**SUPPLEMENTAL / BID BULLETIN**

***Addendum No. 1***

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| **TITLE** | : | Provision of Security Manpower Services for DSWD Field Office VII CY 2024 |
| **ITB NO.** | : | DSWD7-PB-2024-03 |
| **DATE** | : | 30 November 2023 |

Issued pursuant to Section 22.5 of the IRR of Republic Act No. 9184 to clarify and/or anent certain provision on the Bidding Documents issued for this project, considering the issues raised and clarifications made by prospective bidders during the Pre-bidding Conference held on **November 29, 2023**, and shall form an integral part thereof, viz:

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| --- | --- |
| **Subject** | **Amendment/Agreement/Clarification** |
| ***Section VI.***  ***Schedule of Requirements*** | * This supplemental/bid bulletin is issued to emphasize additional item/s and specification/s on this section specifically on the security guard gender preference of specific centers considering the nature of their resident clients.   Further, two (2) offices/stations were added, under Item No. 13-14, reflecting their respective requirements.   * All changes are reflected in this bid bulletin. |

Attached herewith are the revised ***Section VI. Schedule of Requirements****.*

This Bid Bulletin shall form part of the bidding documents.

This is for the guidance and information of all concerned. Please be guided accordingly.

***Sgd. PATRICIA R. MEGALBIO***

Chairperson, Bids and Awards Committee II

# *Revised Section VI. Schedule of Requirements*

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

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| **Item**  **No.** | **Office / Station** | **No. of**  **Guard/s** | **No. of Shift/s** | **No. of**  **Hour/s** | **Days/Time of Duty** | **Contract Duration** |
| 1. | Field Office VII Main Compound, Cebu City | 7 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  3 🡪 7 AM – 3 PM  2 🡪3 PM – 11 PM  2 🡪11 PM – 7 AM | 8 months |
| 2. | CWC/FO Extension Office Compound, Cebu City | 7 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  3 🡪 7 AM – 3 PM  2 🡪3 PM – 11 PM  2 🡪11 PM – 7 AM | 8 months |
| 3. | Area Vocational Rehabilitation Center II (AVRC II), Camomot-Franza Rd., Labangon, Cebu City | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday – Sunday  7 AM – 3PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 4. | Regional Haven for Women (RHW), Camomot-Franza Rd., Labangon, Cebu City | 3 Guards  *(All Female)* | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 5. | Home for Girls (HFG), Camomot-Franza Rd., Labangon, Cebu City | 3 Guards  *(All Female)* | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 6. | Reception and Study Center for Children (RSCC), Camomot- Franza Road, Labangon, Cebu City | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 7. | Regional Rehabilitation Center for Youth (RRCY), Candabong, Argao, Cebu | 3 Guards  *(1 Female;*  *2 Male)* | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 8. | SWAD-Bohol Office and Warehouse, Tagbilaran City, Bohol | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday – Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 9. | Bohol Additional Warehouse, Tagbilaran City, Bohol | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday – Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 10. | Regional Warehouse, Labangon, Cebu City | 4 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  1 🡪 8AM – 5PM  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 11. | Warehouse (Rented), Dumaguete City, Negros Oriental | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 12. | SWAD-Negros Office, Dumaguete City, Negros Oriental | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 13. | SWAD-Siquijor Office, Siquijor, Siquijor | 3 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  7 AM – 3 PM  3 PM – 11 PM  11 PM – 7 AM | 8 months |
| 14. | Visayas Disaster Response Center (VDRC), Mandaue City | 9 Guards | 3 | 8 hours/shift or a total of 24 hours/day | Monday - Sunday  3 🡪 7 AM – 3 PM  3 🡪3 PM – 11 PM  3 🡪11 PM – 7 AM | 8 months |
| **TOTAL NO. OF GUARD** | | **57 Guards** |  |  |  |  |

**Other Provision:**

*Posting of security guards and other requirements to each Office/Station shall commence within 7 calendar days from receipt of the Notice to Proceed.*

I hereby certify to comply and deliver the goods within the above-stated period.

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Name of Company/Bidder

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Bidder’s Signature over Printed Name

Date: \_\_\_\_\_\_\_\_\_\_\_