

PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

“Provision of Security Services for the Philippine Competition Commission for CY 2023”

Date: 04 November 2022; 2:00 PM

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

Present:

PBAC Members

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| 1. Chairperson | Atty. Joseph Melvin B. Basas |
| 2. Vice Chairperson | Dir. Jeson Q. de la Torre |
| 3. Regular Member | Allan Roy D. Mordeno |
| 4. Regular Member | Atty. Christian Loren B. De Los Santos |
| 5. Regular Member | Emmanuel M. Garcia |
| 6. Provisional Member | Rommel R. Oira |

PBAC Secretariat

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|---------------|-----------------------------|
| 1. Asst. Head | Ma. Celeste S. Dizon |
| 2. Member | Mark Jayson R. Fajutnao |
| 3. Member | Bill A. Geslani |
| 4. Member | Isabelo Miguel V. Abano |
| 5. Member | Anna Dominique M. Francisco |
| 6. Member | Raven Rein R. Villanueva |
| 7. Member | Chrislyn Joy P. Sioson |
| 8. Member | Marlon H. Javier |
| 9. Member | Zico Simeone D. Morales |

End-User

- | | |
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| 1. Representative | Meonel B. Nunez |
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Bidders

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| 1. Arviter Top Line Security Investigation Specialist (“Arviter”) | Margarita T. Villena |
| 2. Circa Security Agency (“Circa”) | Winnie Monares |
| 3. APL Security Services Corp. (“APL”) | Beth Mabute |

I. Call to Order

The PBAC Chairperson called the meeting to order at 2:00 PM for the **Provision of Security Services for the Philippine Competition Commission for CY 2023**

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> The PBAC Secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the Head of the Technical Working Group. 	
<p>B. Project Requirements & Technical Specifications</p> <ul style="list-style-type: none"> The End-User presented and discussed the following (as indicated in the Bidding Documents): <ul style="list-style-type: none"> - Scope of Services - Qualifications of Security Guards - Qualifications of Security Agency - Staff Complement - Conditions of the Contract - Other Requirements - Price Schedule Form <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> The ABC for this project is PhP1,331,000.00. <p>D. Date/ Time for the Submission and Opening of Bids</p> <ul style="list-style-type: none"> Deadline for Submission: 16 November 2022, 12:00 NN Opening of Bids: 16 November 2022, 03:00 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <p>Arviter</p> <ul style="list-style-type: none"> Regarding PhilHealth and SSS remittances, are you referring to CY 2023? <p>PBAC Response</p> <ul style="list-style-type: none"> Regarding rates, the 2023 rate for PhilHealth is 4.5%. For SSS, there is a pending release of updated rates (table) of remittances. As of now, the current SSS rate will take effect. <p>Circa Security</p> <ul style="list-style-type: none"> Are we going to submit the Audited Financial Statement (AFS)? We would like to clarify if the winning Bidder shall submit proof of paid remittances from SSS, PhilHealth, HDMF, in the form of certification or clearances for 2nd and 3rd quarter? If we fail to submit, are we going to be disqualified? In the Price Schedule, the number of days is not specified. Should we follow 394.4? Also, we noticed that the daily minimum wage is not included that started last 04 June 2022 at PhP570.00 Regarding Administrative and Overhead Margin, are we going to follow DOLE 150-16 specifying that the fee is not less than 20%? In the TOR we only noticed that the provision included is the fee not exceeding 25%. <p>PBAC Response</p> <ul style="list-style-type: none"> The copy of the AFS is not required for bid submission, however, the bidder must ensure that the PhilGEPS Platinum Membership is updated. The documents will be checked for verification during Post Qualification. Yes, the bidder is required to submit proof of paid remittance. All statutory requirements must be duly paid; hence, it is required. If you are the winning bidder, you are required within 15 CD from the effectivity of the contract to submit these requirements. We are requiring the 2nd and 3rd quarters because both quarters were recently completed for the current year. For clarification, you will not be disqualified because it is part of the contract implementation stage. The consequence is that the payment will be on hold until the requirements are complied with. Also, given that the payment is on hold, there should be no interruption of the services. We will issue a Bid Bulletin. Current Minimum wage is also included in the computation. 	<ul style="list-style-type: none"> The PBAC informed the bidders that it will issue a bid bulletin and bid submission will proceed on 16 November 2022 as scheduled.

Discussion	Recommendation/ Agreements
<ul style="list-style-type: none"> In the TOR, the service provider should comply with the labor law regarding minimum wage and entitlement of the security guards. This is the screen that complies with DOLE rules. In NPM No. 093-2016, it states that insofar as it imposes a minimum administrative fee of 20% of the total contract cost per the Service Agreement for Security Services, runs counter to the provision of Section 31 of RA 9184 and its IRR. By setting the cap of 25%, the bidders can compete with that ceiling in mind which we think is advantageous to the procuring entity and the rationale why we set the parameter. The 20% was not explicitly stated but the screen in complying with the rules and regulation of DOLE. <p>APL</p> <ul style="list-style-type: none"> No clarifications were raised 	

II. Adjournment

There being no other matters to discuss, the pre-bid conference was adjourned at 2:49 PM.

Prepared by:



ISABELO MIGUEL V. ABANO
PBAC Secretariat Member

Approved by:



ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

