

# ANNEX "F"

**ANNEX "F"**

Republic of the Philippines  
 BASES CONVERSION AND DEVELOPMENT AUTHORITY  
*Procurement of a Service Provider for the Interim Operations and Maintenance (O&M) of the New Clark City (NCC) Sports Facilities under a Twenty-Seven (27) - Month Service Contract*

**SUMMARY of OPERATION AND MAINTENANCE FEE**

<b>PART</b>	<b>DESCRIPTION</b>	<b>PAGE</b>	<b>TOTAL AMOUNT IN FIGURE (PHP)</b>	<b>TOTAL AMOUNT IN WORDS (PHP)</b>
PART I.A	Direct Labor Cost includes Basic Pay for 8 hours work per day, 5-day incentive leave pay, 13th month pay			
PART I.B	Remittances/Contributions/Employer Share to Government Institutions SSS, Philhealth, Pag-Ibig, Employees Compensation Commission			
PART II.A	Maintenance Services/Contracts			
PART II.B	Administrative Cost (supplies, materials, permits and licenses) which includes: cost for supply and delivery of equipment, tools, materials, supplies and other services such as permits and licenses			
PART II.C	Taxes and Allowances for porfit: 12% E-VAT as mandated by law; and Administrative Computed at 10% under Section 7 (b) ii of DOLE Department Order No. 174, s.2017, the service contractor is allowed a standard admin cost of not less than 10% of total contract cost			
<b>SUBTOTAL FOR PART I</b>				
<b>SUBTOTAL FOR PART II</b>				
<b>GRAND TOTAL BID PRICE (A+B)</b>				

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PART I

Part No. I - DIRECT LABOR COST AND MANDATORY REMITTANCES

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>	<i>in words</i>		
<b>PART I.A DIRECT LABOR COST</b>							
1	Facility Manager	mo.	1.00				
2	Deputy Facility Manager	mo.	1.00				
3	Registered Mechanical Engineer	mo.	1.00				
4	Registered Electronics and Communication Engineer	mo.	1.00				
5	Registered Electrical Engineer	mo.	1.00				
6	Senior Technician (Foreman)	mo.	1.00				
7	Electrician	mo.	3.00				
8	Track & Field Maintenance Personnel	mo.	4.00				
9	Pool Maintenance Personnel	mo.	1.00				
10	Painter	mo.	3.00				
11	Air Conditioning Unit Technician	mo.	3.00				
12	Plumber	mo.	4.00				
13	Welder	mo.	2.00				
14	Carpenter/Mason	mo.	2.00				
15	Landscape Gardener	mo.	4.00				
16	Audio Visual Technician	mo.	2.00				
17	Receptionist	mo.	4.00				
18	Administrative Staff	mo.	2.00				
19	Ambulance Driver	mo.	1.00				
20	Lifeguard	mo.	2.00				
21	Gym Equipment Technician	mo.	1.00				
22	Utility Supervisor	mo.	3.00				
23	Utility Personnel	mo.	58.00				
			105.00				
<b>Subtotal for Part I.A</b>							
<b>PART I.B REMITTANCES/CONTRIBUTIONS/DUE TO GOVERNMENT</b>							
1	Facility Manager	mo.	1.00				
2	Deputy Facility Manager	mo.	1.00				
3	Registered Mechanical Engineer	mo.	1.00				
4	Registered Electronics and Communication Engineer	mo.	1.00				
5	Registered Electrical Engineer	mo.	1.00				
6	Senior Technician (Foreman)	mo.	1.00				
7	Electrician	mo.	3.00				
8	Track & Field Maintenance Personnel	mo.	4.00				
9	Pool Maintenance Personnel	mo.	1.00				
10	Painter	mo.	3.00				
11	Air Conditioning Unit Technician	mo.	3.00				
12	Plumber	mo.	4.00				
13	Welder	mo.	2.00				
14	Carpenter/Mason	mo.	2.00				
15	Landscape Gardener	mo.	4.00				
16	Audio Visual Technician	mo.	2.00				
17	Receptionist	mo.	4.00				
18	Administrative Staff	mo.	2.00				

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PART I

Part No. I - DIRECT LABOR COST AND MANDATORY REMITTANCES

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>		<i>in words</i>	
19	Ambulance Driver	mo.	1.00				
20	Lifeguard	mo.	2.00				
21	Gym Equipment Technician	mo.	1.00				
22	Utility Supervisor	mo.	3.00				
23	Utility Personnel	mo.	58.00				
			105.00				
<b>Subtotal for Part I.B</b>							
<b>Total for PART I</b> <b>(to be carried to the SUMMARY of OPERATION AND MAINTENANCE FEE)</b> <b>(Part I.A + Part I.B)</b>							

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PART II

A. MAINTENANCE SERVICES/CONTRACTS

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount	
				(PHP)	(PHP)	(PHP)	(PHP)	
				<i>in figure</i>	<i>in words</i>			
<b>1</b>	<b>ATHLETICS STADIUM</b>							
1.1	Generator Maintenance	lot	1.00					
1.2	Electrical System/Panel Boards	lot	1.00					
1.3	Fire Alarm System	lot	1.00					
1.4	Electronic Systems	lot	1.00					
1.5	Elevator Maintenance	lot	1.00					
1.6	Scoreboard Operation and Maintenance	lot	1.00					
1.7	Pest and Termite Control	lot	1.00					
1.8	Garbage Fee Collection	lot	1.00					
1.9	Hazardous Waste Disposal	lot	1.00					
1.10	Security System Maintenance (CCTV& Access Control)	lot	1.00					
1.11	Sanitary and Drainage Lines	lot	1.00					
1.12	Fans Blowers	lot	1.00					
1.13	Airconditioning Units	lot	1.00					
1.14	Grass Maintenance	lot	1.00					
	<b>Warm Up Track</b>	lot	1.00					
1.15	Grass Maintenance and Landscaping	lot	1.00					
1.16	Pest and Termite Control	lot	1.00					
1.17	Garbage Fee Collection	lot	1.00					
	<b>Throwing Area Maintenance and Landscaping</b>	lot	1.00					
1.18	Grass Maintenance and Landscaping	lot	1.00					
1.19	Pest and Termite Control	lot	1.00					
1.20	Garbage Fee Collection	lot	1.00					
<b>Subtotal for Item No.1</b>								
<b>2</b>	<b>AQUATICS CENTER</b>							
2.1	Generator Maintenance @ 2 units	lot	1.00					
2.2	Electrical /Panel Board	lot	1.00					
2.3	Fire Alarm System	lot	1.00					
2.4	Electronic Systems	lot	1.00					
2.5	Elevator Maintenance @ 6 units	lot	1.00					
2.6	Scoreboard Operation and Maintenance	lot	1.00					
2.7	Pest and Termite Control	lot	1.00					
2.8	Garbage Fee Collection	lot	1.00					
2.9	Hazardous Waste Disposal	lot	1.00					
2.10	Security System Maintenance(CCTV& Access Control)	lot	1.00					
2.11	Sanitary and Drainage Lines	lot	1.00					
2.12	Fans Blowers	lot	1.00					
2.13	Airconditioning Units	lot	1.00					
2.14	Swimming Pool Maintenance	lot	1.00					
<b>Subtotal for Item No.2</b>								

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PART II

A. MAINTENANCE SERVICES/CONTRACTS

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>		<i>in words</i>	
<b>3</b>	<b>ATHLETES' VILLAGE</b>						
3.1	Generator Maintenance @ 6 units	lot	1.00				
3.2	Electrical /Panel Board	lot	1.00				
3.3	Fire Alarm System	lot	1.00				
3.4	Electronic Systems	lot	1.00				
3.5	Elevator Maintenance @ 6 units	lot	1.00				
3.6	Pest and Termite Control	lot	1.00				
3.7	Garbage Fee Collection	lot	1.00				
3.8	Hazardous Waste Disposal	lot	1.00				
3.9	Security System Maintenance(CCTV& Access Control)	lot	1.00				
3.10	Sanitary and Drainage Lines	lot	1.00				
3.11	Ventilation Fans and Blowers	lot	1.00				
3.12	Airconditioning Units (Window Type)	lot	1.00				
3.13	Swimming Pool Maintenance	lot	1.00				
<b>Subtotal for Item No.3</b>							
<b>4</b>	<b>RIVER PARKS, SITE DEVELOPMENT AND SEWERAGE TREATMENT PLANT</b>						
4.1	Electrical System	lot	1.00				
4.2	Pest and Termite Control	lot	1.00				
4.3	Landscape Equipment Rentals	lot	1.00				
4.4	Garbage Fee Collection	lot	1.00				
4.5	Sewerage Treatment Plant	lot	1.00				
<b>Subtotal for Item No.4</b>							
<b>Total for PART IIA</b>							
<b>(to be carried to the SUMMARY of OPERATION AND MAINTENANCE FEE)</b>							

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PART II

**B. ADMINISTRATIVE COST**  
 (MAINTENANCE SUPPLIES, TOOLS, EQUIPMENT, PERMITS & LICENSES)

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount	
				(PHP)	(PHP)	(PHP)	(PHP)	
				<i>in figure</i>	<i>in words</i>			
<b>1</b>	<b>ELECTRICAL</b>							
1.1	Precision Screwdriver (6 pcs/Set)	set	3.00					
1.2	Hexagon T Wrench (600v)	pieces	4.00					
1.3	Electrical Plier (600v) 10"	piece	3.00					
1.4	Electrical Plier (600v) 12"	piece	3.00					
1.5	Cutting Plier	piece	3.00					
1.6	Long Nose Plier (600v)	piece	3.00					
1.7	Skinning Knife	piece	1.00					
1.8	Hack Saw	set	3.00					
1.9	UNI T-Cable Tester	unit	1.00					
1.10	Clamp Tester	unit	2.00					
1.11	Fusion Machine	unit	1.00					
1.12	Steel Tape Measure (5m)	piece	5.00					
1.13	Infrared Thermo Gun	unit	1.00					
1.14	Tape Measure (100m)	unit	1.00					
1.15	Wall Thermometer with Stand	unit	4.00					
<b>Subtotal for Item No.1</b>								
<b>2</b>	<b>PLUMBING</b>							
2.1	Portable Hand Snake (Drain Auger)	piece	1.00					
2.2	Hand Snake (Full Drain)	piece	2.00					
2.3	PVC Cutter	piece	1.00					
2.4	Pipe Wrench 24"	piece	2.00					
2.5	Pipe Wrench 12"	piece	2.00					
2.6	Pipe Wrench 8"	piece	2.00					
2.7	Pipe Pliers	piece	2.00					
2.8	Riveter	piece	2.00					
2.9	Pruning Shear, Small	piece	4.00					
2.10	Pruning Shear, Big	piece	4.00					
2.11	Chain Block	piece	1.00					
2.12	Claw Bar	piece	1.00					
2.13	Claw Hammer	piece	2.00					
2.14	Sledge Hammer	piece	2.00					
2.15	Crow bar	piece	4.00					
2.16	Digging bar	piece	4.00					
<b>Subtotal for Item No.2</b>								
<b>3</b>	<b>MECHANICAL</b>							
3.1	Socket Wrench (10-32), 16pcs/set	set	1.00					
3.2	Open Wrench (6-32), 16pcs/set	set	1.00					
3.3	Allen Wrench Small (1.5 - 10mm), 6pcs/set	set	1.00					
3.4	Allen Wrench Flower (long)	pieces	6.00					

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**PART II**

**B. ADMINISTRATIVE COST**  
 (MAINTENANCE SUPPLIES, TOOLS, EQUIPMENT, PERMITS & LICENSES)

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>			<i>in words</i>
3.5	Allen Wrench Long	pieces	6.00				
3.6	Hand Vice Grip (10R)	pieces	1.00				
3.7	Chain or Strap Wrench	pieces	1.00				
3.8	Mechanical Plier	pieces	1.00				
3.9	Screw Driver Set (6 pcs/set)	sets	6.00				
3.10	Grease Gun	unit	2.00				
3.11	Welding Machine	set	1.00				
3.12	Oxygen and Acetylene Tank (oxy-fuel welding) with cutting outfit	set	1.00				
<b>Subtotal for Item No.3</b>							
<b>4</b>	<b>LANDSCAPING AND SITE DEVELOPMENT</b>						
4.1	Drill Bits (2 sets)	sets	4.00				
4.2	Garden Hose with Connector (200m/roll, 1/2 size)	roll	8.00				
4.3	Portable Power Spray	unit	7.00				
4.4	Manual Lawn Mower, walk behind	unit	1.00				
4.5	Grass Lawn Mower with bagger	unit	2.00				
4.6	Snipper	pieces	4.00				
4.7	Rake	pieces	2.00				
4.8	Finishing Trowel	pieces	8.00				
4.9	Trowel	pieces	8.00				
4.10	Shovel	pieces	8.00				
4.11	Chisel	pieces	4.00				
4.12	Itak/Bolo, at least wooden handle, 10 inch, one sided blade	pieces	8.00				
4.13	Aluminum Telescopic Ladder 24s	unit	3.00				
4.14	Aluminum A Ladder, 8ft	unit	3.00				
4.15	Plant trimming machine	unit	3.00				
4.16	Two-Way Radios	units	15.00				
4.17	Flexible Steel Leaf Rake	pieces	10.00				
4.18	Wheelbarrow	unit	4.00				
4.19	Grass cutter, Model: TD40 -Drive system: Auto centrifugal clutch, Spiral bevel gear -Reduction ratio: 14:19 -Rated cutter edge rotation speed (r.p.m): 5100 -Standard blades (mm): 255 -Weight (kg): 9.2 -Size (LxWxH) (cm): 166x39x26	unit	8.00				
4.20	Walk behind roller compactor	sets	1.00				
4.21	Ride on Compactor	sets	1.00				
4.22	Grass Shears (Black, long handle)	sets	5.00				
<b>Subtotal for Item No.4</b>							
<b>5.A</b>	<b>CLEANING SUPPLIES AND EQUIPMENT</b>						
5.1	Floor Polisher Machine, brand new, heavy duty, Low speed, brush pad 16", 1HP, brush speed 200rpm, motor speed 1725	units	10.00				



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**B. ADMINISTRATIVE COST**  
 (MAINTENANCE SUPPLIES, TOOLS, EQUIPMENT, PERMITS & LICENSES)

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>		<i>in words</i>	
5.2	Misting Machine, brand new, color blue, 4 liters tank cap, electrically operated	units	8.00				
5.3	Hand trolley, 300 kg caps	pieces	20.00				
5.4	Vacuum Cleaner, brand new, heavy duty, 30 liters cap, wet and dry	units	10.00				
5.5	Mop squeezer(hard plastic), 36 liters capacity, color yellow	units	20.00				
5.6	Soft Broom	pieces	70.00				
5.7	Dust Pan	pieces	70.00				
5.8	Mop Handle with Mop Head	pieces	70.00				
5.9	Janitorial Belt Bag	pieces	70.00				
5.10	Plastic Spray Gun	pieces	80.00				
5.11	Toilet Plunger	pieces	10.00				
5.12	Wet Floor Sign	pieces	20.00				
5.13	Squeegee, Stainless Steel Glass Window Squeegee with Detachable 12 Inch Blade 6.4 Inch	pieces	50.00				
5.14	Long Broom (for cobwebs)	pieces	30.00				
5.15	Broomstick	pieces	40.00				
5.16	Rubberized Rain Coats, overall	pieces	120.00				
5.17	Rain Boots	pieces	120.00				
<b>Subtotal for Item No.5A</b>							
<b>5.B</b>	<b>MONTHLY SUPPLIES</b>						
5.18	Air Freshener	gallons	20.00				
5.19	Glass Cleaner	gallons	50.00				
5.20	Toilet Bathroom Cleaner	gallons	50.00				
5.21	All Purpose Cleaner	gallons	45.00				
5.22	Powder Soap	pack	45.00				
5.23	Metal Polish (100 grams)	pieces	20.00				
5.24	Hand Soap, w/ moisturizer	gallons	40.00				
5.25	Toilet roll Paper (12pcs/pack)	pack	180.00				
5.26	Hand Paper Towel	pack	120.00				
5.27	Black Garbage Bag (small)	pack	150.00				
5.28	Black Garbage Bag (medium)	pack	140.00				
5.29	Black Garbage Bag (XXL)	pack	140.00				
5.30	Baby Oil (500 ML)	pieces	10.00				
5.31	Disinfectant solution (for misting), organic	gallons	40.00				
5.32	Rubber Gloves	pieces	100.00				
5.33	Pranela	pieces	300.00				
5.34	Furniture Polish	gallons	20.00				
5.35	CR Rags	pieces	120.00				
5.36	Face Masks	boxes	480.00				
<b>Subtotal for Item No.5B</b>							
<b>6</b>	<b>SERVICE VEHICLE</b>						
6.1	Ambulance Vehicle	unit	1.00				
<b>Subtotal for Item No.6</b>							

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**B. ADMINISTRATIVE COST**  
 (MAINTENANCE SUPPLIES, TOOLS, EQUIPMENT, PERMITS & LICENSES)

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Bid Amount	Total Bid Amount	Unit Bid Amount	Toata Bid Amount
				(PHP)	(PHP)	(PHP)	(PHP)
				<i>in figure</i>			<i>in words</i>
<b>7</b>	<b>PERMITS &amp; LICENSES</b>						
	<b>ATHLETICS STADIUM</b>						
7.1	Professional Fees/ Certifications	lot	1.00				
7.2	Generator Permit to Operate from DENR	lot	1.00				
7.3	Elevator Permit	lot	1.00				
7.4	Fire Safety & Inspection Certificate	lot	1.00				
7.5	Certificate of Annual Inspection (MEPPS)	lot	1.00				
	<b>AQUATICS CENTER</b>						
7.6	Professional Fees/Certifications	lot	1.00				
7.7	Generator Permit to Operate from DENR	lot	1.00				
7.8	Elevator Permit	lot	1.00				
7.9	Fire Safety & Inspection Certificate	lot	1.00				
7.10	Certificate of Annual Inspection (MEPPS)	lot	1.00				
	<b>ATHLETES VILLAGE</b>						
7.11	Professional Fees/ Certifications	lot	1.00				
7.12	Generator Permit to Operate from DENR	lot	1.00				
7.13	Elevator Permit	lot	1.00				
7.14	Fire Safety & Inspection Certificate	lot	1.00				
7.15	Certificate of Annual Inspection (MEPPS)	lot	1.00				
	<b>Subtotal for Item No. 7</b>						
	<b>Total for PART II.B</b> <i>(to be carried to the SUMMARY of OPERATION AND MAINTENANCE FEE)</i>						