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Minutes of Pre-Bid Conference

**Procurement of Security Services for South Luzon Plants, Facilities & Installations
(Project Reference No. 2021-PB-SS-SLPFI-050-01)**

Present:

Bids and Awards Committee (BAC)

Mr. Glenn B. Santos	Chairperson
Atty. Frederick R. Tamayo	Member
Mr. Edgar C. Cabrera	Member

Technical Working Group (TWG)

Mr. Leonard E. Marquez	Chairperson
Ms. Mea May D. Mangulian	Member
Atty. Graciela Mona L. Gutierrez	Member
Mr. Julio Jerome C. Cosico	Member

BAC Secretariat

Mr. Rommel R. Oira	Head
Ms. Maria Anna R. dela Cruz	Member
Ms. Annaliza C. Lopez-Cruz	Member
Ms. Mary Grace E. Catarin	Member
Ms. Aya N. Jacildo	Member

Bidders

Mr. Philip Boyles	Dependable Security Agency
Ms. Rosario Buenaobra	Grand Meritus Security Agency, Inc.
Mr. Abdul Halim Pananggila-an	FM Tomawis Security Agency, Inc.
Mr. Amer Hussein Guro	FM Tomawis Security Agency, Inc.
Mr. Roweno Peroy	VV Security Agency, Inc.

The pre-bid conference for the above project, held via ZOOM Cloud Meetings APP, was called to order at 1:45 PM on 05 August 2021, and was presided by the BAC Chairperson, Mr. Glenn B. Santos.

1. Business Matters:

The BAC Secretariat informed the BAC Chairperson that the BAC has a quorum.

The BAC Chairperson directed the BAC Secretariat to do the roll call of all the attendees.

The BAC Secretariat informed the BAC that observers were invited but stated that though invited, no observers attended the pre-bid conference.

The BAC then proceeded with the pre-bid conference.

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

- The TWG presented and discussed the Bidding Documents.
- The following are the comments from the bidders and the responses of the TWG:

Bidder's Representative	Question/Clarification	TWG's Response
Ms. Buenaobra	On Letter E, Item II of the Security Agency Requirements under Section VII - Technical Specification: Is the Performance Evaluation and Inspection document will be submitted during the Bid Opening?	The TWG replied that since GMSAI is among the current service providers of security services for PSALM Corporation, it is preferable that they submit the Performance Evaluation during the bid opening. Moreover, the TWG reminded Ms. Buenaobra to secure the said documents from AGSD prior to the scheduled Bid Opening, to provide ample time to review said evaluation.
Mr. Boyles	What will happen if they failed to disclose the passwords for their bids due intermittent or no internet connection?	The TWG replied that as per the guidelines provided in the Bidding Documents, the bidders are given three (3) times to provide the correct password(s) and/or three (3) attempts to open the bids. Failure to open the submitted bid documents after the said 3 attempts will render the bids as disqualified. Thus, the TWG reminded Mr. Boyles to secure a location with good internet connection in order to avoid being disconnected and prevent unlikely incident that will disqualify their bids.

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60 The BAC Chairperson then asked each representative of the Bidders for any other
61 questions or clarifications, to which all responded none.

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63 Moreover, the BAC informed the Bidders that in case they may have additional
64 inquiries and clarifications, they can send them through the official e-mail address of
65 the BAC Secretariat as indicated in the Bidding Documents.

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67 **3. Adjournment:**

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69 Thereafter, having no further clarifications from the Bidders and no other matters
70 to be discussed, the pre-bid conference was adjourned at 2:06 PM.

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Prepared by:


MARY GRACE E. CATARIN
BAC Secretariat Member

Reviewed by:


ROMMEL R. OIRA
BAC Secretariat Head

Approved by:


GLENN B. SANTOS
BAC Chairperson

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