

North Luzon Railways Corporation  
3rd Floor Engineering Building  
Metropolitan Waterworks and Sewerage  
System (MWSS) Compound, Katipunan Road,  
Balara Filter, Pansol, Quezon City  
Tel No.: (632) 709 1150-54 www.northrail.com.ph

## BIDS AND AWARDS COMMITTEE (BAC)

### NOTICE TO PROSPECTIVE BIDDERS

#### BID BULLETIN No. 1

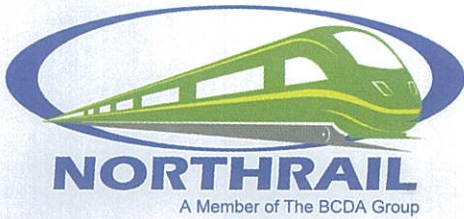
Subject: **MINUTES OF THE PRE-BID CONFERENCE**  
Project: **PROCUREMENT OF NORTHRAIL SECURITY SERVICES FOR CY2018-2019**  
Date: **11 SEPTEMBER 2018**

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Attached for your information is the Minutes of the Pre-Bid Conference held on 07 September 2018.

**ATTY. MARIA FE S. MORENO-LAGDAN**  
Chairperson, BAC

**Note: This Bid Bulletin No. 1, as well as all other Bid Bulletins, must be included in the submission of Bid Documents. Failure to comply shall be ground for disqualification**



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**Pre-Bid Conference for Security Services**  
**07 September 2018 / 10:00am**

**Present:**

Bids and Awards Committee

- |                              |   |                         |
|------------------------------|---|-------------------------|
| 1. Maria Fe S. Moreno-Lagdan | - | Chairperson             |
| 2. Reynaldo D. Carlos        | - | Acting Vice-Chairperson |
| 3. Anita G. Menor            | - | Member                  |
| 4. Gil D. Sunga              | - | Member                  |

Technical Working Group

- |                          |   |        |
|--------------------------|---|--------|
| 1. Pio C. Asuncion III   | - | Head   |
| 2. Jonabelle F. Hipolito | - | Member |
| 3. Florante G. Alfonso   | - | Member |

Secretariat

- |                       |   |        |
|-----------------------|---|--------|
| 1. Rowena G. Cruz     | - | Head   |
| 2. Sheryl G. Bautista | - | Member |
| 3. Jose C. Conchina   | - | Member |

End-User Representative

- |                           |   |                                       |
|---------------------------|---|---------------------------------------|
| 1. Jesus Demetrio V. Batu | - | AVP, Administrative Services Division |
|---------------------------|---|---------------------------------------|

Prospective Bidders' Representatives (See Attached Attendance Sheet):

- |                    |   |                              |
|--------------------|---|------------------------------|
| 1. Erick Tolentino | - | DBP SC                       |
| 2. Joel De Leon    | - | DBP SC                       |
| 3. Claire Martin   | - | Black Water Security Service |

**Call to Order:**

The Pre-Bid Conference was called to order by the BAC Chairperson Atty. Maria Fe S. Moreno-Lagdan at 10:30 a.m.

The Chairperson introduced the members of the Bids and Awards Committee (BAC), the Technical Working Group (TWG), and the Secretariat. She also acknowledged the presence of the representative/s from the prospective bidders.

BAC Chairperson Atty. Lagdan explained the requirements of this particular procurement of security services for CY 2018-2019.

**Highlights of the Meeting:**

**1. PADPAO Rate for Region III -20**

The representative of DBP SC inquired about the PADPAO rate used in the computation of Cost Distribution per Month – Region 3 rate, referred in "Annex B". DBP SC cited that there is already a new wage order released in August 2018 per DOLE Wage Order No. RB III-21 while Annex B showed that DOLE Wage Order No. RB III-20 is used.

The BAC replied that the basis in the computation of Cost Distribution per Month – Region 3 rate is the existing PADPAO rate for Region III. Since, PADPAO has not issued a new rate based on the new wage order per WO No. RB III-21 issued by DOLE in August 2018, existing PADPAO rate for Region III under **WO No. RB III-20** is used as reference.

**2. Twenty percent (20%) Administrative Cost**

DBP SC inquired about the computation of Administrative Cost. The bidder cited the DOLE DO150-16 which they follow.

The BAC replied that as per RA 9184, there is no floor or minimum bid price.

As explained by the GPPB in NPM 120-2016, in response to the query raised by the Land Transportation Office (LTO) Region regarding the application of DOLE DO 150-16, the 20% administrative fee imposed under DOLE DO 150-16 is similar with the 10% administrative fee imposed under DOLE DO 18-A, in that, both fix a floor price on Service Agreements which run counter to the provision of Section 31 of Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations which state:

"There shall be no lower limit or floor on the amount of the award."

**3. Cost Distribution per Month – Region 3 Rate**

DBP SC also asked about the 1.5 multiplier used in the computation of Cost Distribution per Month for 12 hours work/day wherein PADPAO already provided the rate for 12 hours work/day in the Cost Distribution Per Month Table.

NORTHRAIL end-user explained that there is no difference between the PADPAO rate in the 12 hours work/day in the distribution table and the computation of minimum contract rate for 8 hours work/day multiplied by 1.5.

**4. Transportation Equipment & Fuel Expenses**

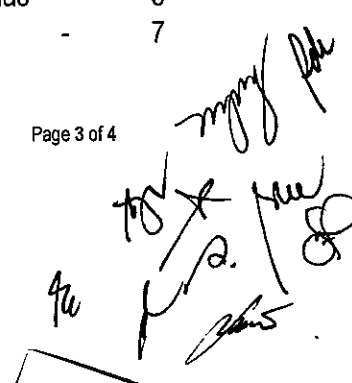
The representative from DBP SC, Mr. Joel De Leon, inquired about transportation equipment to be used. He also mentioned that as per DOLE DO 150-16, the cost of gasoline will be charged to the principal.

AVP JDVBatu, end-user representative, clarified that the transportation equipment to be deployed during the contract period will be parked in Malolos PNR Station and will be used 3 times a month for inspection in the area of responsibility as specified in the bidding documents, Section VII, Technical Specifications.

Fuel and other related expenses shall be provided by the Security Agency.

Mr. Batu also mentioned the number of guards to be deployed:

- Malolos Old PNR Station - 5
- Harmony Hills, San Jose del Monte and Loma de Gato, Marilao - 3
- NORTHRAIL Corporate Office - 7



The BAC Chairperson explained further that the abandoned properties in Harmony Hills are not integral or adjacent to one another although located within the same area. The abandoned properties have to be secured to avoid illegal entry, intrusion and damage to property.

## 5. Schedule of Activities

For the schedule of procurement activities, BAC Chairperson informed the bidder that it is already posted. She reiterated that the opening of bids shall be on **19 September 2018 at 9:30 a.m.** Deadline of submission of bids will be at **9:00 a.m.**

Black water representative, Ms. Claire Martin asked for the schedule of site inspection.

BAC Chairperson said that the site inspection is scheduled on **12-13 September 2018.** It will push through as scheduled.

## 6. Bid Price

There will be **no minimum bid price** required for purposes of bidding.

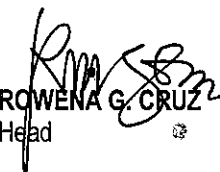
### Adjournment:

BAC Chairperson Atty. Lagdan asked the bidder's representatives if they have any more clarificatory questions for the purpose of the said bidding. And since the bidders have no further question to be raised, the conference was adjourned at 11:30 a.m.

Prepared by:  
BAC SECRETARIAT

  
SHERYL G. BAUTISTA  
Member

  
JOSE C. CONCHINA  
Member


  
ROWENA G. CRUZ  
Head

Certified Correct:

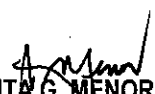
TECHNICAL WORKING GROUP


  
PIO C. ASUNCION  
Head

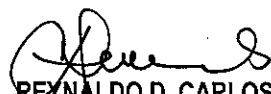
  
FLORANTE G. ALFONSO  
Member


  
JONABELLE F. HIPOLITO  
Member

BIDS & AWARDS COMMITTEE

  
ANITA G. MENOR  
Member

  
GIL D. SUNGA  
Member

  
REYNALDO D. CARLOS  
Acting Vice-Chairperson

  
MARIA FE S. MORENO-LAGDAN  
Chairperson