

## BIDS AND AWARDS COMMITTEE

### MINUTES OF THE MEETING

Pre-Bid Conference, 10:00 AM, 27 September 2022  
Via Zoom APP, G/F AFAB Administration Building  
Mariveles, Bataan

**I. In Attendance:**  
**1. Bidders (via Zoom)**

No.	Name	Position
1.	Vanessa Esteban	The Alpha Enterprise
2.	Fernando Tamangon	51st Security Group
3.	Jemairen Pieco	People's International Enterprises Company
4.	Crisanta Dela Cruz	Securiforce Security Services Inc.
5.	Voiltaire Castro	Safety Protection Yielders Security Agency
6.	Glarybel Atok	ICT Security and Investigation Agency, Inc. (ISIAI)
7.	Ross Abril Rio	ISIAI
8.	Jovanie Beronio	Danitech Power System, Inc. (DPSI)
9.	John Laurence Barcibal	DPSI
10.	Antonio Yap Jr.	SM Security and Services, Inc. (SMSSI)
11.	Lolie Jordan	SMSSI
12.	Angelo Espiritu	Karpa II Security Services
13.	Camille Ayson	Commander Security Services, Inc. (CSSI)
14.	Jose Bernard Cofreros	CSSI
15.	Renato Nayan	R A Lanting Security and Investigation Agency (R A LSIA)
16.	Rizal Geronimo	R A LSIA
17.	Tito Alex Besinga	Brave Knights Security Agency, Inc.
18.	Margarita Villena	Arviter Top of the Line Security Investigation Specialist
19.	Anilin Medina	FBF Electric & Power Services, Inc. (FBF)
20.	Antonio Ruaya	FBF
21.	Jun Marigomen	Jedaric Chemicals Co Inc.
22.	Krishna Faye Obdin	Yellow Gold Construction
23.	Rian Cabildo	Saint Inc.
24.	Maj Rey Linaac	Telstar Security Agency

## 2. Bids and Awards Committee (BAC) / End-User-/ Observers

No.	Name	Position
1.	Charles M. Ramones	Chairperson
2.	Ma. Lourdes L. Herrera	Vice-Chairperson
3.	Cristina F. Rodrigo	Member
4.	Ramero S. Osorio Jr.	Member
5.	Maristella Katrina D. Garino	TWG Head (Infra)
6.	Mark Lester C. Quintana	Member
7.	Aubrey C. Naredo	Member
8.	Reylind C. Baluyot	Member (End-User)
9.	Carlo Leon B. Sadang	Member
10.	Gea Mae E. Domingo	Member
11.	Andrew M. Cunanan	Member
12.	Marry Grace T. Samson	TWG Head (Goods)
13.	Robinson A. Pajarillo	Member
14.	Aileen O. Saberdo	Member
15.	Clifford A. Fernandez	Member
16.	Eunice S. Fernandez	Member
17.	Benny R. Astrero Jr.	Member
18.	Raphael M. Gomez	Member
19.	Jazell R. Cañas	Member
20.	Gian Carlo T. Aquino	Member
21.	Efren Joe P. Millora II	BAC-Secretariat Head
22.	Maureen P. Camilo	BAC-Secretariat
23.	Dhane Ferl P. Peralta	BAC-Secretariat
24.	John Carlo L. Ramos	End-User
25.	Jhon Mark D. Dizon	End-User
26.	Kristel Shae M. Cabante	End-User
27.	Jomar S. Ebarido	End-User
28.	Juan Carlos V. Gonzales	COA/Observer

### II. Call to Order

After ascertaining that the members of the Bids and Awards Committee (BAC) had constituted a quorum and acting throughout, the BAC Chairperson called the pre-bid conference to order at 10:00 AM.

### III. Agenda of the Pre-bid Conference

- A. Call to Order
- B. Preliminary Remarks

- C. Presentation of the Projects:  
Competitive Bidding:  
 1. *Supply and Delivery of Chlorine Powder*  
 2. *Security Services for Areas of Responsibility (AORs) VI-XII Under AFAB*  
 3. *Upgrading of Power Supply: Dry Type Transformers for Phase I and Phase III*  
 4. *Upgrading of Power Supply: Two Sets of Generator Housing*
- D. Adjournment

**IV. Preliminary Remarks**

1. All prospective bidders, members of the BAC, the TWG, the Secretariat present, and the end-users were welcomed.
2. Ms. Dhane Ferl Peralta of the BAC-Secretariat presented the reminders to the prospective bidders to guide them in joining the public bidding at the Authority of the Freeport Area of Bataan (AFAB).
3. The procurement timeline for the project included in the pre-bid conference is as follows:

Activity	Date	Venue
Purchase/ Release of Bidding Documents	19 September – 12 October 2022 except weekends and holidays, 8:00 AM – 5:00 PM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Virtual Pre- bid Conference	27 September (Tuesday) 10:00 AM	Via Zoom App
Request for Clarification (Deadline)	30 September (Friday) 10:00 AM	Inquiries must be sent via e-mail to the BAC Secretariat (bac.secretariat@afab.gov.ph) or via a written letter
Deadline of submission of bids	12 October (Wednesday) 9:30 AM	Procurement Management Division, Ground Flr., AFAB Administration Building, FAB, Mariveles, Bataan
Opening of Bids	12 October (Wednesday) 10:00 AM	Mt. Mariveles Board Room, 2/F, AFAB Administration Building, FAB, Mariveles, Bataan

4. Bidders were informed that the bidding documents were available for free download at the Philippine Government Electronic Procurement System (PhilGEPS) and AFAB website (afab.gov.ph).
5. Payment is encouraged through online banking or bank deposit. For this purpose, prospective bidders must send a request to [bac.secretariat@afab.gov.ph](mailto:bac.secretariat@afab.gov.ph).

6. The common errors that bidders committed which resulted in the disqualification of their bid proposals and/or failure of bidding were discussed in detail:
  - a. Qualification Proofs, Certifications, Documentary Requirements, brochures stated in the project specifications were not included in the submitted bid documents
  - b. Submitted Single Largest Completed Contract (SLCC) is not similar to the Project
  - c. Not all ongoing projects is indicated in the *"Statement of All Ongoing Government And Private Contracts, Including Contracts Awarded But Not Yet Started"*
  - d. For Infrastructure projects, incomplete materials in the Detailed Estimate as required in the Plans and Specifications
  - e. Incomplete documents based on minimum checklist of requirements
  - f. Falsified Documents
  - g. Invalid Bid Security (lacking in amount or for bond, it was issued by a surety company under negative list by GPPB)
7. The bidders were reminded to review the technical/project specifications and to take note of the requirements and proof of qualifications that must be submitted.
8. It was also emphasized that the Pre-Bid Conference is the opportunity for the prospective bidders to clarify what would constitute similar projects as required for the project SLCC.
9. The BAC Secretariat stressed that the prescribed format for omnibus sworn statement and other forms in the Philippine Bidding Documents (PBD) must be followed.
10. The use of book tabs was highly encouraged for easy checking of the documents during the opening of bids. Page numbering was also recommended to prevent any instances of omission or insertion.
11. It was also stressed that the bidders are prohibited from communicating with any of the BAC Members, the TWG and Secretariat, and End-Users from bid opening to the issuance of the award.
12. The BAC-Secretariat discussed the items being checked by the TWG during the post-qualification which are the bidder's competency, imposition of liquidated damages and existing projects negative slippage, among others. The declared on-going projects will be checked whether it has negative slippage of at least fifteen percent (15%) in any one project or a negative slippage of at least ten percent (10%) in each of two (2) or more contracts. Bidders who incurred the said percentage of slippage will be automatically disqualified during the post-qualification.
13. The prospective bidders were also warned of persons and entities misrepresenting themselves as representatives of the AFAB and using the name of the Head of the Procuring Entity, for financial gain. Any similar communication or solicitation, for any purpose or activity or if any AFAB official or personnel initiates any act in violations of the Republic Act 6713 should be reported to FAB Coordination Center [askafab@afab.gov.ph](mailto:askafab@afab.gov.ph) or via landline at (047) 935-4004 local 8006 or 0917-326-9863 or Public Safety and

Security Department – Law Enforcement Division (047) 935-4004 local 82303 or 8206.

14. The requirement that upon receipt of the Notice of Award, the winning bidder shall register with the FAB Enterprise Department to become an accredited entity by the AFAB was also discussed.
15. Prospective bidders were reminded that winning bidders need to submit a performance security which is to remain valid for at least one (1) year after the contract time lapses or one year after the AFAB issues a Certificate of Final Acceptance, whichever comes later, pursuant to Section 39 of the revised IRR of RA 9184.
16. The BAC Secretariat reminded the prospective bidders of the minimum health protocols for AFAB Visitors which must be complied such as wearing of face masks.

**V. Presentation of the Project “Supply and Delivery of Chlorine Powder”**

1. Engr. John Carlo L. Ramos of the Freeport Facilities Department – Infrastructure and Maintenance Division presented the specifications of the project. The approved budget for the contract is Php 944,000.00 with a duration of 15 C.D. The fund source is 2022 MOOE.
2. Ms. Vanessa Esteban of The Alpha Enterprise wanted to confirm if accreditation can be done after or upon awarding of project. Ms. Peralta answered affirmatively.

**VI. Presentation of the Project “Security Services for Areas of Responsibility (AORs) VI-XII Under AFAB”**

1. Security Office V Jomar S. Ebarido of the Public Safety and Security Department – Law Enforcement Division presented the project specifications. The approved budget for the contract is Php 48,632,886.96 with a duration of 15 months. The fund source is 2022 MOOE.
2. Mr. Jose Bernard Cofreros of Commander Security Services, Inc. said that for the groceries and monetary considerations, they will just submit a notarized undertaking. He wanted to know how the cars, boats, canine dogs and other materials be validated during bid evaluation. Mr. Ebarido answered that for the motor vehicle, the registration shall be submitted as proof. While for the dogs, it must be certified by the PNP canine unit. There must be a proof that the dog is owned by the agency, or if not, a contract with the canine services provider.
3. Mr. Tito Alex Besinga of Brave Knights Security Agency, Inc. mentioned that in the presentation, it has been set that the minimum agency fee is 20%. He wanted to know if they are allowed to submit a bid in which the agency fee is more than 20%. Mr. Ebarido said that based on the cost distribution, it has been indicated that the agency fee is 20%. He added that if the bidder opts to increase the agency fee, it will affect the bidder’s financial proposal. He

suggested that having a flat rate of 20% is better so that they can also focus on the technical proposal which requires the bidder to have at least 25 points to be qualified.

4. Mr. Besinga also wanted to know if there is a possibility that the contract can be extended considering that it has been included in the merit system of the evaluation. Mr. Ebarido answered that the 15-month contract can be extended up to one (1) year at the discretion of the Head of Procuring Entity.
5. Also, Mr. Besinga requested for a specific description of a similar project. Mr. Ebarido answered that as long as it is security services, be it in the government or private sector, it can be considered as the SLCC.
6. Mr. Besinga wanted to know if they can consolidate their similar projects for years 2019, 2020 and 2021 to come up with the 50% of the ABC requirement since it has been stated in the guidelines to submit a SLCC completed in the last 3 years. Ms. Maureen Camilo said that based on Section 23.4.1.3 of the RIRR of RA 9184, *"The bidder should have completed at least two (2) similar contracts and the aggregate contract amounts should be equivalent to at least the percentage of the ABC as required above."*
7. Mr. Antonio Yap Jr. of SM Security and Services, Inc. sought clarification on whether the retirement payment which will be billed to AFAB included in the ABC or separate. Mr. Ebarido answered that the exact amount of the retirement benefit shall be given to the trust company once AFAB has made a payment. Hence, the security agency shall establish a retirement trust fund, and a proof must be submitted thereof.
8. Ms. Crisanta Dela Cruz of Securiforce Security Services Inc. asked about the terms of payment. Mr. Ebarido said that the billing statement shall be submitted by the security agency on a monthly basis which cannot exceed the agreed date of submission.
9. Mr. Angelo Espiritu of Karpa II Security Services wanted to know if there are other options when it comes to the form of the wage security. Mr. Ebarido answered that in the TOR, the wage security is in the form of the manager's check or cash.

**VII. Presentation of the Project *"Upgrading of Power Supply: Dry Type Transformers for Phase I and Phase III"***

1. Engr. Jhon Mark D. Dizon of the Freeport Facilities Department – Infrastructure and Maintenance Division presented the specifications of the project. The approved budget for the contract is Php 8,014,160.00 with a duration of 180 C.D. The fund source is 2023 IGF.
2. Mr. John Laurence Barcibal of Danitech Power System, Inc. wanted to know if it is possible that the items that requires delivery within the first two months be delivered all at once on the third month. Engr. Dizon answered that this shall be reviewed and included in the bid bulletin should there be changes.

3. Mr. Barcibal also asked if there is a specific core material of the 167 KVA transformer. Engr. Dizon said that there is a specified no load loss and load loss. However, there is no specific core material for the transformer.
4. Furthermore, Mr. Barcibal asked about the warranty of the item and the workmanship required. Engr. Dizon answered that the warranty of the item is five (5) years, while the workmanship is one (1) year.
5. Mr. Barcibal also confirmed if a certificate of availability of stocks is not needed if there are no stocks available. Ms. Camilo answered that the purpose of requiring the submission of certificate is to ensure that the bidder has available stocks on hand. Mr. Barcibal raised a follow-up question if this means that they should have the complete quantity of items on hand. Ms. Camilo said that the certification is the bidder's commitment that if the project is awarded to them, they will be able to provide the needed supplies, and this is also to avoid instances that the bidder will reason out that the items cannot be delivered due to unavailability of their supplier.
6. Mr. Barcibal suggested that for Bataan and selected areas, there are typical stocks that are used across the country. Ms. Camilo asked Engr. Dizon to take note of the suggestion of Mr. Barcibal, and determine which items need to be available right away. This will be further clarified in the bid bulletin.

#### **VIII. Presentation of the Project *"Upgrading of Power Supply: Two Sets of Generator Housing"***

1. Engr. Kristel Shae Cabante of the Freeport Facilities Department – Infrastructure and Maintenance Division presented the scope of work and plans of the project. The approved budget for the contract is Php 1,979,047.49 with a duration of 90 C.D. The fund source is 2023 IGF.
2. No questions were raised by the prospective bidders.

#### **IX. Closing Remarks**

1. Ms. Peralta reminded the attendees of the deadline for submission of inquiries. The response shall be via bid bulletin which will be posted in the PhilGEPS and the AFAB websites and will be sent to all prospective bidders who joined the pre-bid conference.
2. Ms. Peralta also reiterated that the deadline for the submission and opening of bids is strictly observed by the BAC.
3. The BAC expressed their gratitude to all the attendees and prospective bidders.


#### **X. Adjournment**

There being no other matters for discussion, the Pre-bid Conference was adjourned at 11:54 AM.

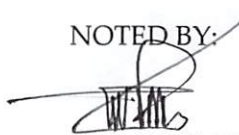
PREPARED BY:

  
**DHANE FERL P. PERALTA**  
BAC-Secretariat Member

CERTIFIED CORRECT BY:

  
**EFREN JOE P. MILLORA II**  
Head, BAC-Secretariat

NOTED BY:

  
**CHARLES M. RAMONES**  
Chairperson  
Bids and Awards Committee