

**Republic of the Philippines
Department of Foreign Affairs
Bids and Awards Committee (BAC)**

MINUTES OF THE MEETING

Procurement Project: Security Services for CY 2020
Activity Conducted: Pre-Bid Conference
Date and Time: 10 March 2020; 10:00 A.M.
Venue: BAC Conference Room, 12th Floor, DFA Main Bldg.

I. ATTENDEES

BAC MEMBERS

Ms. Imelda M. Panolong	Chairperson
Ms. Kristine Margret M. Malang	Vice-Chairperson
Ms. Rowena F. Mutia	Alternate Member
Mr. Juan Dayang	End-User Representative (ISU)
Mr. Ricardo R. Aragon	End-User Representative (ISU)
Ms. Kristine Dungao	End-User Representative (ISU)

BAC SECRETARIAT

Mr. Teddy Edmund T. Pavon	Head
Mr. Linoernbar D. Blanco	Member
Ms. Micaella J. Tobias	Member

BIDDER/S

Mr. Gino Orteza	NC Lanting
Mr. Dennis Derecho	NC Lanting
Mr. Edgar Pagpagitav	Achievers Security Agency Philippines

II. CALL TO ORDER

The meeting was called to order at 10:10 a.m. upon confirmation of a quorum by the BAC Secretariat.

III. POINTS DISCUSSED / ACTIONS TAKEN

- The Chairperson introduced the attendees and two (2) potential bidders namely, NC Lanting and Achievers Security Agency Philippines.
- The Committee went through the Terms of Reference for the Procurement of and Security Service for CY 2020 with an Approved Budget for the Contract (ABC) of One Hundred Sixteen Million Two Hundred Sixty-Eight Thousand Sixty-Nine Pesos and Fifty-Seven Centavos (PhP 116,268,069.57)

- The Committee discussed the CCTV cameras in OCA-Aseana. The End-User from the DFA OCA-Aseana requested for additional quantities of the CCTVs.
- The End-User will re-evaluate the Terms of Reference and will post a Supplemental / Bid Bulletin if changes are made.
- The schedule of activities will be as follows:
 - Submission and Receipt of Bids – 23 March 2020, 9:00 a.m.
 - Bid Opening – 23 March 2020, 10:00 a.m.
 - Post-Qualification – 25 March 2020, 10:00 a.m.

IV. ADJOURNMENT

There having been no other remaining matters to be discussed, the Chairperson thanked everyone and adjourned the meeting at 10:43 a.m.

Minutes taker: **Ms. Micaella J. Tobias**
BAC Member

Noted by: **Mr. Teddy Edmund T. Pavon**
BAC Secretariat Head