

BIDS AND AWARDS COMMITTEE

BAC Secretariat Office: G/F Higher Education Development Center (HEDC) Bldg.,
CP Garcia Avenue, UP Diliman, Quezon City
Website: <http://www.ched.gov.ph> email: chedbac@ched.gov.ph

PRE-BID CONFERENCE

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

BAC Room,
2ND Floor, HEDC Bldg., C.P. Garcia Avenue,
Diliman, Quezon City
August 4, 2017; 10:00 A.M.

MINUTES OF THE MEETING

PRESENT	ATTENDANCE	DESIGNATION/OFFICE
BAC		
DIR. LUISA S. VALENCIA		- Vice-Chair/ Presiding Officer
DR. LEONIDA S. CALAGUI		- Member
ATTY. SEPTON A. DELA CRUZ		- Member
TWG-OGS		
MS. APOLONIA R. VIVO		- Head
MS. EVA M. PASIGPASIGAN		- Member
MS. MYRA PAZ B. MANALO		- Member
SECRETARIAT		
MS. ROSALIE C. BUSCAR		- Head
MR. ARTEMIO S. CAPELLAN, JR.		- Member
MS. BEATRIZ D. PASCUAL		- Member
MS. YVET R. MADLANGSAKAY		- Member
END-USER		
ENGR. JUAN F. PURIRAN		- Head, GSD
MR. NELSON E. ESPINA		- SAO, GSD
BIDDER/REPRESENTATIVE		
MR. ARNEL MANUEL		- STAR SPECIAL CORPORATE
MS. DELIA ROCAS		- STAR SPECIAL CORPORATE
MS. ROBELYN GARCIA		- LIFEGUARD ARCHANGELS SCTY.
MS. APRIL LUBIANO		- LIFEGUARD ARCHANGELS SCTY.
MR. RAUL DELOS SANTOS		- FRANZEN SECURITRY & INVST. AGENCY
ME. HERCULANO BOMBITA		- FRANZEN SECURITRY & INVST. AGENCY
MR. ERICK TOLENTINO		- DBPSC SECURITY SERVICE

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NOT PRESENT

EXEC. DIR. KAROL MARK R. YEE
ATTY. CARMELITA Y. SISON
MS. NENA B. ASINGJO
MR. GREGORIO ATIENZA
MS. EVELYN V. MOJICA
COMM. MINELLA C. ALARCON

- Chairperson, BAC (on official business)
- Member, BAC (on official travel)
- Member, TWG-OGS (on official business)
- Member, TWG-OGS (on official business)
- Consultant (on official business)
- Observer (on official travel)

I. CALL TO ORDER

There being a quorum, the pre-bid conference was called to order at 10:40 AM with Dir. Luisa S. Valencia, BAC Vice-Chair, presiding.

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

Ms. Rosalie C. Buscar, Head - BAC Secretariat, presented the representatives of the bidders who chose to attend the meeting. He introduced the BAC members, TWG-OGS members, BAC Secretariat, and end-users who were present during the said meeting.

III. OVERVIEW OF THE PROJECT

Ms. Apolonia R. Vivo, Head, TWG-OGS, upon the instruction of Dir. Valencia, Presiding Officer, presented the overview of the project. She gave emphasis on the salient and important features of the bidding documents on the Procurement of Security Services for CHED for Twelve (12) Months (Negotiated Procurement) with an Approved Budget of the Contract (ABC) amounting to Php8,027,940.12

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

Ms. Vivo 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 August 16, 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.

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VII QUESTIONS AND ANSWERS

Particulars	Amendments / Clarification	Reference
Section VII of the Bidding Documents	<p>Additional Requirements:</p> <p>ii. Latest Accreditation from PNP-Security Agencies and Guards Supervision Division (PNP-SAGSD);</p> <p>viii. Authenticated photocopy of Valid License to Operate (LTO) issued by PNP-Security Agencies and Guards Supervision Division (PNP-SAGSD).</p>	Page 70 and 71, Technical Specifications
	<p>Clarification/s: Both requirements are one and the same.</p>	
Section VII of the Bidding Documents	<p>Additional Requirements:</p> <p>ix. SSS, PHILHEALTH and PAG-IBIG certification of no delinquency of monthly premium payments for both the employer and employees of the security agency concerned supported by updated remittance list. The certification must be secured where the principal place of business of the prospective bidder is located.</p>	Page 71, Technical Specifications
Section VII of the Bidding Documents	<p>For Inclusion:</p> <p>x. SSS, PHILHEALTH and PAG-IBIG certification or clearance of no delinquency of monthly premium payments for both the employer and employees of the security agency concerned supported by updated remittance list. The certification must be secured where the principal place of business of the prospective bidder is located.</p> <p>Clarification/s:</p> <p>1. Certification or clearance of no delinquency for each agency as of December 31, 2016;</p> <p>2. For updated remittance list as of June 30, 2017.</p>	Page 71, Technical Specifications
Section VII of the Bidding Documents	<p>Additional Requirements:</p> <p>ii. Must have owned or partnered Security Training Provider duly accredited by the PNP following standard training procedures and durations.</p> <p>Clarification:</p> <p>Certification from the training provider that they are regularly sending security guards for one (1) year, or MOA from partnered training agency.</p>	Page 71, Technical Specifications

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Invitation to Bid of the Bidding Documents	<p>Bid opening shall be on 10:00 AM of August 16, 2017 at the BAC Room, Ground Floor HEDC Building, C.P. Garcia Ave., UP Diliman, Quezon City.</p> <p>Changed to:</p> <p>Bid Opening shall be on 10:00 AM of August 16, 2017 at the BAC Room, 2nd Floor, HEDC Building, C.P. Garcia Avenue, UP Diliman, Quezon City.</p>	Page 6, Invitation to Bid

VIII. ADJOURNMENT

There being no other matter to discuss, the Pre-Bid Conference was adjourned at 12:00 NN.

PREPARED BY:


ARTEMIO S. CAPELLAN, JR.
 Member, BAC Secretariat

APPROVED BY:


DIR. LUISA S. VALENCIA
 Vice- Chair/Presiding Officer

REVIEWED BY:


ROSALIE BUSCAR
 Head, BAC Secretariat


DR. LEONIDA S. CALAGUI
 Member


ATTY. SEPTON A. DE LA CRUZ
 Member