

**PHILIPPINE GUARANTEE CORPORATION
BIDS AND AWARDS COMMITTEE (BAC)
MINUTES OF THE MEETING
PRE-BID CONFERENCE
(Via Video Conference)**

Procurement of a Security Services for PhilGuarantee's Various Acquired Assets
October 19, 2020; 1:00 P.M.

Present:

BAC	:	Jimmy B. Sarona (Chair) Ian A. Brioness (Vice Chair) Arsenio C. De Guzman Rafael P. Delos Santos Melinda M. Adriano - not present - Marichu A. Lazaro
BAC Secretariat	:	Rose Marie N. Principe Atty. Ronces Anne S. Reyes-De Leon Karenina V. Joaquin Jackie Lou A. Eugenio Venessa T. Pelias
TWG	:	Andres O Villar Heidee-May H. Aquitania Atty. Maria Victoria B. Marcellana
Observer	:	Ralph Julius H. Adille – Commission on Audit
Prospective Bidders:		Robelyn Garcia (Lifeguard Archangels Security Agency Corp.)
Support Staff	:	Patricia Anne P. Dela Peña

A. CALL TO ORDER

There being a quorum, the meeting was called to order at 2:00 P.M. with the Chairperson presiding.

B. PRESENTATION (Annex "A")

Ms. Joaquin presented the following:

1. PRELIMINARIES

Invitation to Bid and Public Bidding Documents were posted on the Philguarantee and PhilGEPS websites and Philguarantee's Bulletin Board on October 9, 2020.

Invitations to Observers were sent via email on October 12, 2020 to Philippine Chambers of Commerce and Industry, Makati Business Club, Philippine Institute of Supply Management and Commission on Audit (COA). However, no one attended except Mr. Ralph H. Adille of COA.

2. OFFENSES AND PENALTIES

Everyone was reminded of the Offenses and Penalties under Section 65 of the IRR of RA 9184.

3. SCOPE OF BID

The scope of bid is identified below:

- Procuring Entity : **PHILIPPINE GUARANTEE CORPORATION**
- Name of the Contract : **PROCUREMENT OF SECURITY SERVICES for PHILGUARANTEE'S VARIOUS ACQUIRED ASSETS**
- Identification Number : **IB No. PGC-BAC-2020-003G**

4. FUNDING INFORMATION

The funding source is the Government of the Philippines (GOP) through Philippine Guarantee Corporation's Corporate Operating Budget for FY 2020 in the amount of Nineteen Million Seven Hundred Thirty-Three Thousand Seven Hundred Thirty-Two Pesos & 76/100 (P19,733,732.76), inclusive of all applicable taxes.

5. BIDDING REQUIREMENTS (Annex B)

Bid Data Sheet, Special Conditions of Contract, Schedule of Requirements and Technical Specification were presented.

6. DOCUMENTS COMPRISING THE BID

The eligibility, technical and financial requirements, sealing and marking of bids and forms were presented.

Item 6 of GPPB Resolution 09-2020 on alternate documentary requirements for procurement activities during the State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the PE or of the Bidder was also presented.

7. IMPORTANT DATES AND REMINDERS

Brief description and requirements of the procurement activities (i.e. preliminary examination of bids on opening of bids, detailed evaluation of bid, post qualification, issuance of Notice of Award, contract preparation and signing and issuance of Notice to Proceed) were presented as well as its corresponding timelines.

C. QUESTIONS AND CLARIFICATIONS

In response to the query of VP De Guzman and Ms. Garcia about the locations of acquired assets and distribution of the 49 security guards vis-à-vis specific property, the Chairperson answered that a bid bulletin will be issued.

On Technical Specification

1. Strict adherence to PADPAO-prescribed minimum wage for security guards and statutory obligations to the government.

Ms. Garcia asked if the PADPAO rate must be followed to the last centavo. Atty. De Leon explained that PADPAO rates refer only to the wage for guards and the amount due to the government. The Chairperson further explained that what should be strictly complied with are the labor laws and the statutory deduction, however, with respect to the PADPAO-prescribed rate on administrative fee, it is up to the bidder, since PhilGuarantee is not imposing limits.

Ms. Garcia pointed out the requirement of the DOLE that all security agency's administrative overhead must not go below the standard set at 20%, otherwise, the registrations of those who violated shall be revoked.

Atty. De Leon replied that security agencies are under the jurisdiction of the DOLE, therefore, they must follow the DOLE laws and standards. On the other hand, PhilGuarantee and the BAC are under the jurisdiction of the GPPB, thus, they must adhere to the requirements of R.A. 9184 and the 2016 Implementing Rules and Regulation issued by GPPB which provide that there shall be no lower limit or floor to bids.

On the query of Ms. Garcia that if bids are below the DOLE standard, will PhilGuarantee accept the bid, the BAC Chairperson informed the body that a bid bulletin will be issued to address the matter within the prescribed period.

2. Security Plan

Ms. Garcia asked if they are required to visit the various acquired assets to come up with the security plan given that they are the present service provider of PhilGuarantee. Ms. Joaquin replied that if the bidder has enough information about the areas or properties to be secured, it may submit a plan even without visiting.

3. Statement of the prospective bidder of all its ongoing government and private contracts

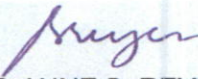
Ms. Garcia inquired if the contracts should be submitted together with the statement. Ms. Joaquin replied that only the statements are required, however, end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, shall be attached.

There being no other matters for discussion, the meeting was adjourned at 3:09 P.M.

Prepared by:


KARENINA V. JOAQUIN
BAC Secretariat

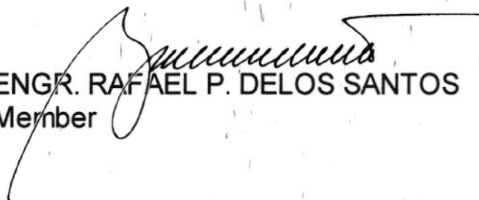
Reviewed by:


RONCES-ANNE S. REYES-DE LEON
BAC Secretariat (In transition period)


Approved by:



JIMMY B. SARONA
Chairperson


IAN A. BRIONES
Vice-Chairperson


ENGR. RAFAEL P. DELOS SANTOS
Member

- not present -
MELINDA A. ADRIANO
Member


ARSENIO C. DE GUZMAN
Member


MARICHU A. LAZARO
Provisional Member (End-User)