



Philippine Economic Zone Authority

Bids and Awards Committee
3rd Floor PNOB Building 3, Energy Center, Rizal Drive, BGC, Taguig
Telefax No. 551-9587; e-mail: bac@peza.gov.ph
website: www.peza.gov.ph

MINUTES OF PRE-BID CONFERENCE

Present were:

BAC Vice-Chairman:	Atty. Jessica P. Palisoc
BAC Members:	Alex G. Bartolome Engr. Floriano D. Sarmienta
BAC Secretariat Members:	Ludwig O. Daza Tasneem C. AbdulRauf Nilda T. Lumapak Golda Mier B. Castelo
End-user representatives:	Christopher N. Ogali Milagros E. Cabauatan
COA observer:	John Paul C. Valdez

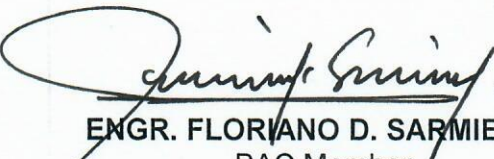
The **Pre-Bid Conference** for the **Procurement for Security Services Requirement of PEZA (PEZA-HO-2019-06)**, held at PEZA, 5th floor, PNOB Building 5, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City, was called to order at 2:18 p.m. on **22 April 2019**, and was presided by the BAC Vice-Chairman.

1. The BAC Vice-Chairman Atty. Palisoc introduced the BAC members, BAC Secretariat and representatives from end-user unit.
2. On the side of the interested bidders, there were six (6) representatives from four (4) security agencies. The observer present during the pre-bid conference was John Paul C. Valdez from COA.
3. Among the matters discussed by the end-user are the following:
 - a. Coverage and scope of the security requirements (*page 61*).
 - b. In case of wage increase by law, PEZA will also adjust the payment (*page 60*).
 - c. Request from the zone offices/zone managers needs prior approval from PEZA Head Office before addressing the said request (ex: additional guards).
4. In the discussion, the interested bidders and COA representative raised the following clarifications/questions:
 - a. *Whether or not educational attainment of at least two (2) year in college is a must?* Mr. Ogali and Ms. Cabauatan clarified that two (2) year college studies is a must and an existing requirement, since most of the PEZA guests are investors.

- b. *Will the winning bidder absorb some of the existing PEZA guards?* Mr. Ogali responded that it depends on the arrangement of the existing security guards with their current employer.
 - c. *Are the bidding documents downloaded online the same with what bidders will buy?* BAC members and Mr. Ogali responded in the affirmative.
 - d. *What is the work shift hours/schedule?* Mr. Ogali replied that it would be a 12-hours duty, since that arrangement will be cheaper for the government.
 - e. *The COA representative asked whether the two (2) years college studies means completed 2-year degree course or 2 years in college for a four (4) year degree course?* Mr. Ogali answered that it should be completed 2-year studies in college, regardless if it is a 2-year or 4-year degree course.
 - f. *The COA representative also asked what kind of status report would be submitted by the winning bidder? Does it have a template? When it would be submitted?* The representatives from Jantro, current security services provider of PEZA, replied that the status report they submit to PEZA every 1st week of the succeeding month has a template provided by PEZA police, the content of which are movement of goods.
5. The BAC Vice-Chairman reiterated that the address for **submission of the bids** is Philippine Economic Zone Authority, BAC Secretariat, 5/F, Bldg. 5, DOE-PNOC Complex, Rizal Drive, BGC, Taguig City.
 6. The **deadline for submission of bids is on May 6, 2019, 11:00 AM and opening of bids at 2 PM following the clock time at the 5/F, Bldg. 5.**

There having no other remaining topics for discussion, the Pre-Bid Conference was adjourned at 2:44 PM.


ATTY. JESSICA P. PALISOC
BAC Vice-Chairman


ENGR. FLORIANO D. SARMIENTA
BAC Member


ALEX G. BARTOLOME
BAC Member

(on leave)
ANITA C. ABAD
BAC Member