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Minutes of Pre-bid Conference
Procurement of Security Services for Ambuklao-Binga Facilities in Benguet
(Project Reference No. 2019-PB-SS-ABF-008-01)

Present:

Bids and Awards Committee (BAC)

Atty. Maria Ilyn G. Albito	Chairperson
Ms. Amelita G. Zarate	Vice-Chairperson
Mr. Rene A. Francisco	Member
Atty. Peter Guan S. Espiritu	Member

Technical Working Group (TWG)

Mr. Rey Evince R. Valencia	Head
Atty. Cecille Catherine A. Bautista	Member
Mr. Jon Romer G. Gervacio	Member
Mr. Donnie A. Dino	Member

BAC Secretariat

Ms. Grace G. Evangelista	Member
Ms. Annaliza C. Lopez-Cruz	Member

Bidders

Ms. Maribeth Mabute	APL Security Services
Ms. Emmaruth C. Mendaro	Crime Hunters Security Agency

The pre-bid conference for the Procurement of Security Services for Ambuklao-Binga Facilities in Benguet (the "Project"), held at the PSALM Conference Room A, 24th Floor Vertis North Corporate Center 1, Astra corner Lux Drives, North Avenue, Quezon City, was called to order at 9:00 a.m. on 26 February 2019, and was presided by the BAC Chairperson, Atty. Maria Ilyn G. Albito.

1. Business Matters:

The BAC Chairperson asked the BAC Secretariat if there is a quorum which the BAC Secretariat replied affirmatively.

The BAC Chairperson asked the BAC Secretariat if observers were invited which the BAC Secretariat replied in the affirmative but stated that though invited, no observers attended the pre-bid conference.

The BAC Chairperson introduced the members of the BAC and TWG and acknowledged the presence of the representatives of the two (2) interested Bidders, namely: Crime Hunters Security Agency ("CHSA") and APL Security Services ("APLSS").

50 The BAC Chairperson asked if the CHSA and APLSS has already participated in
51 other government procurement activities and if it is familiar with the bidding
52 documents. Both replied affirmatively.

53
54 The BAC then proceeded with the pre-bid conference. The TWG presented and
55 discussed the Bidding Documents to the Bidders.

56
57 The BAC reiterated that “no contact rule” is strictly implemented between
58 the members of the BAC, BAC Secretariat, TWG and the Bidders.

59
60 **2. Presentation of the Bidding Document and Clarification from the Bidder**

- 61
62 ○ The TWG presented and discussed the Bidding Documents.
63
64 ○ Both Bidders clarified if they can bid on all the project procurement as
65 advertised in the Invitation to Bid.
66
67 ○ The BAC replied affirmatively; provided that the Agency’s NFCC should be
68 sufficient to all the procurement projects they would like bid.
69
70 ○ The Bidders asked if that they need to pay the respective applicable fees for
71 each bidding documents.

72
73 The BAC replied affirmatively.

- 74
75 ○ The Bidders clarified if they should submit all necessary documents for each
76 procurement project they would like to bid.

77
78 The BAC said they have to submit/attach documents for each project that
79 they will bid.

- 80
81 ○ The BAC advised the bidders that when buying the bidding documents, they
82 must first get an ‘Order Form’ from the BAC Secretariat. They must also
83 provide their Certificate of Registration (If first time to bid with PSALM Corp.)
84 then pay the corresponding fee with the Cashier’s Office. Upon presentation
85 to the BAC Secretariat of the official receipt issued by the Cashier, they can
86 now get the Bidding Documents.

- 87
88 ○ The BAC reiterated that Bidders may submit either their Class “A” Documents
89 in accordance with Section 23.1(a) of the IRR or the PhilGEPS Certificate of
90 Registration and Membership under Platinum Category, or a combination
91 thereof.

- 92
93 ○ The Bidders clarified who will certify their documents as true copy.

94
95 The BAC replied that the issuing office or their agency’s authorized signatory
96 who has custody of the original documents should certify their submitted
97 documents.

98

99 Moreover, the BAC provided the contact number and e-mail address of the
100 BAC Secretariat for queries and clarifications.

101
102 The BAC Secretariat reiterated the deadline for request for clarification is on
103 01 March 2019.

104
105 **3. Adjournment:**

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107 There having no clarifications from the Bidders and other matters to be discussed,
108 the pre-bid conference was adjourned at 9:30 a.m.

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111 Prepared by:

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115 **GRACE G. EVANGELISTA**
116 BAC Secretariat

Reviewed by:


ROMMEL R. OIRA
BAC Secretariat Head

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118 Approved by:

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121 
122 **MARIA ILYN G. ALBITO**
123 BAC Chairperson