

**PRIVATIZATION AND MANAGEMENT OFFICE  
BIDS AND AWARDS COMMITTEE**

4<sup>th</sup> floor Conference Room, 104 Gamboa Street, Legaspi Village, Makati City

**MINUTES OF THE PRE-BID CONFERENCE:**

**PMO 05-2018: Security Services for National Capital Region (NCR) & Luzon CY 2019-2022**

December 7, 2018 at 2:00 PM

**PRESENT:**

MELINDA B. CORTEZ (MBC)	Chairperson
CESAR LUIS M. PARGAS (CLMP)	Vice Chairperson
MA. LIRIO A. ZABALA (MLAZ)	Member

**End User Representative:**

DANTE M. PANTE (DMP)	Provisional Member/End-user
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**ALSO PRESENT:**

CARLO C. TABALOC (CCT)	Member, Technical Working Group
GLORY GRACE J. ARUGAY (GGJA)	Member, Technical Working Group
EMMA ESPER C. TAGABI (EECT)	Member, Secretariat
SHAIRA MAE T. MALAPAD (SMTM)	Member, Secretariat

**Prospective Bidders:**

ROSEMARY GABATAN	Alexis Security Agency Provider Phils. Company Inc.
JOEL PEREZ	Alexis Security Agency Provider Phils. Company Inc.
JOHN CARLO CAMPOSANO	Alexis Security Agency Provider Phils. Company Inc.
DENNIS MESCALLANO	Grand Meritus Security Agency Inc.
RONALD ULANDAY	Renjamel Security Agency
ARNEL ORLINADO	Radiant Security Agency
JACINTO ELLORDE	Radiant Security Agency
JEFFREY ALFONSO	BEST Security Agency

The meeting was called to order by Chairperson MBC at 2:20 PM to discuss, clarify and explain including among others the eligibility requirements and the Technical and Financial Components for the PMO's **Procurement of Security Services for NCR / LUZON from CY 2019 to CY 2022 (PMO 05-2018)**. She also introduced the members of the BAC and acknowledged the presence of the prospective bidders, Mrs. Rosemary Gabatan, President of Alexis Security Agency Provider Phils. Company Inc., Mr. Joel Perez, Marketing Officer of Alexis Security Agency Provider Phils. Company Inc., Mr. John Carlo Camposano, Staff of Alexis Security Agency Provider Phils. Company Inc., Mr. Dennis Mescallano, Marketing Manager of Grand Meritus Agency Inc., Mr. Ronald Ulanday, Finance Officer of Renjamel Security Agency, Mr. Arnel Orlinado and Mr. Jacinto Ellorde, Supervisor of Radiant Security Agency and Mr. Jeffrey Alfonso, General Manager of BEST Security Agency .

Chairperson MBC presented and explained the Invitation to Bid (ITB) for Security Services for CY 2019-2022, Luzon/NCR Region with an Approved Budget of Ninety Nine Million Nine Hundred Seventy Seven Thousand Six Hundred Twenty and 86/100 (Php99,977,620.86). Mrs. Gabatan sought clarification as stated on the Invitation to Bid, item No.6, stating that the Pre-Bid Conference shall be open only to parties who have purchased the Bidding Documents. DMP averred that the statement

was inadvertently adopted from the last year version of bid documents. In this regard, MBC and TWG CCT clarified that based on 2016 Revised IRR of RA 9184, Section 22.3 second paragraph states that the Pre-Bid Conference is open to prospective bidders. All prospective bidders who attended the said pre-bid conference claimed to be familiar with all government procurement. MBC sought further clarifications and concerns from prospective bidders if there are any. Having no more further clarifications on the Invitation to Bid MBC proceeded with the discussion on the Bid Data Sheet (BDS).

MBC discussed clearly the contents of the Bid Data Sheet. She emphasized as stated on Section 20 Sealing and Marking of Bids, "Each Bidder shall submit 1 original and 2 copies of the first and second components of its bid. All pages of the bid proposals, other than the signature pages, shall be initialed by the Bidder's authorized signatory." Hence, original/genuine copies of the documents shall only be required for verification upon Post Qualification. Prospective bidders recommended that it is much better if it will be enclosed in one envelope to avoid losing of documents.

Mrs. Gabatan further clarified that as stated in Annex "A" or the attached format for the Statement of Ongoing Government & Private Contracts Including Contracts Awarded but not yet started, Item No. 3 of the footnote, requires submission of Certificate of Accomplishments. Item No.3 will be deleted since the contract is still ongoing. Also for Annex "B" or format for the Statement of Completed Government & Private Contracts, Item No.3 of the footnote requires submission of a Certificate of Accomplishment, should be amended to Certificate of Acceptance as other agencies/companies issued a Certificate of Acceptance instead of Certificate of Accomplishment.


Mrs. Gabatan also clarified that on Section III. Bid Data Sheet, ITB Clause 5.4: The Bidder should have completed in the Philippines, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), as single contract/s or accumulated purchase order or contracts that is/are similar to the contract to be bid, equivalent to at least fifty percent (50%) of the ABC. The statement specifically on "*or accumulated purchased order of contracts*" shall not be required since it is for the single contract only. Further, she also clarified as stated on Section III. Bid Data Sheet, ITB Clause 12.1(a)(i), she recommended to include in the submission of the Tax clearance filed thru the BIR Electronic Filing and Payment System (eFPS) as the required submission under Section 1 of Executive Order 398, s. 2005.

DMP proceeded on the discussion of the Schedule of Requirement and Technical Specifications. Prospective Bidders sought clarifications on the Wage Order as attached as Annex "F1-F6" particularly on the Wage Order Bicol Region, which the DOLE-NWPC released 1<sup>st</sup> Tranche Wage Order RBV-19 effective September 21, 2018. PMO's financial form indicated P295 as the New Daily Wage. However, Mrs. Gabatan and other bidders pointed out that it should be P310. On the other hand, Mr. Dennis Mescallano, of Grand Meritus Security Agency raised his concern on 12hrs shift which the PMO's financial form indicated that the divisor for Night Differential is 1/3 based on the formula of the DOLE. Mr. Mescallano pointed out that there should be no more divisor but instead the 10% night differential of the other 2 guards not on the night shift duties, in the case of a 3 man security post must also be paid.

In view of the foregoing observations and concerns of prospective bidders, MBC informed the prospective bidders that PMO-BAC will take note of their concerns and declared that a General Bid Bulletin will be issued and to be posted on PhilGeps and PMO's websites.

MBC reminded the prospective bidders of the schedule of the bid opening on 20 December 2018, Thursday, at 10:00 A.M. to be held at the 4th Floor, Activity Area, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City. Bids will be opened in the presence of all bidders' and its representatives who choose to attend at the address mentioned. Late bids shall not be accepted.

There being no other matters to discuss, the Pre-bid Conference for the Procurement of Security Services for NCR / LUZON from CY 2019 to CY 2022 (PMO 05-2018) was adjourned at 4:10 PM.

  
**EMMA ESPER C. TAGABI**  
*Member, Secretariat*

**WE ATTEST:**

  
**MELINDA B. CORTEZ**  
*Chairperson*

  
**CESAR LUIS M. PARGAS**  
*Vice Chairperson*

(OFFICIAL BUSINESS)  
**CONCHITA Q. SAGUN**  
*Member*

  
**MA. LIRIO A. ZABALA**  
*Member*

  
**DANTE M. PANTE**  
*Provisional Member, End-User*