



SUPPLEMENTAL/BID BULLETIN NO.1

This Supplemental/Bid Bulletin is issued to modify, amend or clarify items in the Bidding Documents for the project: **"Contracting the Services of Seventy Seven (77) Private Security Agency Guards (Re-bid)"**. This shall form an integral part of the bidding documents for the above-mentioned project.

I. All bidders are instructed to strictly follow or use the revised Standard Cost Distribution form found below, as part of the Financial Component.

STANDARD COST DISTRIBUTION "Contracting the Services of Seventy Seven (77) Private Security Agency Guards (Re-bid)"

Daily Rate (8hrs Duty)	510.00	460.00
No. of Guards	9.00	68.00
Basic Salary Per Month	16,762.00	15,118.67
Overtime Pay for additional 4 hours duty	10,696.36	9,647.70
Night Differential (<i>Article 86 of the Labor Code</i>)	558.73	503.96
13 Month Pay (<i>DOLE Handbook on Workers' Statutory Monetary Benefits</i>)	1,292.71	1,165.97
Service Incentive Pay	212.50	191.67
Uniform Allowance (<i>R.A 5487</i>)	100.00	100.00
A. TOTAL AMOUNT DIRECTLY TO GUARD	29,622.30	26,727.96
Retirement Pay (<i>DOLE Handbook on Workers' Statutory Monetary Benefits</i>)	956.25	862.50
SSS Premium, 4.5% premium (<i>per SSS Circular No. 2022-033</i>)	1,900.00	1,900.00
PhilHealth Contribution , 4% premium (<i>Circular No. 2019-0009</i>)	310.25	279.83
WISP - Workers' Investment and Savings Program (<i>per SSS Circular No. 2022-033</i>)	902.50	617.50
State Insurance (<i>per SSS Circular No. 2022-033</i>)	30.00	30.00
Pag-Ibig Fund (<i>RA 9679</i>)	100.00	100.00
B. TOTAL AMOUNT TO GOV'T IN FAVOR OF GUARD	4,199.00	3,789.83
C. TOTAL AMOUNT TO GUARD AND GOVERNMENT (A+B)	33,821.30	30,517.79
D. ADMIN. OVERHEAD AND MARGIN (C x 20%)	6,764.26	6,103.56
E. VAT (D x 12%)	811.71	732.43
F. TOTAL ADMIN OVERHEAD MARGIN AND VAT	7,575.97	6,835.98
TOTAL AMOUNT RATE PER GUARD PER MONTH FOR TWELVE (12) HOURS (C+D+E)	41,397.27	37,353.77
TOTAL NUMBER OF GUARDS	9.00	68.00
TOTAL COST PER MONTH	372,575.43	2,540,056.36
TOTAL (Cost per month x 10 months)	3,725,754.30	25,400,563.60
TOTAL COST FOR 10 months		29,126,317.90



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- II. Please be informed that Article 13: Duration of the Contract of the Technical Specifications, found on page 42 of the bidding documents, shall read as follows: "The Contract shall be for a period of ten (10) months, commencing from 01 March 2023 until 31 December 2023".
- III. Below were the queries and/or requests for clarification from the prospective bidders during the Pre-bid Conference of the said project held on 30 January 2023, as well as the corresponding remarks or instructions made by the Bids and Awards Committee (BAC) members and Office of Prime Responsibility (OPR):

No.	Queries/Clarifications	Remarks from the BAC and OPR
1	<p>Queries and/or requests for clarification from Mr. David I. Balaong Jr. of 888 Gallant Security Services Corporation.</p> <p>Regarding Section II: Instruction to Bidders, Item 15: Sealing and Marking Bids of the Bidding Documents, which states that "Each Bidder shall submit one copy of the first and second components of its Bid." I would like to clarify if we are not required to submit Copy 1 and Copy 2.</p> <p>Clarification on the presented revised format for the Standard Cost Distribution, will the BAC issue a Supplemental/Bid Bulletin for the said revision.</p> <p>Further question or clarification on Article 7: Equipment and Materials of Section VII: Technical Specifications, particularly the requirement on vehicle and motorcycles to be provided by the winning bidder, which states that said vehicle and motorcycles must be 2020 year model or newer.</p> <p>The usual serviceability of vehicles is five (5) years, may I request the BAC to consider 2018 year model and above or newer and that its usability shall inspected and certified by the chief mechanic of CIAC.</p>	<p>Bidders are required to submit one (1) original and two (2) copies of the first and second components of its bid which shall be signed or initialed on each and every page thereof by the duly authorized representative/s of the Bidder.</p> <p>Please refer to the Standard Cost Distribution form found on Item I, page 1 of this Supplemental/Bid Bulletin.</p> <p>Yes, 2018 year model and above shall be considered. Thus, the <i>Note</i> on Article 7: Equipment and Materials of Section VII: Technical Specifications shall be amended as follows:</p> <p>NOTE:</p> <ol style="list-style-type: none"> 1. All equipment above shall be in good operational condition, and must pass the testing of the SD prior to the contract implementation. 2. Vehicle and motorcycles to be provided by the winning bidder must be at least 2018 year model or newer. Said vehicle and motorcycles shall undergo inspection and certification by the chief mechanic of CIAC that it is in good condition shall be required prior to utilization. <p>Moreover, please be reminded that, as stated in Article 8: Other Requirements</p>

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	<p>Lastly, regarding the <i>Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.</i> Unlike in the <i>Statement of the Bidder's Single Largest Completed Contract (SLCC)</i>, the BAC required to attach supporting documents. In page 58, <i>Statement of the prospective bidder of all its ongoing government and private contracts</i> form, there are no attachments listed. Are we required to attach documents such as contract agreement to support our on-going contracts.</p>	<p>Conditions of Section VII: Technical Specifications, availability of pertinent documents such as purchase order, proof of ownership, licenses, etc., for all tools and equipment stated on Article 7 shall be submitted during the post-qualification and evaluation process and should be within seven (7) calendar days from receipt of the Notice of Lowest Calculated Bid from CIAC-BAC.</p> <p>Supporting documents are not required to be attached in the <i>Statement of the prospective bidder of all its ongoing government and private contracts</i> form. However, supporting documents shall be subject to verification during the post-qualification process.</p>
<p>2</p>	<p>Queries and/or requests for clarification from Mr. Louie B. Del Mundo of Stelsen Security Agency Corporation.</p> <p>We have no questions so far, it is clear to us that the number of days used is 394.40. So, if there would be additional local holidays with your Region, we would like the BAC to confirm if we are going to issue a separate billing the said holidays.</p> <p>Following the prescribed Standard Cost Distribution form, all bidders who passed the Eligibility and Technical requirements will have the same bid offer. May we know how the CIAC-BAC will determine the winning bidder.</p> <p>Regarding the SLCC form, are we required to attach the Notice of Acceptance as supporting document for our completed contract?</p> <p>Lastly, where can we purchase the bidding documents? Still in CIAC?</p>	<p>Yes, a separate billing is needed from the service provider. Corresponding payment for additional local holidays, if any, will be processed accordingly.</p> <p>As stated on Article 15 of Section VII: Technical Specifications of the Bidding Documents, in the event where two or more bidders, after undergoing post-qualification, were determined and declared as the Lowest Calculated and Responsive Bidders (LCRB), the CIAC-BAC shall implement a tie-breaking method, as prescribed under GPPB Circular No. 06-2005, by drawing of lots.</p> <p>The supporting document required as attachment of the SLCC form is <i>Certificate of Acceptance or Official Receipt/s or Sales Invoice/s issued by the owner.</i></p> <p>Yes. A complete set of Bidding Documents may be acquired until the deadline for the Submission of Bids thru the CIAC BAC Secretariat Office, CIAC Corporate Office Bldg. or either thru direct deposit or bank transfer to any CIAC bank accounts. The CIAC shall allow the bidder to present its</p>

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		<p>proof of payment for the bidding document fee in person or through electronic means.</p> <p>CIAC Bank details for direct deposit or bank transfer:</p> <ol style="list-style-type: none"> 1. Development Bank of the Philippines-Clark <u>US Dollar</u> Account No.: 01-5-00015-581-9 Swift Code: DBPHPHMM <u>Peso</u> Account No.: 00-0-06121-581-5 2. Land Bank of the Philippines-Clark <u>US Dollar</u> Account No.: 1584-0026-26 Swift Code: TLBPPHMMXXX <u>Peso</u> Account No.: 1582-1023-05 3. United Coconut Planters Bank- Clark <u>Peso</u> Account No.: 20248-000093-2 <p>Note:</p> <p>To process the Official Receipt, please provide us with scanned copy of the validated deposit slip or snapshot of the fund transfer by sending an email to ciac_bacsecretariat@yahoo.com or bacsecretariat@ciac.gov.ph.</p>
3	<p>Query and/or request for clarification from Ms. Aiko Torralba of World Cup Security Services, Inc.</p> <p>Since we were not able to join in the previous bidding of the said project, are we required to conduct a security survey or not?</p>	<p>Survey is not required.</p>
4	<p>Query and/or request for clarification from Ms. Roseann Dela Cruz of Bestguards Security Services Phils. Inc.</p> <p>Since we are already here in Clark, we are interested to conduct a security survey before we purchase the bidding documents. May we know the contact person in-charge for the ocular.</p>	<p>All prospective bidders who wish to conduct an ocular or survey may proceed to the CIAC Security Department and look for Mr. Reynante S. Nanquil or Mr. Chito De Mesa.</p>

IV. Additional reminders and clarifications to all prospective bidders:

1. The deadline for the Submission of Bids is on **February 13, 2023 (Monday)**. Bids must be duly received by the CIAC Records Management Office located in the CIAC Corporate Office Building **not later than 2:00 p.m.** Late bids shall not be accepted.
2. The Opening of Bids shall be conducted at **2:15 p.m. of February 13, 2023 (Monday)** at the CIAC Board Room, Corporate Office Building, Civil Aviation Complex, Clark Freeport Zone and thru video conferencing using Zodm

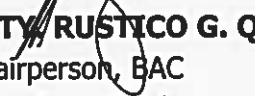


Application. Only one (1) representative for each bidder shall be allowed to attend the opening of bids physically onsite. Provided, that said representative shall present a Negative Antigen Test Result taken within 24 hours from the date of the Opening of Bids and shall be required to wear a face mask while within the Corporate Office Building. For bidders who shall attend the opening of bids thru video conferencing, they are advised to indicate their Company Name and Full Name as their username for proper identification.

3. Bidders are required to submit one (1) original and two (2) copies of the first and second components of its bid which shall be signed or initialed on each and every page thereof by the duly authorized representative/s of the Bidder.
4. Prospective bidders are reminded that a suspended or blacklisted supplier, contractor or consultant shall not be allowed to participate in all procurement opportunities of the government for the duration of the suspension or blacklisting, regardless of the modality of procurement employed by the procuring entity.
5. Bid envelopes that are not properly sealed and marked shall be accepted provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume **no responsibility** for the misplacement of the contents of the improperly sealed or unmarked bid, or for its premature opening.
6. Should a bidder decide **not to submit** a bid, said bidder should justify in writing to the BAC the reason for the non-submission. This provision is applicable to companies who have purchased the bidding documents for the said project. Pursuant to Section 69.1 of the Revised of IRR of RA No. 9184, sanctions shall be imposed to the bidder who habitually withdraws from bidding, submits late bids or patently insufficient bids for at least three (3) times within a year, except for a valid reason.
7. Note: Caution to prospective bidders, should there be individuals posing in behalf of the CIAC-BAC and TWG as agents or fixers, the same should be reported to the CIAC-BAC immediately. This shall not be tolerated by the CIAC-BAC. The bidding shall be conducted impartially and fairly and no favoritism shall be extended to any prospective bidder or bidder. For as long as the same submits complete requirements, the said bidder shall be qualified.

The CIAC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For the guidance of all concerned.


ATTY. RUSTICO G. QUIZON III
Chairperson, BAC
Issued on: 6 February 2023

