

BIDS AND AWARDS COMMITTEE
Pre-bid Conference Minutes of the Meeting

Project : Security Services for SEC Head Office and Extension Offices for a period of one(1) year. (Re-bidding)

Date : August 27, 2019

Time : 10:00 A.M.

I. Attendees

Bids and Awards Committee (BAC)

Com. Sec. Armando A. Pan Jr.	-	Vice Chairman
Asst. Dir. Kenneth Joy A. Quimio	-	Regular Member
Asst. Dir. Daisy B. Pabuaya	-	Regular Member
Asst. Dir. Oliver O. Leonardo	-	Regular Member
Asst. Dir. Isma C. Gonzales	-	Alternate Member

Technical Working Group

Engr. Marcelo Q. Rabara	-	End-User Representative
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Secretariat

Roseller N. Capila
Norlan M. De las Alas
Christian Noel B. Castillo
Julie Ann M. Roa
Marilyn B. Bredes

Prospective Bidders

Prospective Bidder/s	Authorized Representative/s
1. Grand Meritus Security Agency Incorporated	Mr. Dennis Mescallado
2. DBPSC Security Service Incorporated	Mr. Erick Tolentino

II. Call to Order

After determination of quorum, the BAC Vice Chairman, Commission Secretary Armando A. Pan Jr., called the meeting to order at around 10:20 A.M.

III. Preliminaries

In compliance with the requirements of the 2016 Revised IRR of RA 9184, the following were presented:

Documents	Date of Posting/Receipt	
Invitation to Bid	SEC Website	August 15, 2019
	PhilGEPS	August 16, 2019

Letters to Observers	COA	August 13, 2019
	PICPA	August 13, 2019
	PCCI	August 13, 2019

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IV. Discussion/Open Forum

The Secretariat discussed the Checklist of Requirements (Annex A) and the common reasons resulting to disqualification of the bidders in its submission.

Engr. Marcelo Q. Rabara, the End-User Representative discussed the Technical Specifications of the project.

Concern/s raised is/are as follows:

SEC Requirement	Clarification	Response
1. A.9 SEC-Davao Extension Office (Proposed Posting and Manning Hour on 3 shifts/8 Hours Duty). Page 57	Is it 8 Guards on the 1 st shift ?	The End-User representative mentioned that only 1 Guard on the 1 st shift at the Main entrance not 8.
2. B.1 SEC Head Office, Item no. 2, Set of CCTV. Page 57	Is it 20 CCTV cameras for PICC and Ortigas?	The End-User representative clarifies that 16 CCTV cameras to be installed in PICC and 4 CCTV cameras in Ortigas.
3. Statement of all Ongoing Contracts including Awarded but not yet Started Government and Private Contracts, whether similar or not similar in nature and complexity to the contract to be bid. Page 76	Any attachment required for this requirement?	None. The BAC mentioned that contracts extended, renewed on a month to month basis are considered completed contracts, while contracts not yet or will expire are considered on-going.
4. In Bid Bulletin No. 1, Cost Distribution per Month, B. Agency Fee: Maintain the 10% administrative fee.	Is it possible that if there is a bidder that will offer below 10 % they will consider as the lowest calculated bid?	The TWG clarifies below 10% is not acceptable. Per Bid Bulletin No. 1 issued in the Public Bidding which was declared a failure the 20% administrative fee provided under section 4 DOLE DO No. 150-16 is also a percentage imposition that has for its effect the fixing of a floor price on Service Agreement. In this

<p>In case of tie, How will you resolve it.</p>		<p>regard and following the position of GPPB as stated and explained in the Resolution No. 14-2012, reiterated through Resolution No. 12-2015 and Circular No. 04-2015, both dated 30 April 2015, DOLE DO No. 150 runs counter to the provision of Section 31.1 of RA 9184 and its IRR, thus.</p> <p>As prescribed by RA 9184, Toss Coin.</p>
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V. Adjournment

There being no other matters to discuss, the Pre-bid Conference was adjourned at around 11:15 A.M.

Prepared by:



Julie Ann M. Roa
BAC Secretariat, Member

Reviewed by:



Norlan M. De las Alas
BAC Secretariat

Approved by:

- Com. Sec. Armando A. Pan Jr. -
- Asst. Dir. Kenneth Joy A. Quimio -
- Asst. Dir. Daisy B. Pabuaya -
- Asst. Dir. Oliver O. Leonardo -
- Asst. Dir. Isma C. Gonzales -

