



Republic of the Philippines  
 Department of Budget and Management  
**PROCUREMENT SERVICE**  
**BIDS AND AWARDS COMMITTEE**  
 PS DBM Compound, RR Road, Cristobal St., Paco, Manila  
 Tel. No. 689-7750



## MINUTES OF MEETING

Date: Thursday, August 22, 2019	Time: 10:00 AM	Venue: Conference Room C
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<b>MEETING CALLED BY</b>	<b>Procurement Division IX (PD IX)</b>																																						
<b>TYPE OF MEETING</b>	<b>Pre-Bid Conference</b>																																						
<b>PROJECT</b>	<b>The Procurement of an Integrator for the Manpower for the Maintenance and Security Services of the 30<sup>th</sup> Southeast Asian Games</b>																																						
<b>REFERENCE NO.</b>	<b>Public Bidding No. 19-262-9</b>																																						
<b>ATTENDEES</b>	<p><b>Special Bids and Awards Committee</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Engr. Ian T. Fajarito</td> <td>Chairperson</td> </tr> <tr> <td>Engr. Pablo Roman Andres</td> <td>Vice-Chairperson</td> </tr> <tr> <td>Mr. Paul Armand A. Estrada</td> <td>Provisional Member, PMOIC</td> </tr> </table> <p><b>Procurement Division IX</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Mr. James F. Gabilo</td> <td>TWG</td> </tr> <tr> <td>Mr. Joseph P. Balagtas</td> <td>TWG</td> </tr> <tr> <td>Mr. Vincent Joseph D. Disu</td> <td>Secretariat</td> </tr> </table> <p><b>End User Representative</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Ms. Bernadette Palo</td> <td>TWG</td> </tr> <tr> <td>Engr. Eduardo Rosqueta</td> <td>TWG</td> </tr> </table> <p><b>Other Attendees</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Atty. Vhincen G. Cañares</td> <td>PS Consultant</td> </tr> <tr> <td>Col Ryan A Felipe</td> <td>PHISGOC-GSS</td> </tr> <tr> <td>Ms. Menel Aquino</td> <td>PHISGOC-GSS</td> </tr> <tr> <td>Atty. Francis Baclay</td> <td>PHISGOC-GSS</td> </tr> <tr> <td>Col JD Panly</td> <td>PHISGOC-GSS</td> </tr> </table> <p><b>Prospective Bidders</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Mr. Michael Ranile</td> <td>Renjamel Security Agency</td> </tr> <tr> <td>Ms. Resil Fuscaldo</td> <td>Renjamel Security Agency</td> </tr> <tr> <td>Mr. Glenn Magsino</td> <td>Renjamel Security Agency</td> </tr> <tr> <td>Ms. Mary Ann Labe</td> <td>Renjamel Security Agency</td> </tr> <tr> <td>Mr. Vac Arrevalo</td> <td>Renjamel Security Agency</td> </tr> <tr> <td>Mr. Feljun Eladia</td> <td>DSS-1</td> </tr> </table>	Engr. Ian T. Fajarito	Chairperson	Engr. Pablo Roman Andres	Vice-Chairperson	Mr. Paul Armand A. Estrada	Provisional Member, PMOIC	Mr. James F. Gabilo	TWG	Mr. Joseph P. Balagtas	TWG	Mr. Vincent Joseph D. Disu	Secretariat	Ms. Bernadette Palo	TWG	Engr. Eduardo Rosqueta	TWG	Atty. Vhincen G. Cañares	PS Consultant	Col Ryan A Felipe	PHISGOC-GSS	Ms. Menel Aquino	PHISGOC-GSS	Atty. Francis Baclay	PHISGOC-GSS	Col JD Panly	PHISGOC-GSS	Mr. Michael Ranile	Renjamel Security Agency	Ms. Resil Fuscaldo	Renjamel Security Agency	Mr. Glenn Magsino	Renjamel Security Agency	Ms. Mary Ann Labe	Renjamel Security Agency	Mr. Vac Arrevalo	Renjamel Security Agency	Mr. Feljun Eladia	DSS-1
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	Mr. Jonjon Mindajco Mr. Lindsey Sage Ms. Lorerta Taguba Mr. Jaimedi Maano Mr. Jon Roby Roño Mr. Alvin Benlayo Ms. Abba Burgoño Mr. Ronreb Ritz Mr. Burcy Dizon	DSS-1 Safer Ph Greatstar Security Services Greatstar Security Services Greatstar Security Services Cest La Vie Event Mngt. Inc. Wizard Manpower Allied Services EUROPCAR EUROPCAR
<b>CALL TO ORDER</b>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at 10:10 AM with the Chairperson presiding.</li> <li>2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the three (3) members of the BAC, the required quorum has been established.</li> </ol>	
<b>COMPLIANCE TO R.A. 9184</b>	<p>After having established the required quorum to conduct the pre-bid conference, Secretariat-in-Charge presented the invitation to observers in compliance to R.A. 9184.</p> <ul style="list-style-type: none"> <li>➤ The Secretariat presented the general requirements for government procurement.</li> </ul>	

## DISCUSSIONS

I. BID DOCUMENTS	
<b>INVITATION TO BID</b>	<p><b>SECTION I</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<b>BID DATA SHEET</b>	<p>Clause 5.4 Page 39 Definition and coverage of the Statement of Single Largest Completed Contract</p> <p>xxx</p> <p>In view of the determination by the Procuring Entity that imposition of the provisions of Section 23.5.1.3 of the IRR of RA 9184 will likely result to "failure of bidding" or "monopoly", the Bidder should comply with the following requirements:</p> <ol style="list-style-type: none"> <li>a.) Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least "fifty percent (50%)" of the ABC for this Project; and</li> <li>b.) The largest of these similar contracts must be equivalent to at least twenty five percent (25%) of the ABC as required above.</li> </ol>

	<p>For this purpose, similar contracts shall refer to any Contracts involving the supply of manpower services* and supply of security services**.</p> <p>*Manpower services provision includes housekeeping services or janitorial services or general support services, while;</p> <p>** Security services provision includes  (i.)Provision of Security Guards; or  (ii.)Provision of VIP Security; or  (iii.)Provision of Personal Background Investigation Services; or  (iv.)Provision of K-9 Team services; or  (v.)Leasing of security equipment and deployable security devices.</p> <p>xxx</p> <p>- <i>The Committee emphasized that the coverage and definition of the SLCC is that bidder must have a single contract with both manpower services and security services.</i></p>
<p><b>GENERAL CONDITIONS OF THE CONTRACT</b></p>	<p><b>SECTION IV</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<p><b>SECTION V</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p><b>SCHEDULE OF REQUIREMENTS</b></p>	<p><b>SECTION VI</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p><b>TECHNICAL SPECIFICATIONS</b></p>	<p><b>SECTION VII</b></p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p><b>BIDDING FORMS</b></p>	<p>Page 78-80  Omnibus Sworn Statement</p> <p>xxx</p> <p><b><u>It is understood that notices/s transmitted in any of the above-stated telephone/fax numbers and/or e-mail address/es are deemed received as of its transmittal and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.</u></b></p> <p>xxx</p>

	<p>- <i>The Committee clarified that the notation will be added in the Omnibus Sworn Statement. Amendments will be reflected in the Supplemental/ Bid Bulletin to be issued for the project.</i></p>
<p><b>II. OTHER MATTERS</b></p>	
<p><b>OTHER MATTERS</b></p>	<ul style="list-style-type: none"> <li>➤ The Committee reminded the bidders of the following:             <ol style="list-style-type: none"> <li>1. To use the Competent Evidence of Identity under the Notarial Rule. For the required Competent Evidence of Identity Based on the Rules on Notarial Practice, only government- issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed. Non-Compliance of the same may result to the disqualification of the proposal.</li> <li>2. To use the prescribed forms indicated in the Bidding Documents.</li> <li>3. To submit their proposals on time and follow the procedure during its submission.</li> </ol> </li> <li>➤ The Committee clarified that expired permits under PhilGEPS Registration Certificate, Platinum Membership, List of Eligibility Documents, particularly on the Mayor's Permit must be accompanied by a proof of application and Official Receipt of the renewal.</li> <li>➤ All other pertinent portions of the bidding documents were presented and no other clarifications were raised.</li> <li>➤ The Secretariat presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on May 03, 2019.</li> </ul>
<p><b>CERTIFICATION</b></p>	<p>We certify that the foregoing is the true account of the Pre-Bid Conference conducted on August 22, 2019.</p>
<p><b>ADJOURNMENT</b></p>	<p>Having no other matters for discussion, the meeting was adjourned at 12:30 PM.</p>
<p><b>PREPARED BY</b></p>	<p><b>Procurement Division IX</b></p> <p style="text-align: center;"><b>SGD.</b> <b>MR. VINCENT JOSEPH D. DISU</b> Secretariat</p> <p style="text-align: center;"><b>SGD.</b> <b>MR. JAMES F. GABILO</b> Member, Technical Working Group</p>
<p><b>CERTIFIED CORRECT</b></p>	<p><b>Special Bids and Awards Committee (SBAC)</b></p> <p style="text-align: center;"><b>-not present-</b> <b>MR. MANUEL BITOG</b> Ad Hoc Member, PSC</p>

**-not present-**  
**DR. LAURO DOMINGO JR.**  
Ad Hoc Member, PSC

**SGD.**  
**MR. PAUL ARMAND ESTRADA**  
Provisional Member  
Procurement Management Officer-in-Charge

**-on leave-**  
**ATTY. MARY GEANELLE M. CABRERA**  
Regular Member

**SGD.**  
**ENGR. PABLO ROMAN ANDRES**  
Vice - Chairperson

**SGD.**  
**ENGR. IAN T. FAJARITO**  
Chairperson