

MINUTES OF THE MEETING

Procurement Project:	Procurement of Security Services for the Department of Foreign Affairs for CY 2019
Activity Conducted:	Pre-Bid Conference
Date and Time:	15 November 2018; 2:00 p.m.
Venue:	BAC Conference Room, 12 th Floor, DFA Main Bldg.

ATTENDEES

BAC MEMBERS

IMELDA M. PANOLONG	Chairperson
FERDINAND P. FLORES	BAC Member
GRACE ANNE G. BULOS	BAC Member
TEDDY EDMUND T. PAVON	BAC Secretariat Head
RAYMUND G. TOLEDO	End-User Representative
JORGE ARJONA	End-User Representative
FLORENCIO ILAGAN Jr.	End-User Representative
DENNIS CRUZ	End-User Representative

BAC SECRETARIAT

ARIEL O. ESPARTO	Member
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The Pre-bid conference for the Department of Foreign Affairs' procurement of Security Services for CY 2019 with an Approved Budget for the Contract of One Hundred Thirty-Seven Million One Hundred Sixty-Six Thousand Two Hundred Pesos (Php 137,166,200.00) was held at the BAC Conference Room at 15 November 2018 and presided by BAC Chairperson Imelda M. Panolong. The pre-bid conference started at 2:15 pm when a quorum was declared.

In attendance were representatives of the following prospective bidders:

1. NC Lanting Security Agency
2. Green Leaf Security Services, Inc.
3. Care Best International Security Services, Inc.

For the information of the prospective bidders in attendance, the BAC Secretariat facilitated the discussion of the requirements of the Technical Specifications for the project, as indicated in the Bidding Documents. Discussions on the specific requirements were provided by the End-user representatives and members of the BAC. Specifically, it was reminded to the potential bidders that since this is an early procurement process, any award will only be made after the signing of the 2019

General Appropriations Act (GAA), which may be released by the end of the year. The Department is conducting the bidding process in order for this project to begin as soon as the GAA is approved.

It was clarified that the Certificate of Compliance on General Labor Standards and on Occupational Safety and Health Standards per DOLE DO No. 131 s. 2013 will no longer be required.

Prospective bidders also requested the end-user for a copy of the format in the computation of ABC for their reference. End-user also intends to consider the suggestion of BAC members to verify whether or not to include in the Technical Specifications the provision of security personnel at the Department's properties in Legazpi and Cagayan De Oro.

In this regard, the end-user intends to issue a supplemental/bid bulletin amending the technical specifications.

Reminders for the preparation of Bid Documents were also given to the bidders in attendance, in order to ensure that the prospective bidders can fully comply with the documentary requirements for the bid. After the reminder on the dates for the Deadline and Opening of Bids, the Pre-Bid Conference was adjourned.