April 14, 2025, at 10:00 am (7th floor NDC clock) on the 7th floor NDC Building. Late bids will not be accepted.	To: April 22, 2025 at 10:00 am (7th floor NDC clock) on the 7th floor NDC Building. Late bids will not be accepted.
Opening of Bids and Eligibility Check	Opening of Bids and Eligibility Check
From: April 14, 2025, at 11:00 am at the ABB Hall, NDC Building.	To: April 22, 2025 at 11:00 am at the ABB Hall, NDC Building.

For further inquiries, you may coordinate with our Bids and Awards Committee Secretariat at 8840-4838 loc. 224.

This **BID BULLETIN No. 2** is issued this 10th day of April 2025 for the guidance and information of all concerned.

AGM LEOPOLDO JOHN F. ACOT Chairperson Bids and Awards Committee





Detailed Financial Bid for the Procurement of Agency Services for the Provision of Personnel for the National Development Company

Particulars	Acquired Assets: Officer V	Acquired Assets Officer IV	Accounting Specialist II	Supervising Engineer A	Financial / Account Specialist	Adminis- trative Services Officer II (HR Officer)	Human Resource Assistant A	Administrat ive Services Assistant A (Secretary III)	Administrative Services Assistant A (BAC- Secretariat)	Adminis- trative Services Officer II	Administr ative Officen II	Accounts Manage ment Assistant II	Driver - Mechanic III	Motorized Messenger
Minimum Monthly Rate	51,916,25	41,389.25	36,159.00	40,637.00	31,292.00	27,503.00	17,217.00	25,003.00	25,003.00	27,166.00	27,755.00	22,892.00	19,054.00	19,054.00
No. of Applicable Workdays/Year 261 days for Monday to Friday	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Eri	Mon-Fri	Mon⊦Fri	Mon-Fri
40 Hours of service a week No. of Hours of Daily Duty	8	8	8	8	8	8	8	8	8	8	8	8	81	8
Amount Payable to the Personnel / Month														
(a) Basic Pay														
(b) Vacation/Sick Leave Benefits	<u></u>													

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(c) 13th Month Pay				·					
(d) SUBTOTAL									
Amount Due to the Gov't. in favor of the Personnel / Month									
(e) Pag-IBIG Contribution									
(f) SSSi Contribution									
(g) PhilHealth Premium									
(h) ECC			 						
(i) SUBTOTAL									
(j) TOTAL (d) + (i)						- "			
(k) Administrative Cost (not lower than 10% per DO18-A)	:								
(I) TOTAL MONTHLY COST BEFORE VAT (k)+(j)									

(m) Add: Value Added Tax - 12%														
(n) TOTAL MONTHLY COST PER PERSONNEL (l) + (m)														
(o) OTHERS: Gasoline and maintenance cost														
(p) NO. OF PERSONNEL (32)	ī	1	1	I	1	2	1	3	1	5	1	1	12	1
		1												_
(q) TOTAL MONTHLY COST PER NO. OF PERSONNEL (0) x (n)														

TOTAL DESOS	(Dh.	
TOTAL : PESOS	. (Php)
	(AMOUNT IN WORDS)	

NOTE:

- 1. Basic Pay per position (261 days/annum)
- 2. Employee wages and benefits must be in accordance with the Philippine Labor Laws and existing social insurance issuances (SSS, Pag-IBIG, PhilHealth, etc.)