

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) 8902-9000
6 <https://www.psalm.gov.ph>
7

8 **Minutes of Pre-Bid Conference**
9

10 **Procurement of Security Services for Pulangi IV HEPP and General Santos Land**
11 **Property**
12 **(Project Reference No. 2020-PB-SS-P4HPP/GLP-017-02)**
13

14 **Procurement of Security Services for South Luzon Plants, Facilities and**
15 **Installations**
16 **(Project Reference No. 2020-PB-SS-SLPFI-018-02)**
17

18 **Procurement of Security Services for San Roque Multi-Purpose Facilities and**
19 **Boundaries**
20 **(Project Reference No. 2020-PB-SS-SRMFB-038-01)**
21

22 **Procurement of Security Services for Mexico Central Warehouse and Stockyard**
23 **(Project Reference No. 2020-PB-SS-MCWS-039-01)**
24

25 **Procurement of Security Services for Angat Hydroelectric Power Plant**
26 **(Project Reference No. 2020-PB-SS-AHEPP-040-01)**
27

28 Present:

29
30 **Bids and Awards Committee (BAC)**

31 Atty. Maria Ilyn G. Albito Chairperson
32 Mr. Abner B. Tolentino Vice Chairperson
33 Atty. Lorenzo Jared J. Briones Member
34 Ms. Rowena M. Tolentino Member
35 Mr. Ronald V. Siquioco Member
36

37 **Technical Working Group (TWG)/End-User**

38 Mr. Rey Evince R. Valencia Chairperson-TWG
39 Mr. Donnie A. Dino Member
40 Ms. Katherine Zugie C. de Leon Member
41

42 **BAC Secretariat**

43 Mr. Leonard E. Marquez Head
44 Ms. Maria Anna R. Dela Cruz Member
45 Mr. Caesar R. Antonio Member
46 Ms. Mary Grace E. Catarin Member
47 Ms. Annaliza C. Lopez-Cruz Member
48
49

	Bidders
50	
51	Ms. Rosa Maria O. Malano
52	Northcom Security and Investigation Agency, Inc. (Northcom)
53	Mr. Jose Lorenzo Santiago
54	Northcom Security
55	Ms. Francia C. Desquitado
56	Hackett Security Agency
57	Mr. Dino C. Gumapos
58	Glocke Security Services, Inc.
59	Ms. Marilou Dumaliang
60	Glocke Security Services, Inc.
61	Mr. Nelio V. Balcueva
62	Sunnybelle Security Agency
63	Mr. Ross Abril Rio
64	ICT Security and Investigation Agency, Inc.
65	Mr. Reniel Abingona
66	Greenleaf Security Services
67	Ms. Beth Mabute
68	APL Security Services Corporation

	Observer
69	
70	Atty. Glenda Leah A. Caringal
71	OPCEO Representative

72 The pre-bid conference for the Procurement of Security Services for Various PSALM Plants and Facilities held via ZOOM Cloud Meetings APP, was called to order at 10:14 AM on 07 August 2020 and was presided by the BAC Chairperson, Atty. Maria Ilyn G. Albito.

73 **1. Business Matters:**

74 The BAC Chairperson asked the BAC Secretariat if there is a quorum, to which the BAC Secretariat replied in the affirmative.

75 The BAC Chairperson asked the BAC Secretariat if observers were invited, to which the BAC Secretariat replied in the affirmative but stated that though invited, no observers attended the pre-bid conference, except for the PSALM OPCEO representative.

76 The BAC Chairperson acknowledged the presence of the representatives of the following prospective bidders:

- 77 a. Northcom Security and Investigation Agency, Inc. (Northcom Security)
- 78 b. Sunnybelle Security Agency (Sunnybelle Security)
- 79 c. Hackett Security Agency (Hackett Security)
- 80 d. Glocke Security Services, Inc. (Glocke Security)
- 81 e. ICT Security and Investigation Agency, Inc. (ICT Security)
- 82 f. Greenleaf Security Services (Greenleaf Security); and
- 83 g. APL Security Services Corporation (APL Security)

84 The BAC then proceeded with the pre-bid conference and the presentation of the Bidding Documents.

85 **2. Presentation of the Bidding Documents and Clarification from the Bidders**

- 86 ➤ **Procurement of Security Services for Pulangi 4 HEPP and General Santos Land Property**

99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146

- The TWG presented the Bidding Documents for the Procurement of Security Services for Pulangi 4 HEPP and General Santos Land Property and informed the bidders that the Bidding Documents for the procurement of security services for various PSALM plants and facilities have essentially the same provisions except for the project names, project reference numbers, Approved Budget for the Contract (ABC) and the specific requirements for each plant/facility.
- The TWG reminded the prospective bidders of the following:
 - Bidders whose PhilGEPS registration are under Platinum membership may submit their Certificate of PhilGEPS registration with current and updated Annex “A”. If any of the documents indicated in Annex “A” is not current and updated, bidders must submit a copy of the latest document. However, bidder who are not under Platinum membership must submit all its Class “A” documents as enumerated in the Bidding Documents.
 - The complete Audited Financial Statement (AFS) should be submitted and not just the balance sheet and income statement.
 - The latest annual Income Tax Return (ITR) shall refer to the ITR for 2019 filed in 2020 and the latest business tax return shall refer to Value Added Tax (VAT) and/or Percentage Tax Returns, whichever is applicable covering the latest quarter and month prior to submission of the post-qualification documents.
- Greenleaf Security asked if the Security Plan should be submitted in the bid opening. The BAC responded in the negative and clarified that the Security Plan is a post-qualification document. The TWG further stated that in the preparation of the Security Plan, the bidder may request for a site visit/ocular inspection with the BAC Secretariat for coordination with the plant management.
- The TWG emphasized that if a bidder will participate in more than one procurement project, the bidder should submit separate sets of documents for each project and that its NFCC should be sufficient for all projects.
- The TWG thoroughly discussed Annex A of the Bidding Documents, or the guidelines for electronic/online bid submission. The TWG emphasized that the bidder should use a two-factor security procedure consisting of an archive format compression and password protection with the passwords divulged only during the bid opening. The TWG further stated that pursuant to the guidelines, bidders are only given three (3) attempts to provide the correct passwords; otherwise, they will be disqualified.

147 ➤ **Procurement of Security Services for South Luzon Plants, Facilities and**
148 **Installations**

- 149
- 150 • The TWG reminded the prospective bidders to email to the BAC Secretariat
 - 151 the proof of payment of the Bidding Documents fee and its official email
 - 152 address so that the BAC Secretariat can send the link where the bid
 - 153 submissions should be uploaded.
 - 154
 - 155 • Greenleaf Security inquired whether the supporting documents for the list
 - 156 of all on-going contracts should be attached and submitted. The TWG
 - 157 responded that as a note in Form No. ELIG-01, only the form should be
 - 158 submitted as part of the bid and the supporting documents are to be
 - 159 submitted upon post-qualification.
 - 160
 - 161 • ICT Security asked if the vehicles should be brand new. The TWG responded
 - 162 in the negative and stated that as long as they are in good running
 - 163 condition, it is acceptable.
 - 164
 - 165 • Greenleaf Security stated that some of their vehicles are still registered in
 - 166 the name of one of the incorporators although there is a Deed of Sale
 - 167 transferring the ownership to them. Greenleaf Security then asked if it is
 - 168 acceptable. The TWG responded that the Deed of Sale should be notarized
 - 169 and the named buyer is the security agency/company, i.e. Greenleaf. The
 - 170 BAC advised the bidder to immediately transfer the registration of the
 - 171 vehicle in their name.
 - 172

173 ➤ **Procurement of Security Services for San Roque Multi-Purpose Facilities**
174 **and Boundaries**

- 175
- 176 • Glocke Security informed the BAC that their PhilGeps registration will expire
 - 177 on 14 August 2020. The TWG advised that they can submit their expired
 - 178 Certificate of PhilGeps registration together with all its Class “A” documents
 - 179 as enumerated in the Bidding Documents. The bidder was also advised to
 - 180 explore online renewal of PhilGeps registration and to attach the proof of
 - 181 renewal.
 - 182
 - 183 • Greenleaf Security mentioned that their PhilGeps registration is under
 - 184 Platinum membership and asked if they still have to submit all the required
 - 185 attachments. The TWG clarified that only the Certificate of PhilGeps
 - 186 registration may be submitted provided that the documents listed in Annex
 - 187 “A” thereof is current and updated.
 - 188
 - 189 • Greenleaf Security asked whether they need to print Sections 6 and 7 of the
 - 190 Bidding Documents and indicate complied therein. The TWG clarified that
 - 191 the Bidder needs to submit only the notarized Form No. TEC-04.
 - 192
 - 193 • Greenleaf Security stated that they have already requested for renewal of
 - 194 their SSS clearance but due to the COVID-19 pandemic, it was not yet
 - 195 released. The TWG responded that the SSS Clearance is a post-qualification

196 document and if it is not yet available for submission, the application for
197 renewal stamped received by SSS should be submitted.
198

- 199 • Hackett Security suggested that in the absence of SSS Clearance, the bidder
200 may attach its receipts of SSS monthly payments. The TWG responded that
201 with the SSS receipts only, PSALM has no way of verifying whether the
202 company pays for all its employees and the correct amount was remitted.
203

204 ➤ **Procurement of Security Services for Mexico Central Warehouse Stockyard**
205

- 206 • The bidders raised no questions or clarifications.
207

208 ➤ **Procurement of Security Services for Angat Hydroelectric Power Plant**
209

- 210 • Sunnybelle Security stated that the bidder's license to operate should not
211 be expired. The BAC agreed and mentioned that that was the requirement
212 under ITB Clause 29.2 of Section II. Bid Data Sheet (BDS) of the Bidding
213 Documents.
214

- 215 • Hackett Security asked what if there are problems in uploading the
216 submissions online. The BAC advised the bidders to immediately email the
217 BAC Secretariat on any technical issue. The TWG further advised the bidders
218 to submit their bids much earlier than the bid submission deadline so that
219 there will be ample time to resolve the issue if any occurs.
220

- 221 • The BAC reminded the bidders to look into the checklist of the documents to
222 be submitted, including the financial components of the bid, especially if
223 the bidders will participate in more than one project.
224

- 225 • ICT Security asked if the BAC shall impose the 20% administrative cost
226 pursuant to DOLE DO No. 150-16. The BAC replied that since these biddings
227 are government procurement governed by RA No. 9184, the BAC shall adopt
228 the position of the GPPB on the matter as contained in GPPB Resolution No.
229 14-2015 that it runs counter to the provision of Section 31 of RA 9184 that
230 there should be no lower limit or floor on the amount of the award. The
231 TWG flashed on the screen and read GPPB NPM No. 089-2016, which
232 provides:
233

234 **Whether the GPPB ruling contained in its Resolution Nos. 14-2012 and**
235 **26-2013 on the administrative cost for security services contract is still**
236 **valid, considering that the latest DOLE Order increased further the**
237 **administrative cost for security services from 10% of the total contract**
238 **price per DOLE DO No. 18-A to 20% of the total contract price per DOLE**
239 **DO No. 150-16.**
240

241 “[T]he position of the GPPB, as contained in its Resolution No. 14-2012, was
242 reiterated through Resolution No. 14-2015 and Circular No. 04-2015, both
243 dated 30 April 2015, and is therefore still valid and existing.
244

245 **Whether the BAC shall consider bids from interested bidders where the**
246 **administrative cost is lower than what the DOLE Order requires.**

247
248 Similar to the 10% administrative fee imposed under Section 9(b)(ii) of DOLE
249 DO No. 18-A, the 20% administrative fee provided for under Section 4 of
250 DOLE DO No. 150-16 is also a percentage imposition that has for its effect
251 the fixing of a floor price on Service Agreements. In this regard and
252 following the position of the GPPB as stated and explained in the above-
253 mentioned issuances, as well as the case of *Philippine Sports Commission,*
254 *et. al. v. Dear John Services, Inc.*, we are of the opinion that Section 4 of
255 DOLE DO No. 150-16, insofar as it imposes a minimum administrative fee of
256 20% of the total contract cost for Service Agreement for security services,
257 likewise runs counter to the provision of Section 31 of RA 9184 and its IRR.”

- 258
259 • The BAC stated that if the bidders have further questions or clarifications,
260 they may email the BAC Secretariat until 10 August 2020.

261
262 **3. Adjournment:**

263
264 There having no other matters to be discussed, the meeting was adjourned at
265 12:40 PM.

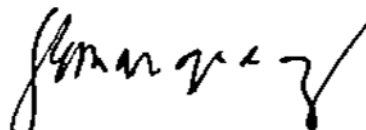
266
267
268

Prepared by:



CAESAR R. ANTONIO
BAC Secretariat Member

Reviewed by:



LEONARD E. MARQUEZ
BAC Secretariat Head

Approved by:



MARIA ILYN G. ALBITO
BAC Chairperson

269