



Minutes of Pre- Bid Conference
Re-bidding of Lot 2: Security Services for PCSO (NCL) Branch Offices; and,
Re-bidding of Lot 3: Security Services for STBR Branch Offices

Date: March 08, 2019 **Time:** 1:30 PM **Place:** BAC Room (3/F Conservatory Bldg., Mandaluyong City)

Attendees:

Present:		Absent: DM Jose Bernardo Gochoco, Jr. Ms. Marileth S. Rodriguez Mr. Francis Albert Enriquez Mr. Roderick A. Ydel Mr. Winston Malapitan Mr. Manuel Fragonal Ms. Ma. Catherine Reyes
BAC Members AGM Lauro A. Patiag Atty. Marissa O. Medrano Atty. John Derek N. Porciuncula DM Alegria Asuit	Secretariat Ms. Marifi Baladad Ms. Jennie R. Nabong Ms. Ava Catherine T. Ordillano Ms. Jennifer A. Ilao	
Provisional Member Mr. Melvin Sangalang	Support Group: Ms. Erika Laine Ong Ms. Joana Marie Perez Ms. Daisy Barrios	
Permanent TWG: Atty. Salvador Justino Occiano Ms. Ana Liza Manlapaz	Observers: Mr. Ryan Avelino- IAS Mr. Salvador Delda- COA	
Technical Working Group Mr. Arnold Oiga	Others: Mr. Ralph Rigor Forges- Commander Security Services Mr. Marcos F. Lumabi – King Eleazar Security and Investigation Agency Mr. Dennis Mescalado – Grand Meritus Security Agency, Inc. Ms. Francia D. Tolentino – Hackett Security Agency	

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Item No.	AGENDA ITEM	HIGHLIGHTS/ ISSUES/ CONCERNS	AGREED ACTION	RESPONSIBLE PERSON/S	TIMELINE	
					Time Start	Time End
1.	<p>Pre-Bid Conference for:</p> <p>1. Re-bidding of Lot 2: Security Services for PCSO (NCL) Branch Offices; ABC: Php 10,037,032.80</p> <p>and,</p> <p>2. Re-bidding of Lot 3: Security Services for STBR Branch Offices ABC: Php 9,110,706.72</p>	<p>The Chairperson acknowledged the presence of the Members of the Committee, the Secretariat, the Technical Working Group (TWG), Representative from the Internal Audit Services and the representatives of prospective bidders.</p> <p>He also inquired if notices to different observers were duly sent and acknowledged to which the Secretariat responded in the affirmative. Thereafter, copies of the Notices were presented to the Committee.</p> <p>The Chairperson emphasized that the purpose of the Pre-Bid Conference is to discuss and clarify the bidding requirements for the procurement particularly the Eligibility, Technical and Financial Components and to allow the prospective bidders to ask clarificatory questions.</p> <p>Ms. Jennie R. Nabong explained to the prospective bidders the pertinent information of the procurement as</p>			1:30	3:05

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		<p>contained in the bidding documents such as the following:</p> <ol style="list-style-type: none"> 1. ABC of the Procurement in the amount of: (Lot 2: NCL Branch Offices) - Php 10,037,032.80 and (Lot 3: STBR Branch Offices) Php 9,110,706.72 ; 2. Technical Specifications of the procurement; and, 3. Demonstration of sealing and marking of envelopes. <p>Ms. Joana Marie Perez demonstrated how to properly compile the envelopes as well as the sealing and signing of envelopes.</p> <p>The Committee conducted the sealing of the bid boxes.</p> <p>To officially open the acceptance of the bids for the project, the bid boxes were locked/sealed and the keys were enclosed in an envelope duly signed and sealed by the Committee members along with the IAS Representative, Mr. Ryan Avelino.</p>				

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2	Other matters raised by the end- user and the TWG.	<p>The prospective bidders raised the following issues and concerns related to the required attachments and the Technical Specifications:</p> <ol style="list-style-type: none"> 1. A representative from Hackett Security Agency, Ms. Francia D. Tolentino asked if their bid can be considered, even in the absence of clearances and/or pending application of clearance certificates from SSS, PhilHealth and PagIbig? 2. Mr. Dennis Mescalado of Grand Meritus Security Agency Inc. likewise raised the same query regarding the pending issuance of clearances for reason of delinquency case of previous Security Agency of the Security Guard? 3. Mr. Mescalado also asked whether an office detachment in the area can be considered, because for them it was not deemed necessary to put up a satellite office in their area 	<p>Answer: The BAC to discuss the query further with the TWG and to look for a solution in order to address the issue.</p> <p>Answer: The BAC answered that PCSO will look into the actual office of the agency in the area during Post-Qualification. The End-user has valid reason in requiring the same in the Terms of Reference.</p>			

Handwritten signature and initials in blue ink.

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		<p>considering the cost of operations involved, but he also explained that they have operations manager for the area who oversees their operation in a particular area ?</p> <p>4. Mr. Ryan Rigor Forges of Commander Security Services, Inc. clarified if there are no attachments required in the List of On- Going Contracts?</p> <p>5. Mr. Mescalado also asked if the latest wage order will be implemented? And if so, will it not exceed the approved ABC?</p> <p>At the end of the Pre-Bid Conference, the prospective bidders were given forms for their queries/questions and clarifications.</p> <p>Prospective bidders were informed that submission of questions may also</p>	<p>The Chairperson shared that the procurement of Security Services consists of five (5) lots and three (3) of which have been successful using the same approved Terms of Reference.</p> <p>Answer: None. The BAC informed the bidders that they just need to fill-out the form and that all documents declared shall be submitted, validated and evaluated during the conduct of Post Qualification.</p> <p>Answer: The BAC answered that the DOLE latest wage order will prevail and shall be implemented by the winning bidder and the reimbursement of wage adjustments shall be made by PCSO after the award.</p> <p>The Committee will accept additional written queries within ten (10) calendar days before Bid Opening.</p> <p>Issuance of Supplemental Bid Bulletin, if necessary shall be made not later</p>			

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		be emailed to the official BAC email address (<i>bac@pcso.gov.ph</i>).	than seven (7) calendar days before the scheduled bid opening on March 20, 2019 for the two (2) Lots.			

Pre-Bid Conference for the project was adjourned at 3:05 pm

Prepared by:


DAISY G. BARRIOS

Attested by:


MARIFI C. BALADAD
BAC Secretariat

Approved:


LAURO A. PATIAG
Chairperson


ALEGRIA A. ASUIT
Member


JOHN DEREK N. PORCIUNCULA
Member


MARISSA O. MEDRANO
Vice-Chairperson

on official business
JOSE BERNARDO GOCHOCO, JR.
Member

on official business
MANUEL N. FRAGINAL, Sr.
Provisional Member


MELVIN SANGALANG
Technical Expert