



Invitation to Bid for

PROVISION OF TEMPORARY NON-TECHNICAL MANPOWER SUPPORT SERVICES FOR CAAP AREA CENTER CLUSTER IV *Bid No: 19-008-02*

The Civil Aviation Authority of the Philippines (CAAP), through the Corporate Operating Budget for CY 2017, intends to apply the sum of **TWO HUNDRED TEN Million SEVEN HUNDRED FIFTY TWO Thousand NINE HUNDRED FIFTY THREE and 84/100 PESOS (Php210,752,953.84)**, 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 IV** involving a total temporary manpower service requirement for **Seven Hundred Forty Nine (749)** 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 Area Center Cluster IV in accordance with the following Schedule.

SCHEDULE OF NON-TECHNICAL MANPOWER SUPPORT POSITION ITEMS

DAVAO AREA CENTER/AREA CLUSTER IV 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	8	2,081,933.65	June 1, 2019 - May 31, 2020
4	Administrative Assistant	16,758.00	1,675.80	125	32,530,213.30	June 1, 2019 - May 31, 2020
5	Airport Firefighter	14,847.00	1,484.70	34	7,900,099.69	June 1, 2019 - May 31, 2020
6	Airport Security Assistant	14,007.00	1,400.70	165	36,243,168.07	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	2	413,921.38	June 1, 2019 - May 31, 2020
10	Computer Specialist	16,758.00	1,675.80	1	260,241.71	June 1, 2019 - May 31, 2020
11	Data Encoder	16,758.00	1,675.80	6	1,561,450.24	June 1, 2019 - May 31, 2020
12	Driver	13,214.00	1,321.40	4	827,842.77	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	1	232,355.87	June 1, 2019 - May 31, 2020
15	Airport Facility Cleaner	12,466.00	1,246.60	379	73,966,122.02	June 1, 2019 - May 31, 2020
16	Human Resource Management Assistant	16,758.00	1,675.80	2	520,483.41	June 1, 2019 - May 31, 2020
17	IT Assistant	16,758.00	1,675.80	10	2,602,417.06	June 1, 2019 - May 31, 2020
18	Legal Officer	57,805.00	5,780.50	1	856,272.90	June 1, 2019 - May 31, 2020
19	Nurse	20,754.00	2,075.40	9	2,866,971.85	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*				3,698,306.10	June 1, 2019 - May 31, 2020
749**					PHP 167,264,249.08	
Administrative Cost (12.5%)					20,908,031.14	
Value Added Tax (12%)					22,580,673.63	
					PHP 210,752,953.84	

* Estimated at five percent (5%) of total cost requirement for 379 AFC.

** To be assigned at

Area 9 (Zamboanga, Pagadian, Cagayan De Sulu, Sanga Sanga (ARMM), Jolo (ARMM), Dipolog, Ipil, Siocon)

Area 10 (Laguindingan, Ozamis, Camiguin, Itigan,)

Area 11 (Davao, General Santos (Tambler) (SOCCSKSARGEN), Cotabato, Allah Valley Mar))