

Republic of the Philippines
 Calamba Water District
 Lakeview Subd., Halang, Calamba City
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**Minutes of the Pre-Bid Conference for the
 Supply and Delivery of Security Services for the
 Calendar Year 2020 (Rebidding)
 (CWD 51-2019) (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
MR. RONNIE G. SIERVA	----	BAC Secretary

Absent:

MS. MERCEDES A. CARREON	----	BAC Member
ENGR. ELIZALDY O. NOVILLOS	----	TWG Head
MR. ALEX ESPIEL	----	CWD Association

Bidder/s:

1. Maximum Security and Services Corporation	----	Ms. Alva L. De Guzman
2. Maximum Security and Services Corporation	----	Ms. Shaira Mae M. Rodriguez
3. Aaron Eagle Security and Investigation Agency, Inc.	----	Mr. Marcelino T. Masongsong

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 (Rebidding) (CWD 51-2019)** started at exactly
4. 09:36am on October 31, 2019 at the 2nd Floor of CWD Warehouse Building, Lakeview
5. Subdivision Halang Calamba City, Laguna.
6. Mr. Sierva led the Prayer asking for Divine Guidance.

7. Mr. Cartago being the BAC Chairman presided the meeting.
8. The ABC for the project and the scheduled opening of bids were mentioned by the Chairman.
9. The prospective bidders listed in the Philgeps DRL were likewise discussed.
10. The body was informed that invitations were sent to the Commission on Audit,
11. Laguna Chamber of Commerce and Industry and Phillipine Association of Detective and
12. Protective Agency Operators (PADPAO) Inc. to act observers to the proceedings but no one
13. attended meeting.
14. The present bidders were acknowledged by the Chairman. The BAC Officers and Members
15. were introduced as well.
16. The body was reminded that the scheduled opening of bids is November 12, 2019 @
17. 01:00pm.
18. The prospective bidders were also told that late bids will not be accepted; that the venue of
19. opening of bids is 2nd Floor CWD Warehouse Building.
20. The Chairman has cited that RA9184 is the basis of bidding for the project; that a pass/fail
21. criteria is strictly observed and presence/absence of a document is a ground for
22. disqualification.
23. Mr. Cartago has discussed that CCTV's shall be provided by the service provider on
24. strategic locations.
25. On the other hand, the body was notified that past and present suppliers/Contractors of
26. Calamba Water District are required to secure a certificate of completion with a very
27. satisfactory performance.
28. It was also clarified that a standard eligibility and technical documents are being required by
29. the BAC.
30. Upon deliberation of the technical specifications, the Chairman has informed that aside from

31. a security officer, the service provider must also assign one (1) security in-charged.
32. It was also cited that security guards are should not exceed 12 hours of posting.
33. Upon discussion of Clause 29.2 under the Bid Data Sheet, Mr. Cartago has informed that a
34. corresponding bid bulletin shall be issued by the BAC if so required.
35. The Chairman has also clarified that the BAC does not issue checklists to prospective
36. bidders since instructions are already indicated in the bidding documents.
37. It was also mentioned that other documents indicated in under clause 29.2 will be required
38. from the Lowest Calculated Bidder.
39. While, documentary requirements under Clause 32.4 (f) of Bid Data Sheet shall be required
40. from the Lowest Calculated and Responsive Bidder.
41. The prospective bidders were instructed to coordinate with the BAC Secretariat for the
42. schedule of site inspection.
43. The Chairman has told the body that a corresponding bid bulletin shall be issued by the BAC
44. regarding the required training days and the number of CCTV's upon thorough checking.
45. On the other hand, Mr. Cartago has informed the prospective bidders that the security plan
46. shall be a primary basis of breaking a tie. While toss coin shall be observed as final tie
47. breaker.
48. Additionally, the existing service provider was told that in case the project will be awarded to
49. them once again, CWD will no longer absorb the existing security guards due to security
50. reasons.
51. Finally, the prospective bidders were reminded that one (1) original copy and three (3) copies
52. of the original documents with signature on every page by the authorized representative shall
53. be submitted on or before the scheduled opening of bids.

- 54. There being no other matters to be discussed, the **pre-bid conference** for the **Supply and**
- 55. **Delivery of Security Services for the Calendar Year 2020 (Rebidding) (CWD 51-2019)**
- 56. was adjourned at exactly 10:15am.
- 57. I hereby certify to the correctness of the foregoing minutes.


RONNIE G. SIERVA
BAC Secretary

Noted by:


MR. EDWIN D. CARTAGO
BAC Chairman

Cc: OGM _____

BOD _____