



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

EXCERPTS OF THE MEETING

Description	Bids and Awards Committee Meeting
Date	08 March 2021
Time	02:14PM
Venue	Philippine Statistics Authority Central Office and via Zoom Meeting ID: 823 8870 1107

Project/Activities/Program	Pre-Bid Conference for the Procurement of Security Services
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Attendees	Bids and Awards Committee	
	Minerva Eloisa P. Esquivias	Chairperson
	Editha R. Orcilla	Vice-Chairperson
	Atty. Henedine P. Palabras	Member
	Vivian R. Ilarina	Member
	Fely V. Collado	Member
	BAC Secretariat Support Staff	
	Joseph P. Cajita	Chair
	Perseus C. Queyquep	Support Staff
	Karla Mae M. Juliano	Support Staff
	Michelle M. Silverio	Support Staff
	End-User/Technical Working Group	
	Socrates L. Ramorez	FAS
	Atty. Revelyn C. Cayetano-Abduhalim	FAS
	Flordeliza Teves	FAS
	Observers	
	Arnel Dacut	Commission on Audit (COA) Representative
	Malcolm Queyquep	PSA Internal Audit Division (IAD)
	Participating Bidders	
	Aremos Security and Investigation Agency	Roxanne Jazmin
	Commander Security Services Inc.	Fatima Laureano Itchie Jaime
	Hackett Security Agency	Francia Tolentino
	Lockheed Federal Security	Atty. Kate Rebadulla
	Mustang Security Agency Inc.	Ellery Sevandal Dennilen De Chavez
	Advance Remote Managed Security Services Inc.	Marijul Quintana
		Liza Melitante
	Others	
	Atty. Harjade Dammang	PSA Legal Service
	Atty. Mary Encarnina Gaoiran	PSA Legal Service
	JR Abrogena	PSA ONS

HIGHLIGHTS

- The Chairperson welcomed everyone in attendance and informed the bidders of the rationale as to why this activity is being conducted via Zoom platform- that is, due to the restrictions brought by the General Community Quarantine (GCQ). Nonetheless, the BAC requested for the bidders to submit the bid proposals physically at the address indicated in the PBD.
- The Secretariat informed the BAC that there were eight (8) prospective bidder/security agencies who expressed their interest to join this pre-bid conference.
- The Secretariat also acknowledged the presence of the representatives of different security agencies:
 - Aremos Security and Investigation Agency
 - Commander Security Services Inc.
 - Hackett Security Agency
 - Lockheed Federal Security
 - Mustang Security Agency Inc.
 - Advance Remote Managed Security Services Inc.
- Two (2) bidders were given the link to the Pre-Bid conference namely: Northcom Security and Investigation Agency and Arbiter Security Agency. However, they failed to log-in in the same activity.
- The Chairperson noted that any statement made at this Pre-bid Conference will not modify the terms of the bidding documents, unless such statement is specifically identified in writing as an amendment to the documents and issued as a supplemental/bid bulletin or some clarifications that may be responded through a Question and Answer.
- The Chairperson instructed the Secretariat to proceed with the highlights for this Pre-Bid Conference.
- Section I – Invitation to Bid
 - The Approved Budget for the Contract is PhP 50,000,000.00
 - The duration of the services required is from 01 April 2021 up to 31 December 2021.
 - The Secretariat presented the bidding schedule:

Submission of Bids	22 March 2021, 01:00PM
Opening of Bids	22 March 2021, 02:00 PM
- Section II – Instruction to Bidders
 - The Source of funds is the 2021 GAA.

- The bidder's SLCC should have completed a contract within the last five (5) years prior to the deadline of submission and receipt of bids.
- The bidders shall submit one (1) copy of the first and second components of its bid. The BAC requested for the bidders to submit a USB copy and extra printed copy; however, failure to comply to the said request will not be a ground for disqualification.
- Section III – Bid Data Sheet
 - ITB Clause 20. Other requirements for this bid are as follows:
 - Authenticated photocopy of Certificate of Membership/Registration from the Philippines Association of Detective and protection Agency Operators (PADPAO), Inc.
 - Authenticated copy of Valid/Regular License to Operate (LTO) issued by PNP-Security Agencies and Guards Supervision Division (PNP-SAGSD) under RA 5487, known as Private Security Agency as Amended
 - Valid NLRC and DOLE Certificate stating that there is no pending or adverse decided case in areas where the security agency has on-going or completed contracts from CY 2016 to present
 - Valid NTC License for radio transceivers and radio operator
 - Certified True Copy of Summary of Firearms and explosive office
- Section IV. General Conditions of the Contract
 - Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184
 - Pursuant on the GPPB Resolutions 09-2020, Item No. 6. Procuring Entities are allowed to accept unnotarized Bid Securing Declaration, Expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract but before payment; unnotarized Omnibus Sworn Statement subject to compliance therewith after award of contract but before payment; and Performance Securing Declaration (PSD) in lieu of a performance security to guarantee the winning bidder's faithful performance of obligations under the contract.
- Section V. Special Condition of the Contract
 - The bidders were informed that all information that complements provisions of the GCC must be incorporated and amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated in this Section.
 - Under Clause 4. The inspection and tests that will be conducted are:

- The PSA, the Head of Security Section, and the Chief of the GSD have the right to inspect the security guards in their post to determine compliance with the physical conditions required from them including, but not limited to, accessories and equipment.
- During the contract implementation, the inspection shall put emphasis to whether the Security Guard is under the influence of liquor or other intoxicating substances or prohibited drugs
- The Service Provider/Contractor shall immediately relieve and replace any security guard found to be under the influence of liquor or other intoxicating substances or prohibited drugs. Reports of security guard under the influence of liquor or other intoxicating substances or prohibited drugs shall be a ground for suspension.
- In no way that the security guard will leave or sleep during duty hours.
- Section VI. Schedule of Requirement
 - The duration of service is from 01 April 2021 to 31 December 2021
 - The bidders shall state their compliance and commitment on the aforementioned schedule.
- Section VII. Technical Specifications
 - The bidders were apprised of the importance of indicating the bidder's statement of compliance per each line item in Section VII.
- Section VIII. Checklist of Technical and Financial Documents
 - Pursuant on the GPPB Resolutions 09-2020, the bidders were informed on the efficient procurement measures during a state of calamity or other similar issuance that shall allow the use of alternate documents in lieu of the mandated requirements: or any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBD.
 - The bidders were given opportunity to raise questions:

Bidder	Queries/Clarification	Responses of the BAC-TWG
Ellery Sevandal	<p>Section VII – Technical Specifications, page 31</p> <p>On the provision re Certificate of compliance with DOLE Department Order 18-A, otherwise known as the "Rules</p>	The BAC noted on this and will issue the corresponding bid bulletin, if necessary.

	<p>Implementing Articles 106-109 of the Labor Code, as amended.”</p> <p>According to him, this was suspended already replaced by DO 174-17 as of 01 June 2017.</p>	
Fatima Laureano	<p>Section III – Bid Data Sheet</p> <p>Clause 20 – “Valid NLRC and DOLE Certificate stating that there is no pending or adverse decided case in areas where the security agency has on-going or completed contracts from CY 2016 to present”</p> <p>NLRC and DOLE certification does not indicate the period of its validity. Will the certification suffice without the stated period?</p>	<p>The BAC-TWG will check on the date of issuance. The bidder can secure the latest certification from DOLE.</p> <p>The BAC-TWG will issue the corresponding bid bulletin on this.</p>
Fatima Laureano	<p>Section VIII. Checklist of Technical and Financial Documents</p> <p>(e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.</p> <p>Will a statement suffice? Or do bidders need to submit proof of contracts?</p>	<p>The prescribed forms for the project are uploaded in the PE website.</p> <p>For statement of all ongoing contract, a statement will suffice.</p> <p>For the SLCC, bidders should have submitted proof of the contract indicated therein (i.e., certificate of acceptance, satisfactory acceptance, contracts etc.)</p>
Atty. Kate Rebadulla	<p>For the purpose of submitting Financial Bids, the bidders are required to observe DOLE Department Order 150-16 – will noncompliance to this Order</p>	<p>Yes. However, this will be determined during bid evaluation.</p>





	equate to automatic disqualification?	
Atty. Kate Rebadulla	<p>Section VII – Technical Specifications, page 31</p> <p>Does the requirements under Technical Evaluation Parameters, 4(f) need to be submitted during opening of bids or required during post-qualification?</p>	<p>The requirements under Technical Evaluation Parameters, 4(f) are required to be submitted during opening of bids</p>
Atty. Kate Rebadulla	<p>Section VII. Technical Specification pg. 26</p> <p>On Accessories and Equipment used by SGs, one of the requirements was a bomb sniffing canine unit certified by PNP-SOSIA, with licensed handler, as need arises.</p> <p>Will this be charged on the account of PSA or free of charge?</p>	<p>This will be provided by the winning bidder for free as part of the bid offer.</p>
Atty. Kate Rebadulla	<p>Section VII – Technical Specifications, page 31</p> <p>Do the requirements under Technical Evaluation Parameters, 4(d), as this will be voluminous documents, need to be submitted during opening of bids or required during post-qualification?</p>	<p>The BAC will issue the corresponding bid bulletin.</p>
Francia Tolentino	<p>Section VII. technical Specification</p> <p>Does the requirements under Technical Evaluation Parameters 4(c) -</p> <p><i>“Proof of paid remittances to the following government agencies: SSS, PhilHealth and Pag-ibig in the form of a certification issued by the said agencies, is there a need for a clearance, it is possible only the proof remittance</i></p>	<p>The BAC noted this and will issue the necessary bid bulletin.</p>

	<p><i>in case it not yet obtained clearance."</i></p> <p>Can the bidder/s submit only the proof of remittance without the certification considering the Covid restriction?</p>	
Marijul Quintana	The bidder asked for the format for the financial components (i.e., financial bid form and price schedule)	The prescribed forms are posted in the PE website.
Atty. Kate Rebadulla	<p>Section VII – Technical Specifications</p> <p>On Security Plan "3. Security Plan during the opening of bids • Bidders must submit a security plan tailored fit for the PSA addressing concerns given under III of this Section"</p> <p>Is a site visit required? If so, when?</p>	The BAC informed the bidders that the site visit provision is indicated in the PBD – that is, on 09 March 2021
Roxanne Jazmin	Regarding to the administrative fees, it is possible below 20% or retained	It will depend on the proposal of the bidder and will include in the bid offer.
Fatima Laureano	In addition to the clarification of Atty. Rebadulla regarding the Agency fees as prescribe in DOLE DO 150-16, if a bidder provided a bid with an agency fees below 20%, will this be a ground for automatic disqualification?	The provisions regarding DOLE compliances are retained unless there will be a corresponding amendment. Such will be issued through a bid bulletin
Atty. Rebadulla	In addition to the clarification of Ms. Laureano, there were no statement in the bidding documents regarding agency fees. DOLE Dept. Order 150-16 requires agency to allot a 20% minimum agency fee to its personnel. Is non-observance of this Order equivalent to disqualification?	The BAC will include that in the bid bulletin and will also clarify with DOLE.
Marijul Quintana	Clarification on the coverage for this procurement	April to December 2021



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Marijul Quintana	Regarding PADPAO membership requirement, Is there a document we can submit in lieu of this?	The BAC will check on that and issue a corresponding bid bulletin.
<ul style="list-style-type: none">○ The bidder mentioned that they will send a formal letter for their list of additional queries/clarification.○ The Secretariat explained Section VIII. Checklist of Technical and Financial Documents for the bidder to understand the documents to be submitted.○ When asked until when will the BAC accept request for clarifications on this procurement, the Secretariat informed the bidders have ten (10) calendar days before the opening of bids, to raise their concerns/queries and seven (7) calendar days for the BAC-TWG to respond through supplemental bid bulletin.○ The BAC expressed appreciation to the bidders who participated in the bidding.○ Having no other question, discussion and clarifications made, the meeting is adjourned.		

Prepared by:	Reviewed by:
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