



Invitation to Bid for

PROVISION OF TEMPORARY NON-TECHNICAL MANPOWER SUPPORT SERVICES FOR CAAP AREA CENTER CLUSTER I

Bid No: 19-005-02

The Civil Aviation Authority of the Philippines (CAAP), through the Corporate Operating Budget for CY 2017, intends to apply the sum of **SEVENTY EIGHT Million FIVE HUNDRED FIFTY TWO Thousand EIGHT HUNDRED SIXTY NINE and 26/100 PESOS (PhP78,552,869.26)**, inclusive of Twelve Percent (12%) VAT, being the Approved Budget for the Contract (ABC) to payments under the **Contract for the Provision Temporary Non-Technical Manpower Support Services, including cost of janitorial supplies and materials, for CAAP Area Center Cluster I** involving a total temporary manpower service requirement for **Two Hundred Seventy Seven (277)** outsourced personnel in **23** various administrative and support positions. Bids received in excess of the ABC shall be automatically rejected at bid opening.

CAAP now invites bids for the Provision of Temporary Non-Technical Manpower Support Services for CAAP Head Office in accordance with the following Schedule.

SCHEDULE OF NON-TECHNICAL MANPOWER SUPPORT POSITION ITEMS

LAOAG AREA CENTER/AREA CLUSTER I OFFICE

ITEM NO.	POSITION TITLE	MONTHLY SALARY	COLA	NO. OF POSITION ITEMS REQUIRED	TOTAL COST***	DATE OF DELIVERY (Effectivity of Contract)
1	Accountant	25,232.00	2,523.20	1	383,896.63	June 1, 2019 - May 31, 2020
2	Accounting Analyst	20,754.00	2,075.40	1	318,552.43	June 1, 2019 - May 31, 2020
3	Accounting Assistant	16,758.00	1,675.80	7	1,821,691.94	June 1, 2019 - May 31, 2020
4	Administrative Assistant	16,758.00	1,675.80	37	9,628,943.14	June 1, 2019 - May 31, 2020
5	Airport Firefighter	14,847.00	1,484.70	48	11,153,081.91	June 1, 2019 - May 31, 2020
6	Airport Security Assistant	14,007.00	1,400.70	74	16,254,511.74	June 1, 2019 - May 31, 2020
7	Budgeting Analyst	20,754.00	2,075.40	0	-	June 1, 2019 - May 31, 2020
8	Budgeting Assistant	16,758.00	1,675.80	0	-	June 1, 2019 - May 31, 2020
9	Building Maintenance Worker	13,214.00	1,321.40	0	-	June 1, 2019 - May 31, 2020
10	Computer Specialist	16,758.00	1,675.80	0	-	June 1, 2019 - May 31, 2020
11	Data Encoder	16,758.00	1,675.80	7	1,821,691.94	June 1, 2019 - May 31, 2020
12	Driver	13,214.00	1,321.40	2	413,921.38	June 1, 2019 - May 31, 2020
13	Engineering Assistant	16,758.00	1,675.80	0	-	June 1, 2019 - May 31, 2020
14	Equipment Maintenance Service Technician (Airports/Facilities)	14,847.00	1,484.70	0	-	June 1, 2019 - May 31, 2020
15	Airport Facility Cleaner	12,466.00	1,246.60	99	19,320,965.91	June 1, 2019 - May 31, 2020
16	Human Resource Management Assistant	16,758.00	1,675.80	1	260,241.71	June 1, 2019 - May 31, 2020
17	IT Assistant	16,758.00	1,675.80	0	-	June 1, 2019 - May 31, 2020
18	Legal Officer	57,805.00	5,780.50	0	-	June 1, 2019 - May 31, 2020
19	Nurse	20,754.00	2,075.40	0	-	June 1, 2019 - May 31, 2020
20	Para Legal Assistant	25,232.00	2,523.20	0	-	June 1, 2019 - May 31, 2020
21	Personnel Officer	20,754.00	2,075.40	0	-	June 1, 2019 - May 31, 2020
22	Air Traffic Flow Management Assistant	20,754.00	2,075.40	0	-	June 1, 2019 - May 31, 2020
23	Aviation Medical Assistant	17,975.00	1,797.50	0	-	June 1, 2019 - May 31, 2020
24	Statistician	20,754.00	2,075.40	0	-	June 1, 2019 - May 31, 2020
25	Janitorial Supplies and Materials*				966,048.30	June 1, 2019 - May 31, 2020
277**					PHP 62,343,547.03	
					7,792,943.38	
					8,416,378.85	
					PHP 78,552,869.26	

* Estimated at five percent (5%) of total cost requirement for 99 AFC.

** To be assigned at

Area 1 (Baguio, Laoag, Lingayen, Rosales, Vigan, VOR Bacnotan)

Area 2 (Tuguegarao, Bagabag, Palanan, Cauayan, Basco, Ibayat)

Area 3 (Clark, Plaridel, Iba, Baler, Alabat, Jomalig, Calapan, Lubang, Mamburao, Marinduque, San Jose, Pinamalayan, Wasig, Romblon)

***Does not include costs of social insurance premiums and SIL.