



PHILIPPINE HEART CENTER  
East Avenue, Quezon City

**SUPPLEMENTAL BID BULLETIN No. 063-2023**

**SUBJECT : Modification in the Technical Specification**

**PROJECT/S : Janitorial Services - ITB No. 084-23**

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To ensure that the transactions are comparatively advantageous to the interests of the PHC, the originally pre-issued bidding documents, thus, revisions/changes are hereby introduced

<b>Page No/ Item No.</b>	<b>PHC- Technical Specification</b>	<b>Clarifications/Amended "Should be read as"</b>
Page 39	Computation of Single Largest Completed Contract (SLCC).  Administrative Fee	- 50 % for the ABC for the 1 <sup>st</sup> Year  - $\geq$ 10%  - <b>Additional Requirements:</b>  <b>1. Submission of the following:</b> <b>1.1. Janitorial Plan</b> <b>1.2. Evaluation Criteria</b> <b>1.3. Deployment Schedule (please see attached)</b>

This Supplemental Bid Bulletin is hereby issued to modify the original parameters as stated therein. All other requirements previously stated on the bid documents must be complied.

Please be guided accordingly.

**Approved.** Done this 5<sup>th</sup> day of October 2023, BAC Office, PHC.

**RANULFO B. JAVELOSA, JR., MD.**

Chairman, BAC for Infrastructure, Med Supplies & Services

**PHILIPPINE HEART CENTER**  
East Avenue, Quezon City

**EVALUATION CRITERIA**  
HOUSEKEEPING SERVICES

I. TECHNICAL PARAMETERS (40%)	CONTRACTOR	REMARKS
1. Stability (50%)		
<ul style="list-style-type: none"> <li>a. Years of Experience (25%)</li> <li>b. Liquidity of the Contractor (15%)</li> <li>c. Organizational Set-Up (Bio-Data of Management Staff) (10%)</li> </ul>		
2. Resources (25%)		
<ul style="list-style-type: none"> <li>a. No. and kind of equipment &amp; supplies (10%)</li> <li>b. No. and kind of motor vehicles (5%)</li> <li>c. No. of Supervisors and Janitors with relevant TESDA Training certificates (10%)</li> </ul>		
3. Housekeeping Plan (15%)		
4. Other Factors (10%)		
<ul style="list-style-type: none"> <li>a. Recruitment &amp; Selection Criteria (5%)</li> <li>b. Training &amp; Development (5%)</li> </ul>		
<b>II. FINANCIAL COMPONENT (60%)</b>		
1. Breakdown of all costs in Bid Form (50%)		
2. Costing of Security Office required supplies & equipment (10%)		

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**NOTE:**

**I. TECHNICAL PARAMETERS (40%)**

1. Stability (50%)

a. Years of Experience (25%)

- most number of hospital experience will be ranked 1, next ranked 2, etc.

**Computation:** (highest rank rating will be used as the baseline or denominator)

$$\% \text{ Rank 1} = \frac{R1}{R1} \quad ; \quad \% \text{ Rank 2} = \frac{R2}{R1} \quad ; \quad \text{etc.}$$

b. Liquidity of the Contractor (15%)

- current assets / current liabilities

c. Organizational Set-Up (Bio-Data of Management Staff) (10%)

- to check Educational Background, Experience, Training & Development

2. Resources (25%)

a. No. and kind of equipment & supplies (10%)

- equipment and supplies deployed to on-going projects

b. No. and kind of motor vehicles (5%)

- Total vehicles registered under the proponent's name

c. No. of Supervisors and Janitors with relevant TESDA Training Certificates (10%)

- Total number of licensed guards (with proof)

3. Housekeeping Plan (15%)

- Exclusively for PHC

4. Other Factors (10%)

a. Recruitment & Selection Criteria (5%)

- HR practices

b. Training & Development (5%)

- List of Training & Development conducted in previous agencies

**II. FINANCIAL COMPONENT (60%)**

1. Breakdown of all costs in Bid Form (50%)

- computation based on ranking (same as above computation)

2. Costing of Housekeeping Office required supplies & equipment (10%)

- computation based on ranking

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**DEPLOYMENT SCHEDULE  
MEDICAL ARTS BUILDING**

NO.	Areas of Responsibilities	TIME	DAY-OFF
1	Chief Supervisor	8:00AM-5:00PM	SUNDAY
2	AM Supevisor / Supply *	6:00AM-3:00PM	SATURDAY
3	AM Supervisor / Deployment	6:00AM-3:00PM	SUNDAY
4	PM Supervisor*	1:00PM-10:00PM	SATURDAY
5	Janitress (Secretary)	8:00AM-5:00PM	SUNDAY
6	MAB Ground	6:00AM-3:00PM	SATURDAY
7	Hosp. Ground	6:00AM-3:00PM	SUNDAY
8	Driveway / Basement Parking	6:00AM-3:00PM	SUNDAY
9	Central Supply	6:00AM-3:00PM	SUNDAY
10	Linen/M&F CR Basement	6:00AM-3:00PM	SATURDAY
11	Infectious Waste*	8:00AM-5:00PM	SUNDAY
12	Bigkis Plaza*	6:00AM-3:00PM	SATURDAY
13	Nuclear Medicine / Task Force	7:00AM-4:00PM	SUNDAY
14	CAFETERIA*	6:00AM-3:00PM	MONDAY
15	CAFETERIA*	6:00AM-3:00PM	SATURDAY
16	CAFETERIA*	11:30AM-8:30PM	THURSDAY
17	CAFETERIA*	11:30AM-8:30PM	FRIDAY
18	Purchasing	6:00AM-3:00PM	SUNDAY
19	PSD/EMD/BAC Office	6:00AM-3:00PM	SUNDAY
20	Basement H.ways/Pharma/Exptl/Molecular	6:00AM-3:00PM	SATURDAY
21	Mab Lobby/Male CR	6:00AM-3:00PM	SUNDAY
22	Mab Hall/Fem. CR/Operator/PABX	6:00AM-3:00PM	SATURDAY
23	Cardiac Graphics	7:00AM-4:00PM	SUNDAY
24	DO/OER/PRO/NSO/ADMS	7:00AM-4:00PM	SUNDAY
25	HSS/DNE/MSO	7:00AM-4:00PM	SUNDAY
26	3D Ward*	6:00AM-3:00PM	WEDNESDAY
27	3D Ward*	1:00PM-10:00PM	THURSDAY
28	Petal 3E*	1:00PM-10:00PM	SATURDAY
29	Petal 3E*	7:00AM-4:00PM	MONDAY
30	Petal 3E*	6:00AM-3:00PM	WEDNESDAY
31	Petal 3F*	6:00AM-3:00PM	TUESDAY
32	Petal 3F*	7:00AM-4:00PM	THURSDAY
33	Petal 3F*	1:00PM-10:00PM	FRIDAY
34	4TH FLR MAB/M&F CR/Pharmacy/Lobby	7:00AM-4:00PM	SUNDAY
35	5TH FLR MAB/CARDIOVASCULAR EDUC AND TRAINING	8:00AM-5:00PM	SUNDAY
36	5TH FLR MAB/CARDIOVASCULAR EDUC AND TRAINING	8:00AM-5:00PM	SATURDAY
37	6TH FLR MAB/M&F CR/Med. Rec./Hallway	7:00AM-4:00PM	SUNDAY
38	7TH FLR MAB/M&F CR/Dorm./Hallway*	7:00AM-4:00PM	SUNDAY
39	8TH FLR MAB/PMRD/F CR/Rehab/Hallway	7:00AM-4:00PM	SUNDAY
40	8TH FLR MAB/CCREP/M CR/ COA	8:00AM-5:00PM	SATURDAY
41	8TH FLR MABPersonnel/Hallway/atrium 1,2/Preventive Cardio	7:00AM-4:00PM	SUNDAY
42	9TH FLR MAB/Heart 1&2/Lobby/DETR/Pheripheral Area	7:00AM-4:00PM	SUNDAY
<b>MAB ANNEX</b>			
43	Mezanine 2ND Flr./M,F Cr/OPD Hallway	7:00AM-4:00PM	SUNDAY
44	OPD/Female CR	6:00AM-3:00PM	SUNDAY
45	OPD Waiting Area/M,F CR/Task Force*	6:00AM-3:00PM	SATURDAY
46	OPD VASCULAR/DENTAL/Male CR	6:00AM-3:00PM	SUNDAY
47	Social Service/Pharma/Cashier/MALASAKIT CNTR	7:00AM-4:00PM	SUNDAY
48	Pathology*	6:00AM-3:00PM	MONDAY
49	Blood Bank*	6:00AM-3:00PM	TUESDAY
50	Mab Annex/Offices*	6:00AM-3:00PM	SUNDAY

Legend \* 30 Working Days

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East Ave., Quezon Cit  
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**DEPLOYMENT SCHEDULE  
MEDICAL ARTS BUILDING**

NO.	Areas of Responsibilities	TIME	DAY-OFF
51	Adult Male Service Ward*	1:00PM-10:00PM	THURSDAY
52	Adult Male Service Ward*	6:00AM-3:00PM	MONDAY
53	Adult Female Service Ward*	6:00AM-3:00PM	TUESDAY
54	Adult Female Service Ward*	1:00PM-10:00PM	SATURDAY
55	Children Service Ward*	6:00AM-3:00PM	WEDNESDAY
56	Children Service Ward*	1:00PM-10:00PM	FRIDAY
57	Renal*	6:00AM-3:00PM	TUESDAY
58	Renal*	1:00PM-10:00PM	WEDNESDAY
59	NSD MAB Annex 3rd F.AMSW/AFSW,CSW,OPD *	10:00PM-7:00AM	SATURDAY
60	Petal 4-E*	6:00AM-3:00PM	MONDAY
61	Petal 4-E*	7:00AM-4:00PM	TUESDAY
62	Petal 4-E*	1:00PM-10:00PM	THURSDAY
63	Petal 4-F*	7:00AM-4:00PM	SUNDAY
64	Petal 4-F*	6:00AM-3:00PM	WEDNESDAY
65	Petal 4-F*	1:00PM-10:00PM	FRIDAY
66	Petal 4-G*	6:00AM-3:00PM	TUESDAY
67	Petal 4-G*	7:00AM-4:00PM	WEDNESDAY
68	Petal 4-G*	1:00PM-10:00PM	SATURDAY
69	NSD Annex 4th Flr. 4E,4F,4G,OPD *	10:00PM-7:00AM	WEDNESDAY
<b>STAIRWAY/ELEV./GAR. COLLECTOR</b>			
70	Stairways/Elevator	6:00AM-3:00PM	SATURDAY
71	Garbage Collector*	7:00AM-4:00PM	MONDAY
72	Garbage Collector*	8:00AM-5:00PM	TUESDAY
73	Garbage Collector*	1:00PM-10:00PM	THURSDAY
74	Garbage Collector*	1:00PM-10:00PM	FRIDAY
<b>TASK FORCE</b>			
75	PM Task Force*	1:00PM-10:00PM	SATURDAY
76	AM Task Force*	6:00AM-3:00PM	SUNDAY
77	AM Task Force/Backup*	8:00AM-5:00PM	SUNDAY
78	AM Task Force	8:00AM-5:00PM	SATURDAY
79	AM Task Force/Backup*	8:00AM-5:00PM	SATURDAY
80	AM Task Force/Backup*	6:00AM-3:00PM	SATURDAY
81	PM Task Force/common areas HB*	1:00PM-10:00PM	SUNDAY
82	PM Task Force*	1:00PM-10:00PM	SATURDAY
83	PM Task Force/MAB lobby/CR	1:00PM-10:00PM	SUNDAY
<b>GARDENER</b>			
84	Indoor Gardener/Leadman *	6:00AM-3:00PM	SUNDAY
85	Bigkis Plaza	7:00AM-4:00PM	SUNDAY
86	Nursery 1/MAB driveway/westside	7:00AM-4:00PM	SUNDAY
87	MAB Driveway Garden/eastside*	6:00AM-3:00PM	FRIDAY
88	Gate 2 MAB annex/Breezeway	7:00AM-4:00PM	SATURDAY
89	Nursery 2	8:00AM-5:00PM	SATURDAY
90	5th floor Garden HB	6:00AM-3:00PM	SATURDAY
91	HB Garden 1	7:00AM-4:00PM	SUNDAY
92	Indoor	6:00AM-3:00PM	SATURDAY
93	HB Garden 2	8:00AM-5:00PM	SATURDAY
<b>ONE STOP SHOP</b>			
94	Pedia Echo/Adult Echo's Rm/CR Back up	6:00AM-3:00PM	SUNDAY
95	M CR/PWD CR/Central Reception/Back up	6:00AM-3:00PM	SUNDAY
96	F CR/Stairways/Central Reception/Back up	8:00AM-5:00PM	SUNDAY

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Legend \* 30 Working Days

**DEPLOYMENT SCHEDULE  
HOSPITAL BUILDING**

NO.	Areas of Responsibilities	TIME	DAY-OFF
1	DND	6:00AM-3:00PM	SUNDAY
2	DND	7:00PM-4:00PM	TUESDAY
3	DND	8:00AM-5:00PM	WEDNESDAY
4	DND	11:00AM-8:00PM	THURSDAY
5	DND	11:00AM-8:00PM	FRIDAY
6	ER/Satellite Lab.	6:00AM-3:00PM	MONDAY
7	ER/Satellite Lab.	7:00PM-4:00PM	TUESDAY
8	ER/Satellite Lab.	1:00AM-10:00PM	FRIDAY
9	Admitting/Lobby/Information	6:00AM-3:00PM	WEDNESDAY
10	Pulmonary/CT-Scan*	6:00AM-3:00PM	SUNDAY
11	Radiology/Ultra Sound/CT-MRI*	6:00AM-3:00PM	SUNDAY
12	CV-Lab*	6:00AM-3:00PM	SUNDAY
13	CV-Lab*	6:00AM-3:00PM	THURSDAY
14	CV-Lab	8:00AM-5:00PM	WEDNESDAY
15	CV-Lab	8:00AM-5:00PM	FRIDAY
16	CV-Lab*	8:00AM-5:00PM	SUNDAY
17	CV-Lab*	1:00PM-10:00PM	SUNDAY
18	Nigshift CV-Lab	10:00PM-7:00AM	SUNDAY
19	CV-Lab*	1:00PM-10:00PM	SUNDAY
20	SSU	7:00AM-4:00PM	SUNDAY
21	SSU	1:00PM-10:00PM	THURSDAY
22	CCU	6:00AM-3:00PM	THURSDAY
23	CCU	7:00AM-4:00PM	WEDNESDAY
24	CCU	1:00PM-10:00PM	FRIDAY
25	Peripheral 2nd floor	6:00AM-3:00PM	WEDNESDAY
26	SICU 1	6:00AM-3:00PM	WEDNESDAY
27	SICU 1	1:00PM-10:00PM	SUNDAY
28	SICU 1	7:00AM-4:00PM	FRIDAY
29	SICU 2	1:00AM-10:00PM	SATURDAY
30	SICU 2	7:00AM-4:00PM	THURSDAY
31	SICU 2	6:00PM-3:00PM	TUESDAY
32	SICU 3	6:00AM-3:00PM	MONDAY
33	SICU 3	1:00PM-10:00PM	TUESDAY
34	OR	6:00AM-3:00PM	MONDAY
35	OR	6:00AM-3:00PM	SUNDAY
36	OR	12:00NN-9:00PM	FRIDAY
37	OR	1:00PM-10:00PM	TUESDAY
38	OR	1:00PM-10:00PM	WEDNESDAY
39	OR Night Shift	10:00PM-7:00AM	THURSDAY
40	OR Night Shift	10:00PM-7:00AM	SATURDAY
41	Peripheral 3rd Floor	6:00AM-3:00PM	TUESDAY
42	3A/HICO	7:00AM-4:00PM	WEDNESDAY
43	3A/PICU 1	1:00PM-10:00PM	FRIDAY
44	3B	7:00AM-4:00PM	THURSDAY
45	3B	1:00PM-10:00PM	SATURDAY
46	3C	6:00AM-3:00PM	MONDAY
47	PICU 2	7:00AM-4:00PM	TUESDAY
48	3C/PICU 2	1:00PM-10:00PM	SATURDAY
49	APW 2	6:00AM-3:00PM	WEDNESDAY
50	APW 1	7:00AM-4:00PM	TUESDAY
51	APW 1/APW 2	1:00PM-10:00PM	FRIDAY
52	PICU 1	7:00AM-4:00PM	THURSDAY
53	4A/Peripheral/EEG Office	7:00AM-4:00PM	THURSDAY
54	4B/Peripheral	7:00AM-4:00PM	FRIDAY

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Legend \* 26 Working Days

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**DEPLOYMENT SCHEDULE  
HOSPITAL BUILDING**

NO.	Areas of Responsibilities	TIME	DAY-OFF
55	4A/4B/Peripheral	1:00PM-10:00PM	TUESDAY
56	MICU 2	6:00AM-3:00PM	TUESDAY
57	MICU 2/Peripheral	1:00PM-10:00PM	SATURDAY
58	Petal 4D/Hallway Lobby Elev.	6:00AM-3:00PM	WEDNESDAY
59	Petal 4D/	7:00AM-4:00PM	THURSDAY
60	Petal 4D	1:00PM-10:00PM	FRIDAY
61	MICU 1	6:00AM-3:00PM	MONDAY
62	MICU 1	7:00AM-4:00PM	WEDNESDAY
63	MICU 1	1:00PM-10:00PM	SATURDAY
64	Petal 5A	6:00AM-3:00PM	MONDAY
65	Petal 5A	1:00PM-10:00PM	SATURDAY
66	Petal 5B	7:00AM-4:00PM	SUNDAY
67	Petal 5B	1:00PM-10:00PM	FRIDAY
68	Petal 5C	7:00AM-4:00PM	TUESDAY
69	Petal 5C	1:00PM-10:00PM	THURSDAY
70	Old Chapel/5th Flr.Hallways*	6:00AM-3:00PM	SUNDAY
71	Hospital Stairways/Elevator*	6:00AM-3:00PM	SUNDAY
<b>NIGHT SHIFT</b>			
72	Night Shift-ER	10:00PM-7:00AM	MONDAY
73	Night Shift-ICU'S	10:00PM-7:00AM	TUESDAY
74	Night Shift-3rd floor/HB &MAB 3D,3E,3F,PICU 1	10:00PM-7:00AM	WEDNESDAY
75	Night Shift 4th floor/HB	10:00PM-7:00AM	THURSDAY
76	Night Shift-5th floor/HB/3A,3B,3C/CSS	10:00PM-7:00AM	FRIDAY

Legend \* 26 Working Days

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	DAY-OFF RELIVER	STAND-BY RELIEVER
1		1
2		2
3		3
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