

BIDS AND AWARDS COMMITTEE

BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg.,
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PRE-BID CONFERENCE

PROCUREMENT OF SECURITY SERVICES FOR CHED FOR TWELVE (12) MONTHS

AFMS Conference Room,
G/F, HEDC Bldg., C.P. Garcia Avenue,
Diliman, Quezon City
June 21, 2017; 10:00 A.M.

PRESENT	ATTENDANCE	DESIGNATION/OFFICE
BAC		
DIR. NAPOLEON B. IMPERIAL		- Chair/ Presiding Officer
ATTY. CARMELITA Y. SISON		- Member
DR. LEONIDA S. CALAGUI		- Member
ATTY. SEPTON B. DELA CRUZ		- Member
TWG-OGS		
MS. APOLONIA R. VIVO		- Head
MS. EVA M. PASIGPASIGAN		- Member
MS. MYRA PAZ B. MANALO		- Member
SECRETARIAT		
MR. ARTEMIO S. CAPELLAN, JR.		-Member
MS. BEATRIZ D. PASCUAL		-Member
MS. YVET R. MADLANGSAKAY		-Member
COA OBSERVER		
MS. MELANIE JULIE SALAZAR		-Representative
END-USER		
ENGR. JUAN F. PURIRAN		-GSD
MR. NELSON E. ESPINA		-GSD
BIDDER		
MR. ARNEL MANUEL		- STAR SPECIAL CORPORATE
MS. DELIA ROCAS		- STAR SPECIAL CORPORATE
MR. ROMEO RIVAL		- STAR SPECIAL CORPORATE
MR. JERALD B. TABUZO		- NORTHERN STAR SECURITY
MR. RITCHIE R. GONZALES		- CIRCA SECURITY & INVST. INC.
MS. WINNIE R. MONARES		- CIRCA SECURITY & INVST. INC
MR. EFREN A. GASPAR		- CIRCA SECURITY & INVST. INC
MR. GIOVANNI ROSALES		- RISING SUN SECURITY
NOT PRESENT		
DIR. LUISA S. VALENCIA		- Vice-Chair, BAC (on official business)
MS. NENA B. ASINGJO		-Member, TWG-OGS (on official business)
MR. GREGORIO ATIENZA		- Member, TWG-OGS (on official business)



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MS. EVELYN V. MOJICA -
MS. ROSALIE BUSCAR
COMM. MINELLA C. ALARCON

-Consultant (on official business)
-Head, BAC Secretariat (on official business)
-Observer (on official travel)

I. CALL TO ORDER

There being a quorum, the pre-bid conference was called to order at 11:20 AM with Deputy Executive Director, Napoleon B. Imperial, BAC Chair, presiding.

II. INTRODUCTION OF BIDDERS/REPRESENTATIVES/ BAC/TWG-OGS/OBSERVER

Mr. Art S. Capellan, Jr., Member-BAC Secretariat, presented the representatives of the bidders who chose to attend the meeting. He introduced the BAC members, TWG-OGS members, BAC Secretariat, end-users and COA representative who were present during the said meeting.

III. OVERVIEW OF THE PROJECT AND PRESENTATION ON THE TERMS OF REFERENCE AND TECHNICAL COMPONENTS OF THE BID

BAC Secretariat member, Mr. Art S. Capellan, Jr., upon the instruction of Dir. Imperial, presiding officer, presented the overview of the project. He gave emphasis on the salient and important features of the TOR and technical specifications of the bidding documents on the Procurement of Security Services for CHED for Twelve (12) Months with an Approved Budget of the Contract (ABC) amounting to Php8,027,936.47.

IV. PRESENTATION ON THE TERMS OF REFERENCE AND TECHNICAL COMPONENTS OF THE BID

Mr. Gueta presented also the Terms of Reference and the Technical components of the bid and other requirements stated in the bidding documents.

V. COMMENTS/REACTIONS FROM THE PROSPECTIVE BIDDERS/BAC MEMBERS/TWG-OGS MEMBERS/END-USER

The BAC informed the prospective bidders that the Schedule for the Submission and Opening of Technical and Financial Bids shall be on July 3, 2017 as stated in the bidding documents. The deadline for the submission of the bid is 9:00 AM and the opening of the Technical and Financial Bids is at 10:00 AM.

VII. QUESTIONS AND ANSWERS

Particulars	Amendments / Clarification	Reference
Section VII of the Bidding Documents	The basis for the computation of the rate of the security guard that will be assigned to CHEDRO XII (Koronadal, South Cotabato) for 12-hour shift Clarification: The basis for the computation of the rate of security guard in CHEDRO XII is Wage Order NCR-20	Page 72 Technical Specifications
Section VII of the Bidding Documents	The rate of the Escort of the Chair provided with hazard pay. Clarification: No hazard pay is provided for the security guards including the escort of the Chair	Page 72 Technical Specifications



Section VII of the Bidding Documents	The charging of the payment for overtime and extended holidays. Clarification: The agency should submit a separate billing for overtime and extended holiday payment. Actual services rendered for overtime and extended holidays shall be charged against CHED account.	Page 73 Technical Specifications To be issued in Bid Bulletin No. 1
Section VII of the Bidding Documents	Guide in the computation of the financial proposal Clarification: A template will be provided to all bidders to guide them in the computation of their bids	Page 73 Technical Specifications To be included in Bid Bulletin No. 1

VIII. ADJOURNMENT

There being no other matter to discuss, the Pre-Bid Conference was adjourned at 12:20 P.M.


PREPARED BY:


ARTEMIO S. CAPELLAN, JR.
 Member, BAC Secretariat

APPROVED BY:


DIR. NAPOLEON B. IMPERIAL
 Chair/Presiding Officer


ATTY. CARMELITA Y. SISON
 Member


DR. LEONIDA S. CALAGUI
 Member


ATTY. SEPTON A. DE LA CRUZ
 Member