

Republic of the Philippines  
 Calamba Water District  
 Lakeview Subd., Halang, Calamba City  
 Tel Nos. (049) 545-1614; (049) 545-2863  
 Tel./ Fax (049) 545-9572  
 E-mail address: cwd\_bac@yahoo.com

**Minutes of the Pre-Bid Conference for the  
 Supply and Delivery of Security Services for the  
 Calendar Year 2020 (Bidding)  
 (CWD 46-2019) (ABC Php 5,798,160.00)**

Present were:

ENGR. JOSELITO A. GILLERA	----	BAC Vice Chairman
MR. EDWIN L. CARTAGO	----	BAC Chairman
MS. REMEDIOS L. MARFORI	----	BAC Member
MS. CARMELA M. ELEPAÑO	----	BAC Member
MS. MERCEDES A. CARREON	----	BAC Member
ENGR. ELIZALDY O. NOVILLOS	----	TWG Head
MR. RONNIE G. SIERVA	----	BAC Secretary

Absent:

MR. ALEX ESPIEL	----	CWD Association
-----------------	------	-----------------

End User/s:

1. MR. EDWIN L. CARTAGO	----	Administrative Department
-------------------------	------	---------------------------

Bidder/s:

1. MR. ARIEL P. SALONGA	----	Arviter Top of the Line Security Investigation Specialist
-------------------------	------	--

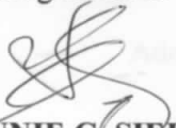
**1. I. BUSINESS MATTERS:**

2. There being a quorum, the **pre-bid conference for the Supply and Delivery of Security**
3. **Services for the Calendar Year 2020 (Bidding) (CWD 46-2019)** started at exactly
4. 03:05pm on October 10, 2019 at the 2nd Floor of CWD Warehouse Building, Lakeview
5. Subdivision Halang Calamba City, Laguna.

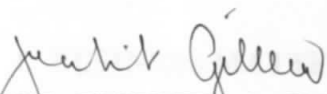
**6. MEETING PROPER**

7. Since the Chairman is still not around, Engr. Gillera being the Vice Chairman presided the
8. meeting.
9. The Officers and Members of the BAC were introduced by Engr. Gillera. The present
10. prospective bidder was acknowledged as well.
11. The body was notified that invitations were sent to the Commission on Audit, Laguna
12. Chamber of Commerce and Industry and Philippine Association of Detective and Protective
13. Agency Operators (**PADPAO**), Inc. to act as observers but no-one was present.
14. The prospective bidder was notified that one (1) copy of the original document and three (3)
15. copies of the original document with signature of the authorized representative on all pages
16. shall be submitted on or before the scheduled opening of bids.
17. It was also mentioned that 24 security personnel are required for the project.
18. Upon discussion of the technical specifications, the prospective bidder was advised to write
19. the Calamba Water District for the intent to conduct a site inspection.
20. On the cost breakdown – the Chairman has informed the body that the minimum percentage
21. under PADPAO rate shall be observed.
22. It was also explained that security personnel are not allowed to install or construct barracks
23. within CWD premises.
24. Moreover, it was mentioned that additional inquiries may be submitted by the prospective
25. bidder in writing within the prescribed period.
26. It was likewise clarified that in case of draw in the financial proposal, the BAC shall evaluate
27. the security plan and freebies being offered by the prospective bidders before officially
28. declaring a draw.
29. A toss coin however will be the means of tie breaker in case of draw as stated in RA 9184

- 30. and likewise the submitted security plan.
- 31. The prospective bidder was notified that a signed gate pass is being issued to concerned
- 32. CWD personnel in case of holiday/s or out of office hour activities.
- 33. Mr. Cartago has also cited that the training period of the security personnel is two (2) weeks
- 34. prior to posting; which shall be shouldered by the service provider.
- 35. In addition, it was mentioned by the Chairman that the new service provider will not be
- 36. allowed by CWD to absorb the existing personnel for security purposes.
- 37. Furthermore, Mr. Cartago has cited that only one (1) security officer/coordinator was
- 38. specified in the technical specifications. The service provider on the other hand shall provide
- 39. a head security guard as an additional officer/coordinator.
- 40. The prospective bidder has informed the body that they have no satellite office in Laguna.
- 41. There being no other matters to be discussed, the **pre-bid conference** for the **Supply and**
- 42. **Delivery of Security Services for the Calendar Year 2020 (Bidding) (CWD 46-2019)**
- 43. was adjourned at exactly 03:34pm.
- 44. I hereby certify to the correctness of the foregoing minutes.

  
**RONNIE G. SIERVA**  
 BAC Secretary

Noted by:

  
**ENGR. JOSELITO A. GILLERA**  
 BAC Vice Chairman

Cc: OGM \_\_\_\_\_

BOD \_\_\_\_\_