

1 Republic of the Philippines
2 Power Sector Assets and Liabilities Management Corporation
3 24th Floor Vertis North Corporate Center 1
4 Astra corner Lux Drives, North Avenue, Quezon City
5 Telephone No. (632) 902-9000
6 <https://www.psalm.gov.ph>
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9 **Minutes of Pre-bid Conference**
10 **Procurement of Security Services for PSALM Offices**
11 **(Project Reference No. 2019-PB-SS- PO-011-01)**
12

13 Present:

14
15 **Bids and Awards Committee (BAC)**

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

20 **Technical Working Group (TWG)**

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

25 **BAC Secretariat**

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

28 **Bidders**

29 Ms. Maribeth Mabute APL Security Services
30 Ms. Emmaruth C. Mendaro Crime Hunters Security Agency
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33 The pre-bid conference for the Procurement of Security Services for PSALM Offices
34 (the "Project"), held at the PSALM Conference Room A, 24th Floor Vertis North
35 Corporate Center 1, Astra corner Lux Drives, North Avenue, Quezon City, was called
36 to order at 10:30 a.m. on 26 February 2019, and was presided by the BAC
37 Chairperson, Atty. Maria Ilyn G. Albito.
38

39 **1. Business Matters:**

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41 The BAC Chairperson asked the BAC Secretariat if there is a quorum which the
42 BAC Secretariat replied affirmatively.
43

44 The BAC Chairperson asked the BAC Secretariat if observers were invited
45 which the BAC Secretariat replied in the affirmative but stated that though
46 invited, no observers attended the pre-bid conference.
47

48 The BAC Chairperson introduced the members of the BAC and TWG and
49 acknowledged the presence of the representatives of the two (2) interested

50 Bidders, namely: Crime Hunters Security Agency (“CHSA”) and APL Security
51 Services (“APLSS”).

52

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

56

57 The BAC then proceeded with the pre-bid conference. The TWG presented and
58 discussed the Bidding Documents to the Bidders.

59

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

62

63 2. Presentation of the Bidding Document and Clarification from the Bidder

64

65 ○ The TWG presented and discussed the Bidding Documents.

66

67 ○ Both Bidders clarified if they can bid on all the project procurement as
68 advertised in the Invitation to Bid.

69

70 ○ The BAC replied affirmatively; provided that the Agency’s NFCC should be
71 sufficient to all the procurement projects they would like bid.

72

73 ○ The Bidders asked if that they need to pay the respective applicable fees for
74 each bidding documents.

75

76 The BAC replied affirmatively.

77

78 ○ The Bidders clarified if they should submit all necessary documents for each
79 procurement project they would like to bid.

80

81 The BAC said they have to submit/attach documents for each project that
82 they will bid.

83

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

90

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

95

96 ○ The Bidders clarified who will certify their documents as true copy.

97

98 The BAC replied that the issuing office or their agency's authorized signatory
99 who has custody of the original documents should certify their submitted
100 documents..

101
102 Moreover, the BAC provided the contact number and e-mail address of the
103 BAC Secretariat for queries and clarifications.

104
105 The BAC Secretariat reiterated the deadline for request for clarification is on
106 01 March 2019.

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108 **3. Adjournment:**

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110 There having no clarifications from the Bidders and other matters to be discussed,
111 the pre-bid conference was adjourned at 11:00 a.m.

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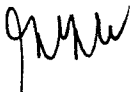
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114 Prepared by:

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GRACE G. EVANGELISTA

119 BAC Secretariat

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Reviewed by:



ROMMEL R. OIRA

BAC Secretariat Head

Approved by:


MARIA ILYN G. ALBITO
BAC Chairperson