

PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Teleconference

“Provision of Human Resource Services for the Philippine Competition Commission for C.Y. 2022”

Date: 29 October 2021; 2:30 PM

PCC Meeting Room 3, 25/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

BAC Members

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| 1. Chairperson | Dir. Jeson Q. de la Torre |
| 2. Vice Chairperson | Atty. Juan Antonio E. Arcilla |
| 3. Regular Member | Tristan A. Canare |
| 4. Regular Member | Allan Roy D. Mordeno |
| 5. Provisional Member | Antonia Lynnely Bautista |

BAC Secretariat

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|-----------------|-----------------------------|
| 1. Head | Ma. Celeste S. Dizon |
| 2. Asst. Member | Mark Jayson R. Fajutnao |
| 3. Member | Teejay Yoshiumi J. Sakuma |
| 4. Member | Nicky Jonna P. Pitallano |
| 5. Member | Anna Dominique M. Francisco |
| 6. Member | Meonel B. Nuñez |
| 7. Member | Bill A. Geslani |
| 8. Member | Ralph Riel N. Garcia |
| 9. Member | Raven Rein R. Villanueva |
| 10. Member | Floricar G. Gonzalodo |
| 11. Member | Jonalyn F. Funa |
| 12. Member | Rejane F. Allera |
| 13. Member | Jean Cheska R. Cabriga |
| 14. Member | Chrislyn Joy P. Sioson |

Bidder

- | | |
|------------------------------------|--------------------|
| 1. Starcom | Gladys Caballero |
| 2. LSERV Corporation (LSERV) | Dianna Constantino |
| 3. LSERV | Dexi D. Calibara |
| 4. CMPT Manpower Services | Rhubi Ostaya |
| 5. Tripleseven Services | Cristina Tadoy |
| 6. Cleanmatic Services, Inc. (CSI) | Inna Bamba |
| 7. CSI | Mark Bamba |

I. Call to Order

The PBAC Chairperson called the meeting to order at 2:30 PM for the **Provision of Human Resource Services for the Philippine Competition Commission for C.Y. 2022.**

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> The PBAC through its secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the end-user. 	
<p>B. Project Requirements & Technical Specifications</p> <p><i>Scope of Services:</i> The Service Provider shall provide PCC the required employees pursuant to the Distribution List (Annex “A”), subject for approval by the authorized representative of the PCC Administrative Office (End-user)</p> <p><i>Qualifications of the Service Provider:</i></p> <ul style="list-style-type: none"> Must be engaged in the business for at least five (5) years. Duly licensed and registered in accordance with DOLE Department Order No. 18-A, series of 2011, and other existing relevant regulations. Duly registered with the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI), or Cooperative Development Authority (CDA) Duly registered with the BIR Active employer registered with SSS, Pag-IBIG and PhilHealth Must present a Certificate of Satisfactory Service from at least three (3) government agencies and private corporations, with whom the Service Provider has a past or ongoing contract from the last five (5) years Preferably based within Metro Manila <p>(Please see attached Terms of Reference)</p> <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> The ABC for this project is PhP20,217,586.11. <p>D. Date/ Time for the Submission and Opening of Bids</p> <ul style="list-style-type: none"> Deadline for Submission: 10 November 2021, 12:00 NN Opening of Bids: 10 November 2021, 2:30 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <p>The following potential service providers raised their concerns and was responded by the PBAC:</p> <p>LSERV Corporation</p> <ol style="list-style-type: none"> 1. Based on Annex “C” Price Schedule, should we follow the old SSS contribution? <ul style="list-style-type: none"> - The PBAC responded and instructed its Secretariat that the adjustment should be reflected in the Bid Bulletin. - For purposes of this bidding, old rates will be used. During the actual implementation, 2021 rates will apply. 2. In the submission of the Single Largest Completed Contract (SLCC), should it be Manpower Services or the bidder can submit Janitorial Services only for the purpose of similar contract?. <ul style="list-style-type: none"> - The PBAC responded that “Human Resources” was used for the implementation of GAD purposes. Manpower or Human Resource, Janitorial and other allied services. 3. If a bidder submitted a solely janitorial contract, does it mean they are not qualified? <ul style="list-style-type: none"> - The PBAC elaborated that the requirement is not only focused on Janitorial and Housekeeping. Other services such as Janitorial, Messengerial and Administrative support are also included. The requirement of PCC is the capability of the service provider to handle human resources not limited to janitorial. This includes all positions enumerated in the TOR. - Contracts similar to the Project shall be: Provision of Human Resource Services. 4. Is the E-Bid Submission prioritized? <ul style="list-style-type: none"> - The PBAC responded that the prospective service providers may opt to submit either Manual hard copy or E-Bid submission. <p>CSI</p> <ol style="list-style-type: none"> 1. How will we able to determine if all prospective bidders will use the same old SSS rates? <ul style="list-style-type: none"> - Old SSS rates can be verified online and available from SSS website. 2. Regarding the absorbing and transfer of employees to the new service provider, are there adjustments with the rates? <ul style="list-style-type: none"> - The PBAC responded that rates are fixed. 3. In the SLCC, are we particular to Government Projects? <ul style="list-style-type: none"> - The secretariat responded that in the submission of the SLCC, Government or Private contracts are accepted as long as it is similar in nature and is at least fifty (50%) of the ABC. <p>PBAC Clarification</p> <ul style="list-style-type: none"> - The Technical component the PCC is requiring is the experience or capability of the service provider to handle 	<ul style="list-style-type: none"> • The PBAC resolved to issue Bid Bulletin and proceed with the submission on 10 November 2021

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<p>Human Resources or Manpower not limited to Janitorial Services. The PBAC will decide and issue a bid bulletin if there are clarifications on contracts similar to the project.</p> <p>The PBAC Chairperson reiterated that the PCC is implementing a No Gift Policy and is not soliciting any money or favor for any purpose. Bidders should be aware of the scammers soliciting donations or gifts using PCC Officials' name.</p>	

II. Adjournment:

There being no other matters to discuss, the meeting for the pre-bid conference was adjourned at 3:18 PM.

Prepared by:



ISABELO MIGUEL V. ABANO
Member, PBAC Secretariat

Approved by:



Dir. JESON Q. DE LA TORRE
PBAC Chairperson

