

PURCHASE REQUEST

Province of Bohol

Department: Teodoro B. Galagar District Hosp.			PR No. _____	Date: 11/05/19	
Section: Administrative			SAI No. _____	Date: _____	
			Ob.R. No. _____	Date: _____	
Item No.	Quantity	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	12 ✓	-12 months ✓	<p>General Services - Security Services from January 1, 2021 to December 31, 2021 (12 mos. Security Services)</p> <p>Requirements:</p> <p>A) Scope of Work To safeguard the hospital properties, personnel and patients, provide security escort to the hospital cashier/ alternate and among others and to monitor the peace and order of the entire hospital.</p> <p>B) Manpower (With unexpired licensed Security Guards) * 7 heads/day - 6 Ordinary Guards and 1 Supervisor Guard (total of 7 Security Guards)</p> <p>C) No. of Days Work * Six days/week</p> <p>D) Must provide the Supervisor Guard with a licensed firearm, handcuffs for all guards on duty and first aid kit belt bag.</p> <p>E) Must provide Personal Protective Equipment for each SG</p> <p>F) At least 5ft. tall w/ good physique ideal for security guard with courteous and good-tempered manner.</p> <p>G) Must have a 20/20 vision.</p> <p>H) Security Services performance shall be evaluated on scheduled basis.</p> <p>I) Each Guard must receive a reasonable daily wage or based to DOLE rate and entitled to mandatory benefits such as Philhealth, SSS, and others.</p> <p>1. Mode of Procurement: Bidding 2. The supplier must meet all the above requirements</p>	1,166,000.00 1,331,000 -	1,166,000.00 1,596,000 -
TOTAL.....				1,166,000.00	1,596,000.00
Purpose: Security Services to safeguard hospital properties, staff and clients and to maintain peace and order.					
Condition:					
Signature	Requested by:		Cash Availability:	Approved by:	
Printed Name	LINA R. CERO, MD, MPA		EUSTAQUIO A. SOCORIN	ATTY. ARTHUR C. YAP	
Designation	Chief of Hospital		Provincial Treasurer	Provincial Governor	