

**Light & Sound Museum**

Effective January 01, 2023

**Amount to Guards**

	8 hours w/ night differential		8 hours w/o night differential
New Daily Wage	P 570.00	P	570.00
Ave. Pay/Month	P 18,734.00	P	18,734.00
Night Differential Pay	624.47		
13th Month Pay	1,444.79		1,444.79
5 Days Incentive Pay	237.50		237.50
COLA	0.00		0.00
Uniform Allowance	100.00		100.00
Overtime Pay	-		-
	P 21,140.76	P	20,516.29

**Amount to Gov't. in Favor of Guards**

Retirement Benefit	P 1,068.75	P	1,068.75
SSS Premium (April 2019)	1,852.50		1,852.50
Philhealth Contribution	421.52		421.52
State Insurance Fund	30.00		30.00
Pag-ibig Fund	100.00		100.00
	P 3,472.77	P	3,472.77

**A. TOTAL AMOUNT TO GUARD & GV'T.**

P 24,613.53 P 23,989.06

**B. AGENCY FEE (Total amount x percentage 20%)**

P 4,922.71 P 4,797.81

**C. VALUE ADDED TAX (Agency fee x .12)**

P 590.72 P 575.74

**MINIMUM CONTRACT RATE (Total amount + Agency fee + Value added tax)**

P 30,126.96 P 29,362.61

4 Security Guards (6:00 AM - 2:00 PM/2:00 PM - 10:00 PM shift)

with out Night Differential Pay

29,362.61/guard		
x	4 guards	
P	117,450.44	117,450.44

2 Security Guards ( 10:00 PM - 6:00 AM shift)  
with Night Differential Pay

30,126.96/guard		
x	2 guards	
P	60,253.92	60,253.92

Total Salary of 6 Guards/month

177,704.36

Number of months/year

x 12

**Annual Salary of 6 Guards**

**2,132,452.31**

SAY

**2,132,000.00**

Prepared by:



Mary Jane S. Andres  
Tourism Coordinator A

Certified Correct:



Atty. Maria Teresa C. Alvarez  
Manager - Operations Department

**Club Intramuros Golf Course**

Effective January 1, 2023

	8 hours w/ night differential	8 hours w/o night differential	12 hours w/ night differential	12 hours w/o night differential
<b>Amount to Guards</b>				
New Daily Wage	P 570.00	P 570.00	P 570.00	P 570.00
Ave. Pay/Month	P 18,734.00	P 18,734.00	P 18,734.00	P 18,734.00
Night Differential Pay	624.47		936.7	
13th Month Pay	1,444.79	1,444.79	1,444.79	1,444.79
5 Days Incentive Pay	237.50	237.50	237.50	237.50
Uniform Allowance	100.00	100.00	100.00	100.00
Overtime Pay	-	-	11,863.84	11,863.84
	P 21,140.76	P 20,516.29	P 33,316.83	P 32,380.13
<b>Amount to Gov't. In Favor of Guards</b>				
Retirement Benefit	P 1,068.75	P 1,068.75	P 1,068.75	P 1,068.75
SSS Premium (January 2021)	1,852.50	1,852.50	1,900.00	1,900.00
SSS Mandatory Provident Fund			950.00	950.00
Philhealth Contribution	421.52	421.52	421.52	421.52
State Insurance Fund	30.00	30.00	30.00	30.00
Pag-ibig Fund	100.00	100.00	100.00	100.00
	P 3,472.77	P 3,472.77	4,470.27	4,470.27
<b>A. TOTAL AMOUNT TO GUARD &amp; GV'T.</b>	<b>P 24,613.53</b>	<b>P 23,989.06</b>	<b>37,787.10</b>	<b>36,850.40</b>
<b>B. AGENCY FEE (Total amount x percentage 20%)</b>	<b>P 4,922.71</b>	<b>P 4,797.81</b>	<b>7,557.42</b>	<b>7,370.08</b>
<b>C. VALUE ADDED TAX (Agency fee x .12)</b>	<b>P 590.72</b>	<b>P 575.74</b>	<b>906.89</b>	<b>884.41</b>
<b>MINIMUM CONTRACT RATE (Total amount + Agency fee + Value added tax)</b>	<b>P 30,126.96</b>	<b>P 29,362.61</b>	<b>46,251.41</b>	<b>45,104.89</b>
17 Security Guards (6:00 AM - 2:00 PM/2:00 PM - 10:00 PM shift)		29,362.61 /guard		
with out Night Differential Pay	x	17 guards		
	P 499,164.36	499,164.36		
8 Security Guards ( 10:00 PM - 6:00 AM shift)		30,126.96 /guard		
with Night Differential Pay	x	8 guards		
	P 241,015.69	241,015.69		
2 Security Guards (6:00 AM - 6:00 PM/ 12hours work with out Night Differential Pay		45,104.89 /guard		
	x	2 guards		
	P 90,209.78	90,209.78		
2 Security Guards (6:00 PM - 6:00 AM/ 12hours work with Night Differential Pay		46,251.41 /guard		
	x	2 guards		
	P 92,502.82	92,502.82		
Total Salary of 29 Guards/month		922,892.65		
Number of months/year		x 12		
Annual Salary of 29 Guards		11,074,711.75		
<b>SAY</b>		<b>11,075,000.00</b>		

Prepared by:

  
Jonathan B. Bon  
Recreation and Sports Dev't Officer

Certified Correct:

  
Mylene A. Magsino  
Resident Manager - Club Intramuros Golf Course



**AGENCY OPERATORS (PADPAO), INC.**  
 12-11, 18<sup>th</sup> Avenue, Brgy. San Roque, Murphy, Quezon City  
 Tel. Nos.: 8-722-4002 / 7-753-7688  
 E-mail Address: [padpao\\_inc@yahoo.com.ph](mailto:padpao_inc@yahoo.com.ph)

**Cost Distribution Per Month  
 Wage Order No. NCR-23  
 Effective January 1, 2023**

Days worked per week No. of Days/year	7 days 394.40		7 days 394.40	
	8 hours work/day		12 hours work/day	
<b>Amount to Guard</b>				
New Daily Wage	P	570.00	P	570.00
Ave. Pay/Month (DW X No. of Days per yr/12)	P	18,734.00	P	18,734.00
Night Differential Pay (Ave. Pay/mo x 10% x 1/3) (x1/2)		624.47		936.70
13th Month Pay (DW x 365 /12 /12)		1,444.79		1,444.79
5 Days Incentive Pay (DW x 5/12)		237.50		237.50
Uniform Allowance (R.A. 5487)		100.00		100.00
Overtime Pay		-		11,863.84
		21,140.76		33,316.83
<b>Amount to Gov't. in Favor of Guards</b>				
Retirement Benefit (R.A. 7641) (DW x 22.5 /12)	P	1,068.75	P	1,068.75
SSS Premium (January 2021)	*	1,852.50	*	1,900.00
SSS Mandatory Provident Fund		-		950.00
Philhealth Contribution (January 2022)	*	421.52	*	421.52
State Insurance Fund		30.00		30.00
Pag-ibig Fund		100.00		100.00
		3,472.77		4,470.27
<b>A. TOTAL AMOUNT TO GUARD &amp; GOVT.</b>		<b>24,613.53</b>		<b>37,787.10</b>
<b>B. AGENCY FEE</b>				
Administrative Overhead and Margin		5,907.56		8,935.62
<b>C. VALUE ADDED TAX (Agency fee x 12% VAT-RMC-39-2007)</b>		<b>708.91</b>		<b>1,072.28</b>
<b>MINIMUM CONTRACT RATE</b>	P	<b>31,230.00</b>	P	<b>47,795.00</b>

Overtime Computation

Overtime 7 Days		
Rate per hour (570/8)	71.25	
Regular Days (71.25 X 125% X 285 X 4)		105,093.75
Regular Holidays (71.25 X 200% X 12 X 4)		8,892.00
Sundays / Rest Days (71.25 X 168% X 52 X 4)		25,045.80
Special Days, Rest Days (71.25 X 195% X 8 X 4)		3,334.50
		142,366.05
Divided by		12
Overtime Pay (4) hours/day		11,863.84

**NOTE:**

1. In compliance to the new salary bracket coverage of SSS in accordance to Republic Act 11199 effective January 1, 2023. (SSS contribution plus Mandatory Provident Fund)
2. In compliance with PHIC Circular No. 2020-0005 effective January 1, 2023 with 4.5% PHIC Premium Rate.
3. Total 10% Night Differential Pay should be paid to night shift guards amounting to P 1,873.40  
 8 hrs at P 624.47 x 3=1,873.40  
 12 hrs at P 936.70 x 2=1,873.40

**COMMITTEE ON PADPAO RATE COMPUTATION**

*Ramon D. Bergado*  
**RAMON D. BERGADO**  
 President

*Manuel P. Espejo*  
**MANUEL P. ESPEJO**  
 Executive Vice-President

*Roger M. Federezo*  
**ROGER M. FEDEREZO**  
 Treasurer

*Susan S. Bervasio*  
**SUSAN S. BERVASIO**  
 Secretary

*Helen C. Aquino*  
**HELEN C. AQUINO**  
 Auditor

**10-18-2022**

*Ramon D. Bergado*  
**RAMON D. BERGADO**  
 PADPAO President