

PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

“Procurement of Security Services for the Philippine Competition Commission for CY 2019”

Date: 8 February 2019; 12:00 NN

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

Present:

BAC Members

1. Chairperson : Atty. Joseph Melvin B. Basas
2. Regular Member : Atty. Ferdinand B. Redulla
3. Regular Member : Allan Roy D. Mordeno
4. Provisional Member : Jeson Q. de la Torre, End-user GSD

Observer

1. COA Representative : Jovan Bartolome

BAC Secretariat

1. Member : July R. Suing
2. Member : Melody O. Dizon
3. Member : Teejay Yoshiumi J. Sakuma
4. Member : Merry Lyn V. Bambao
5. Member : Mark Jayson R. Fajutnao
6. Member : Nicky Jonna P. Pitallano

Bidders

1. Star Special Corporate Security Mngmt, Inc : Arnel P. Manuel
2. Star Special Corporate Security Mngmt, Inc : Delia Rocas
3. Black8Shadow : May Nacario
4. Black8Shadow : Apre Jude Amantay
5. CIRCA Security & Investigation, Inc. : Ritchie Gonzales
6. CIRCA Security & Investigation, Inc. : Winnie Morales
7. Baguio Investigation & Security Agency : Rusty Santiago

I. Call to Order

The PBAC Vice-Chairperson called the meeting to order at 1:00 PM for the **Procurement of Security Services for the Philippine Competition Commission for CY 2019** under **Invitation to Bid (ITB) No. 201911-0011** at PCC Meeting Room 3.

II. Agenda

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> • PBAC through its Secretariat presented and discussed the Part I of the Pre-Bidding conference – Eligibility Documents and Financial Components. Likewise, discussed the proper sealing and marking of the Bidding documents and the procurement general rules and procedures. • Part II of the Pre-Bidding conference – Technical Specification / Terms of Reference was presented and discussed by the end-user (GSD). 	
<p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none"> • One of the factors in meeting PCC’s operational and administrative requirements together with the mandate to deliver services to the public is the safety and protection of the PCC officials, employees, visitors and guests. A service contractor must be engaged to carry out PCC’s need for Security Services. <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> • The ABC for this project is PhP900,000.00 <p>D. Date/ Time of Posting, Submission and Opening</p> <ul style="list-style-type: none"> • Posting: 30 January 2019 • Submission: 20 February 2019, 12:00 NN • Opening of Bids: 20 February 2019, 01:00 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <ul style="list-style-type: none"> • The following questions/ concerns were raised during the meeting: <ol style="list-style-type: none"> 1. Ms. Delia Rocas of Star Special Corporate Security Management, Inc queried whether there is still a need to attach copy of contract as proof for the Statement of prospective bidder of all its ongoing government and private contracts. 2. Ms. Rocas also clarified the inconsistency as regards the requirement for the Statement of Bidder's Single Largest Completed similar to the contract to be bid. The Terms of Reference (TOR) requires contracts within the last three (3) years, while the Bid Data Sheet requires the contracts within the last five (5) years. 3. Ms. Rocas also clarified the requirement under Item V.1 of the TOR referring to submission of certification from PAGIBIG, PhilHealth and SSS within the last 6 months from date of submission of bids. She asked whether it is possible to submit proof of payment for the months not covered by the clearance provided by such agencies. 4. Ms. Ritchie Gonzales from CIRCA Security & Investigation, Inc clarified the wage rate to be used. 5. Mr. Rusty Santiago from Baguio Investigation & Security Agency clarified whether they can 	<p>Copy of contracts need not be attached. Accomplished form for the Statement of prospective bidder of all its ongoing government and private contracts will suffice.</p> <p>End User clarified that the requirement in the TOR will prevail. A bid bulletin clarifying the same will be issued. In addition, copy of contract need not also be attached, accomplished form will suffice.</p> <p>For PAGIBIG, considering that clearance is released annually and upon expiration of its validity, BAC agreed that proof of payment (official receipt) for the months of July to December 2018, aside from valid certification from PAGIBIG shall be submitted.</p> <p>For SSS and PhilHealth, considering that clearance may be requested quarterly, clearances for the last two quarters (3rd & 4th quarter) covering July to December 2018 must be submitted.</p> <p>End User to revise TOR and include the changes in the issuance of bid bulletin.</p> <p>New wage rate will be used pursuant to the latest DOLE Wage Order.</p> <p>BAC disagree to his proposal, arguing further that said</p>

Discussion	Recommendation/ Agreements
<p>put no value for the uniform allowance, clarifying further that the cost for the same will be charged against the contractor.</p> <p>F. Actions Taken</p> <p>The PBAC shall issue a Supplemental Bid Bulletin with the following:</p> <ol style="list-style-type: none"> 1. Clarification on the Statement of Bidder's Single Largest Completed similar to the contract to be bid within the last three (3) years (2015-2018) 2. Clarification on the documentary requirements for the submission of certification from PAGIBIG, PhilHealth and SSS, and reflecting the period July to December 2018, as discussed above. 3. Revised Price Schedule Form 	<p>said benefit is mandatory under the law and to protect the claim of workers over such benefits, service providers must explicitly include the value covering the same.</p> <p>To avoid confusion, details under Schedule 3 of the Price Schedule Form (e.g provision of baton, flashlight, etc) will be removed and indicated in the TOR. Bidders must input value for the mandatory items under Schedule 1 and 2 of the Price Schedule Form. The pleasure of bidders to indicate value desired is available only under Schedule 3 – Agency Fee.</p>

III. Adjournment:

There being no other matters to discuss, the meeting for the pre-bid conference was adjourned at 2:30 PM.

Prepared by the PBAC Secretariat:

JESON Q. DE LA TORRE
Head, PBAC Secretariat

Approved by:

ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson