

**PHILIPPINE GUARANTEE CORPORATION
BIDS AND AWARDS COMMITTEE**

RESOLUTION NO. 2021-101

WHEREAS, the Facilities and General Services Department (FGSD) requested the Bids and Awards Committee (BAC) for the procurement of services of three (3) janitors/utility personnel to be assigned to PHILGUARANTEE office at BDO Towers Valero through Alternative Method of Procurement - Repeat Order with an Approved Budget for the contract of **Pesos: Seven Hundred Ninety-Four Thousand Eighty-Eight and 18/100 (Php794,088.18)**, inclusive of all applicable taxes;

WHEREAS, CFA-100-2021 in the amount of **Pesos: Seven Hundred Ninety-Four Thousand Eighty-Eight and 18/100 (Php794,088.18)** was issued by the Budget Management Department for this purpose;

WHEREAS, the FGSD submitted a PPMP-Supplemental as changes in the Annual Procurement Plan (APP) for FY 2021, viz:

Procurement Program/Project	Mode of Procurement	Total Estimated Annual Budget (MOOE)
Services of three (3) Janitors/Utility	Repeat Order	Php794,088.18

WHEREAS, in order to promote economy and efficiency, alternative methods of procurement may be resorted to in accordance with Section 48.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 or the Government Procurement Reform Act;

WHEREAS, Section V.B.1 (Definition and Conditions of Repeat Order) of Annex H of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 provides that:

- 1. Definition.** Repeat Order is a method of procurement of goods from the previous winning bidder, whenever there is a need to replenish goods subject to the following conditions:
 - a) The goods were procured under a contract previously awarded through Competitive Bidding;
 - b) Unit prices must be the same as or lower than those in the original contract, provided that such prices are still the most advantageous to the government after price verification;
 - c) The repeat order will not result in splitting of contracts, requisitions, or purchase orders, as provided for in Article IV(B) of this Guidelines;
 - d) Except in cases duly approved by the GPPB, repeat orders shall be availed of only within six (6) months from the date of the NTP arising from the original contract, provided that there has been a partial delivery, inspection and acceptance of the goods within the same period;

e) Repeat orders shall not exceed twenty-five percent (25%) of the quantity of each item in the original contract. In order not to exceed the 25% threshold, the goods under the original contract must be:

WHEREAS, the FGSD after careful study and confirmation determined that procurement of services of three (3) janitorial/utility personnel through Alternative Method - Repeat Order with Omniworx is compliant with the above-mentioned conditions as follows:

- a) Procurement of Janitorial Services is awarded via Competitive Bidding;
- b) Payment for the transfer of the three (3) janitors, shall be the same as our current contract with Omniworx as shown in the table below;
- c) There is no splitting of contract;
- d) The Notice to Proceed was issued to Omniworx in February 2021; and
- e) The cost of repeat order of three (3) janitors comprises only 19% of the total quantity of the original contract with Omniworx as shown in the table below.

PARTICULARS	AMOUNT (Php)
Total Contract with Omniworx Inc. Inclusive of the following: 1. Salary of 16 Janitors 2. Cost of Janitorial supplies 3. Administrative Fee 4. Janitorial Equipment, smoke disinfecting machines and disinfectant 5. Taxes	4,235,136.98
Cost per Janitor (one year)	264,696.06
Total Cost of Repeat Order for the three janitors	794,088.18

WHEREAS, the FGSD also determined that the procurement of services of three (3) janitorial/utility personnel through Alternative Method - Repeat Order with Omniworx is more advantageous to PHILGUARANTEE instead of the current set-up which is under contract of service (COS) due to the following reasons:

- 1. Salaries shall be paid based on the rate of PHILGUARANTEE contract with Omniworx;
- 2. Cleaning materials and equipment will be shouldered by Omniworx, instead of Philguarantee;
- 3. Weekly disinfection at Cititower, using anti Covid-19 chemicals/solutions, may now be undertaken since the said activity is included in our contract with Omniworx;
- 4. Work schedule of Omniworx is from Monday to Saturday, unlike the current set-up wherein janitors working on Saturdays at Cititower is treated as overtime; and
- 5. Minimal supervision of janitors by FGSD personnel.

NOW, THEREFORE, in consideration of the foregoing circumstances, the Bids and Awards Committee (BAC), hereby **RESOLVE** to recommend the approval by the Head of Procuring Entity of the following:

- a) Annual Procurement Plan for FY 2021 – Supplemental 8
- b) The use of **Alternative Method of Procurement - Repeat Order** for the **procurement of services of three (3) janitors/utility personnel to be assigned to PHILGUARANTEE office at BDO Towers Valero** with an Approved Budget for the contract of **Pesos: Seven Hundred Ninety-Four Thousand Eighty-Eight and 18/100 (Php794,088.18)**, inclusive of all applicable taxes;
- c) The award of the contract for the **procurement of services of three (3) janitors/utility personnel to be assigned to PHILGUARANTEE office at BDO Towers Valero to Omniworx, Inc.** in the amount of **Pesos: Seven Hundred Ninety-Four Thousand Eighty-Eight and 18/100 (Php794,088.18)**, inclusive of all applicable taxes.

ADOPTED at Makati City, this 11th day of June 2021.

BIDS AND AWARDS COMMITTEE


JIMMY B. SARONA
Chairperson


IAN. A. BRIONES
Member


MELINDA M. ADRIANO
Member


RAFAEL P. DELOS SANTOS
Member


ARSENIO C. DE GUZMAN
Member

ROSEMARIE N. PRINCIPE
Provisional Member (End-user)

MARVYN ANTHONY C. GALANG
Provisional Member (Technical)

APPROVED BY:



Digitally
Signed by:
Pascual,
Alberto E.

ALBERTO E. PASCUAL
Head of the Procuring Entity