

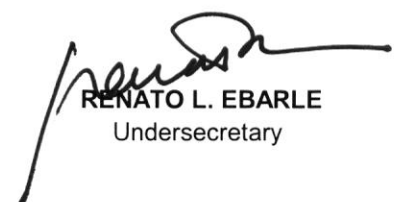
JANITORIAL DETAIL FOR THE DOLE-CENTRAL OFFICE

| Location | Area of Assignment | No. of Janitors | Schedule | |
|---|---|-----------------|-----------|-----------|
| | | | Mon-Fri | Sat |
| DOLE Bldg. | Area Supervisor | 1 | 7am – 4pm | 7am – 4pm |
| 7th Floor | Office of the Secretary (OSEC) | 2 | 7am – 4pm | 7am – 4pm |
| | - OSEC Records/Receiving Room | 1 | 7am – 4pm | 7am – 4pm |
| | - OSEC Conference Room | 1 | 7am – 4pm | 7am – 4pm |
| | Offices of Undersecretaries | | | |
| | - Employment and General Administration Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | - Regional Operations, Labor Standards and Special Concerns Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | - Legal and Overseas Operations Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | - Labor Relations, Social Protection and Policy Support Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | Offices of Assistant Secretaries | | | |
| | - Employment and General Administration Cluster (Asec. Alquiza) | 1 | 7am – 4pm | 7am – 4pm |
| - Employment and General Administration Cluster (Asec. Tutay) | 1 | 7am – 4pm | 7am – 4pm | |
| - Labor Relations, Social Protection and Policy Support Cluster | 1 | 7am – 4pm | 7am – 4pm | |
| 6th Floor | Office of Undersecretary | | | |
| | - Wages and Productivity, Legislative, Advocacy and Internal Auditing Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | Offices of Assistant Secretaries | | | |
| | - Regional Operations, Labor Standards and Special Concerns Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | - Legal and Overseas Operations Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | - Wages and Productivity, Legislative, Advocacy and Internal Auditing Cluster | 1 | 7am – 4pm | 7am – 4pm |
| | Planning Service | 1 | 7am – 4pm | 7am – 4pm |
| Legal Service | 1 | 7am – 4pm | 7am – 4pm | |
| 5th Floor | DOLE Command Center/HRDS | 1 | 7am – 4pm | 7am – 4pm |
| | Human Resource Development Service | 1 | 7am – 4pm | 7am – 4pm |
| | Information and Publication Service/Call Center | 1 | 7am – 4pm | 7am – 4pm |
| 4th Floor | Financial Management Service | 2 | 7am – 4pm | 7am – 4pm |
| | Commission on Audit | 2 | 7am – 4pm | 7am – 4pm |
| | Internal Audit Service | 1 | 7am – 4pm | 7am – 4pm |
| 3rd Floor | Bureau of Working Conditions | 2 | 7am – 4pm | 7am – 4pm |
| | International Labor Affairs Bureau | 2 | 7am – 4pm | 7am – 4pm |
| 2nd Floor | Administrative Service - OD, CD, BAC | 1 | 7am – 4pm | 7am – 4pm |
| | Administrative Service – PD, GSD | 1 | 7am – 4pm | 7am – 4pm |
| Ground Floor | Muralla-Lobby, sidewalks, stairs (1 st – 7 th floors) | 1 | 7am – 4pm | 7am – 4pm |
| | G.Luna – Lobby, sidewalks, CR, stairs (1st - 7th floors) | 1 | 7am – 4pm | 7am – 4pm |
| | Garage, Carpentry, motorpool storage rms & roving janitor | 1 | 7am – 4pm | 7am – 4pm |
| Executive Bldg./LGLC | 2nd Floor - Ople Hall, Conference Rooms | 1 | 7am – 4pm | 7am – 4pm |
| | Ground Floor – Library, Gym, PACU, Hallways | 1 | 7am – 4pm | 7am – 4pm |
| BF Condo – 6 th Floor | Bureau of Local Employment | 2 | 7am – 4pm | 7am – 4pm |
| | Bureau of Labor Relation | 2 | 7am – 4pm | 7am – 4pm |
| GE Antonino Bldg - 9th Floor | Bureau of Workers with Special Concerns | 2 | 7am – 4pm | 7am – 4pm |
| T O T A L | | 43 | | |

Submitted by:

Noted by:


LILY PEARL L. GUERRERO
 OIC-Director, Administrative Service


RENATO L. EBARLE
 Undersecretary

Date: _____

PROVISIONS FOR EQUIPMENT, SUPPLIES AND MATERIALS

1. Delivery, use and maintenance of the following for the duration of the contract
 - A. At least the following number of equipment, and replacement of the same as needed
 1. Eleven (11) units Electric Floor Polisher to be distributed as follows:
 - a. 8 units at DOLE Bldg.
 - b. 2 units at B.F. Condominium
 - c. 1 unit at G.E. Antonino Bldg.
 2. Six (6) units Wet and Dry Vacuum Cleaner to be distributed as follows:
 - a. 4 Units at DOLE Bldg.
 - b. 1 Unit at B.F. Condominium
 - c. 1 Unit at G.E. Antonino Bldg.
 3. Six (6) units Push Cart/Trolley (**heavy duty, size 2ft x 3ft**) to be distributed as follows:
 - a. 4 Units at DOLE Bldg.
 - b. 1 Unit at B.F. Condominium
 - c. 1 Unit at G.E. Antonino Bldg.
 4. Twelve (12) units Mop Squeezer to be distributed as follows:
 - a. 8 Units at DOLE Bldg.
 - b. 1 Unit at DOLE Exec. Bldg.
 - c. 2 Units at B.F. condominium
 - d. 1 Unit at G.E. Antonino Bldg.
 5. Three (3) units Rolling Garbage Receptacle (**120 liters capacity**) at DOLE Bldg.
 6. Ten (10) units extension cord (**15 meters long**) to be distributed as follows:
 - a. 6 units at DOLE Bldg.
 - b. 1 unit at DOLE Exec Bldg.
 - c. 2 units at B.F. condominium
 - d. 1 unit at G.E. Antonino Bldg.
 7. Four (4) units Aluminum Ladder, 6ft., to be distributed as follows:
 - a. 2 units at DOLE Bldg.
 - b. 1 unit at B.F. condominium
 - c. 1 unit at G.E. Antonino Bldg.
 8. Twelve (12) units Caution/Safety Guard Signs to be distributed as follows:
 - a. 8 units at DOLE Bldg.
 - b. 1 unit at DOLE Exec Bldg.
 - c. 2 units at B.F. Condominium
 - d. 1 unit at G.E. Antonino Bldg.

| | |
|-------------------------------|----------------------------|
| 11 Electric Floor Polisher: | P18,000 x 11 = P198,000.00 |
| 6 Wet and Dry Vacuum: | P 3,500 x 6 = 21,000.00 |
| 12 Mop Squeezer | P 1,200 x 12 = 14,400.00 |
| 3 Garbage Receptacle | P 5,200 x 3 = 15,600.00 |
| 10 extension cord | P 200 x 10 = 2,000.00 |
| 4 Aluminum ladder | P 1,500 x 5 = 6,000.00 |
| 12 Caution/Safety Guards Sign | P 300 x 12 = 3,600.00 |

P260,600.00