

**PROJECT: THREE (3) YEAR CONTRACT FOR SECURITY SERVICES FOR MAIN OFFICE, EDSA LOT, POEA, NCR PROPERTIES AND NCR OPERATIONS GROUP**

**QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:**

	<b>Query/Clarifications</b>	<b>TWG/BAC Reply</b>
1	May we know the schedule of the survey required?	<ul style="list-style-type: none"> <li>- Anytime before the deadline of submission of Bids on the following:</li> <li>- Lot 1: SSS Main Office and EDSA Lot</li> <li>- Lot 2: SSS Makati Ayala Building and Bagbag Warehouse</li> <li>- Lot 3: Antipolo, Pasig Pioneer, and Mandaluyong Shaw</li> <li>- Lot 4: Manila, Welcome and Pasay Taft</li> </ul> <p>Authorization Form No. 13 is available at Security Department.</p>
2	We (Gold link Security) are qualified to bid for the entire project, will we be allowed to bid to any of the breakdown, lot 1 to lot 4 or any combination?	YES.
3	Will the bid for the entire project with breakdown of several lots get preference against stand-alone individual bids per lot?	We do not give preference. All will be treated equally.
4	Will you provide us with SSS excel template for forms 2, 3, and annex A	YES.
5	What is the average number of days that we will be using in the computation?	<p>394.4 days.</p> <p>The average number of days per year according to the data supplied by the Department of Labor and Employment (DOLE). (Form No. 3)</p>

6	<p>What are the considerations in computing the SSS contributions?</p> <p>Are the 13<sup>th</sup> month pay and retirement benefits included?</p>	<p>Gross monthly compensation for SSS contribution.</p> <p>Excluding 13<sup>th</sup> month and retirement benefits.</p>
7	Do you provide allowances for security officers?	NO.
8	Will the bidder require a copy of the security service contract with its clients for both existing and completed projects?	We will only require a copy of the security service contract in the Single Largest Completed Contract (SLCC).
9	<p>When is the schedule of the Site Inspection Survey?</p> <p>Are we required to visit all areas?</p>	We will just provide you with offices/branches that you will inspect.
10	<p>Do you have preferred specifications for vehicles or motorcycles?</p> <p>Is it all brand new?</p> <p>Is provisions of fuel, registration, and preventive maintenance billable?</p>	<p>NONE.</p> <p>The required vehicle shall not be older than the year 2020.</p> <p>NO.</p>
11	Why is there no provision for uniform allowance in the standard computations in all forms?	Uniform allowance shall be on account of the security agency.
12	For your requirement of protection agent (PA), if in case we win the bid, and we are not yet authorized to deploy PA, can we be allowed to deploy guards?	NO. Protective Agent (PA) is only required in Lot 1-Main Office. It is a mandatory requirement.
13	Should we have to submit an original copy of performance evaluation in support of List of on Going and Completed projects?	Original copies are required.
14	Do we compute in 1 year or 3-year budget for our financial proposal?	Financial Proposal shall compute based on the one (1) year budget then multiply by three (3) years.
15	If we will consider 3 years, there might be some variable changes like increased standard number of	During contract implementation if any applicable new laws, ordinances, regulations, or other acts of the GoP,

	working days, increased contributions, etc, it may not be a representative for the 3-year computations.	contract price adjustment shall be adjusted accordingly.
16	Regarding administrative fee, under your matrix, there is 20-22%, meaning you are asking of an administrative fee of 22% and not under 20%?  As per the new law, 11917, the minimum Admin fee states that it should not be lower than 20%, does it mean we can no longer bid lower than that?	Not lower than 20%, not higher than 22%
17	It was discussed a while ago that we should submit a computation of 1 year. Should we also include the three-year total in the bid forms?	NO. One (1) year.
18	In form number 3.2, under NCR north, total amount is different from NCR East? Should they have the same amount?	Already adjusted.
19	Regarding performance evaluation, our other clients have their own form and they issue every quarter. It means, the next issue will be on June. Can we just use the Performance Evaluation that was issued before?	SSS Annex F-1 should be submitted/used by all the bidders for the performance evaluation.
20	We have a client that doesn't issue certification with ratings and they will not also fill up this form. How do we go about this?	This is a requirement by SSS.
21	If ever we bid on all the lots, how do we compute for the Single Largest Completed Contract (SLCC)?	It is fifty percent (50%) of the Approved Budget for the Contract (ABC) per lot. If the bidder will bid for all the lots, the highest of which can already comply with the lot with lower ABC. Just indicate in your documents of SLCC "applicable for lots 1-4" so we can consider that documents that it is a submission for all the lots.
22	Clarification on form no. 2, any bid exceeding the ABC of 57M per year below shall not be accepted?	It is supposed to be per year and "below" is just a typo error.

23	Clarification on the performance evaluation, you said that an original copy is needed. Can we consider an email copy for this requirement?	YES. The body content of the email can be accepted, but Annex F-1 is subject for verification.
24	Regarding PNP (SOSIA) certification, 5-year experience, we have a case that was issued last June 20, 2022. Can we use this certificate, or should we request a new one?	YES, we require a new/latest certification from SOSIA.
25	Relative to that certificate, will it suffice if the agency will just submit their LTO for the last five years and would not make any certification because permit to operate will be the evident that the agency exists for the last five years rather than the certificate from SOSIA?	Our requirement is a <b>CERTIFICATE</b> from SOSIA that it is engage in the business for five years.
26	Clarification on the F.1 Form, we have been receiving performance evaluation from our clients this May and others are still coming in. Do we need to ask again for our Form 1? Our fear is that they may not issue another one since they just provided us.	Annex F-1 must be filled out and should be submitted to SSS.
27	We have a certificate on satisfactory performance from SSS, can we use it?  We have an F1 form from SSS from last year's bidding, can you consider it?	It should be the latest performance evaluation (Annex F-1).  NO. SSS will only accept the updated/latest F1.
28	Regarding performance, we should be submitting the on-going clients?	Include also the completed.
29	If we have twenty clients, are we going to submit twenty performance evaluation too?	YES.
	If we started ten years ago, do we submit the performance evaluation for ten years?	Only the Single Largest Completed Contract for the last 5 years.
30	Can we submit just one bidding document then financial proposal is separated for each lot?	No. Technical and Financial Documents must be submitted on a per lot basis. Please refer to the checklist stated in the Bid Bulletin pages 2&3.

31	Can we submit a scanned copy that our client sent us via email?	Yes, just include the body of the email.
32	On the F1, we have an SSS client (Davao 1 & 2, Zamboanga & Cebu Central), where should we request for the evaluation, in the main office or in the branch?	In the Division offices (Per lot).
33	With the ongoing contracts, should we attach supporting documents or just the matrix?	NO, just the list of on-going contracts but you should also attach the Annex F-1 at the technical specifications
34	Are all the branches under these four lots already existing or we have branches that will open soon?	All branches are existing, no branches will be open soon.
35	The number of personnel per lot, is there a possibility that it will decrease upon take over?	There is a provision in the contract that SSS can decrease or increase in the number of personnel.
36	We are required to deliver one four-wheel vehicle for all the lots not later than 2020 model?	YES.
37	With the service vehicle, should it be delivered or as the need arises you will just call us when it is needed?	Must be ready and available all the time from commencement of the contract.
38	Regarding the evaluation, do we request for per division or per branch?	If a certain lot has 2 divisions, then you would need two evaluations, since division heads will have to sign the evaluation.
39	Regarding Single Largest Completed Contract, should it be based on one year. For example, lot 1, 39M, the requirement is 50% of this, right?	YES.
40	Clarification on-site inspection, you will issue a bid bulletin for those location to be inspected?	YES.
41	If we are going to join on all the lots, are the eligibility in the technical applicable to all the lots?	All the legal docs are applicable to all the lots and all technical and financial is per lot.

#### WRITTEN QUERIES:

	Query/Clarifications	TWG/BAC Reply
1	Goldlink Security is qualified to bid for the entire project worth Php541,901,469 for three years. However, will it be allowed to bid for	Bidders may participate in all the lots or may choose what lot/s they are prepared to participate in.

	any of the breakdown lot 1 - lot 4 or any combination?	
2	If no, can Goldlink break down its bid into four (4) lots composing the project as defined in paragraph 1. Scope of Bid and 2. Funding Information of ITB.	
3	Will the bid of Goldlink for the entire project with breakdown of several lots get preference against stand alone individual bids per lot?	We don't give preference. All will be treated equally.
4	Will you provide us with MS Excel templates: Form 2, Form 3 and Annex A?	Yes. Bidders will be provided with the softcopy in excel format of Forms No. 2 3, and annex A.
5	What is the average number of days that we will be using in the computation?	394.4 days.  The average number of days per year according to the data supplied by the Department of Labor and Employment (DOLE). (Form Number 3)
6	What are the considerations in computing the SSS contribution? Are 13th month pay and retirement benefits included?	The basis for the computation is the gross monthly compensation for SSS contribution.  Excluding 13 <sup>th</sup> month and retirement benefits.
7	Do you provide allowance to Security Officers?	NO.
8	Will you require us a copy of the Security Service Contract with Clients for both existing and completed projects?	We will only require a copy of the security service contract in the Single Largest Completed Contract (SLCC).
9	When is the schedule of the Site Inspection/Survey? Are we required to visit all areas?	- Anytime before the deadline of submission of Bids on the following:  - Lot 1: SSS Main Office and EDSA Lot  - Lot 2: SSS Makati Ayala Building and Bagbag Warehouse  - Lot 3: Antipolo, Pasig Pioneer, and Mandaluyong Shaw

		<p>- Lot 4: Manila, Welcome and Pasay Taft</p> <p>Authorization Form No. 13 is available at Security Department.</p>
10	<p>Do you have preferred specifications for vehicles/motorcycles?</p> <p>Is it all brand new?</p> <p>Is provision of fuel, registration, preventive maintenance billable?</p>	<p>NONE.</p> <p>The required vehicle shall not be older than the year 2020.</p> <p>NO.</p>
11	We would like to be clarified in computing our Financial Proposal, do we have to compute in one year or 3 years budget?	Computation for One Year only.
12	Do we need to attach the copies of contract under <u>"Statement of Ongoing Government and Private contract"</u> ?	NO, just declare together with Performance Evaluation Sheet (Form Annex F-1).
13	In computing our SLCC – what would be the basis, ABC for one year or three years?	One year only.
14	Can we adopt the provision of the new R.A. 11917 (AN ACT STRENGTHENING THE REGULATION OF THE PRIVATE SECURITY SERVICES INDUSTRY) specially on the allowable no. of guards and fire-arms?	We have already specified the No. of Guards and Equipage based on R.A 11917.
15	We will only bid for two lots, do we have to prepare separate technical and financial in each lot?	Yes.
16	Why there is no provision for uniform allowance in the standard computation in all forms?	Uniform allowance shall be on account of the security agency. No ER/EE relationship. We only provide for the statutory contributions.
17	For your requirement of Protection Agent (PA), if in case we win the bid and we are not yet authorized to deploy PA, can we still be allowed to deploy guards?	NO. It is a mandatory requirement for Lot 1.
18	Should we have to submit original copy of performance evaluation in	YES.

	support to list of ongoing and completed projects?	
19	Goldlink Security and Investigative Services, Inc. (Goldlink Security) was issued by SOSIA with License to Operate (LTO) which is valid until January 31, 2028. Goldlink Security is authorized to offer private security services. Pursuant to RA 5487, a separate entity is required to offer protective and detective services, hence Goldlink Security organized Goldlink Protective and Detective Services, Inc. (Goldlink Protective) and secured appropriate LTO to deploy Protection Agents (PA) which is valid until February 2025. Last year, RA 11917 repealed RA 5487 and its IRR now allows private security agencies (PSA) to provide one or more categories of security services (there are six) covered by distinct and separate LTO. Should Goldlink Security need to form a joint venture with its wholly owned subsidiary Goldlink Protective to qualify as bidder for Lot 1 considering the required deployment of PA?	YES. As long as you comply with all the documentary requirements.
20	In addition to said joint venture, can Goldlink Protective form another joint venture with other security and investigative agencies in order for said agency who have no LTO to deploy PA to qualify as bidder for Lot 1?	YES. As long as you comply with all the documentary requirements.
21	We intend to participate in the lot 1 to lot 4, should we have to prepare individual folders for each lot for both technical and financial?	YES.
22	It was mentioned in the pre-bid conference that the bidder may submit one eligibility documents for all the lots, my question is if we bid for all the lots, the highest ABC is the Lot 3 which is ₱57,780,780.00, should we submit the 50% of this to qualify for all the lots that we intend to bid.	YES.



23	Based on the technical specifications, what is the frequency at which you require the services of a K9 sniffing dog?	As requested by SSS
24	In Special Condition of Contract #28, it states that the winning bidder must provide a serviceable vehicle (AUV) and motorcycle per lot. However, in ANNEX B, it is specified that only lot 1 and lot 2 have a requirement for said transportation equipment.	NO. It should be available to all the lots. In Lot 3, it is included in Diliman while in Lot 4, it is included in Makati Gil Puyat.
25	What is the commencement date of this project?	Upon turn-over and from receipt of the Notice to Proceed and Signed Contract.
26	Which specific vault and locker are necessary?  Are they allocated per area or per lot?	No specific vault and locker  Per Branch.
27	Should we also include the original signature on all compiled documents (per page) for COPY 1 and COPY 2?	Yes.
28	We are writing to address a matter discussed during the pre-bid conference held on 01 June 2023, regarding the procurement of security services. Specifically, the issue pertains to the requirement for a Performance Evaluation Sheet (Annex F-1) from our present clients, to be submitted as attachments to the statement of all ongoing government and private contracts.  During the conference, there was a prolonged discussion regarding this requirement, and it was conveyed by the Bids and Awards Committee (BAC) that they will maintain this rule. However, we believe that this requirement is essentially the same as the previous bidding requirement for a satisfactory certification, wherein both necessitate seeking assistance from our present clients to rate our performance. To support this claim, we have attached a Bid Bulletin from a previous bidding conducted by the Social Security System (SSS). The said bulletin	The SSS requires the accomplishment & submission from the clients of the bidder the said satisfactory certification using the prescribed evaluation (Annex F-1).

	<p>highlights the removal of the requirement for satisfactory certification rating, as it was not endorsed by the Government Procurement Policy Board (GPPB) and is not mandated by its policies. We assume that our present client, the Supreme Court Halls of Justice (HOJ), is aware of this, which is likely why they currently do not issue such certification nor fill up the said evaluation sheet.</p> <p>Considering the above information, we kindly request that this matter be resolved promptly. We believe that the requirement for a Performance Evaluation Sheet (Annex F-1) should be reconsidered in light of the previous bidding requirements and the absence of any formal mandate from the GPPB. Thank you for your attention to this matter. We would</p>	
29	<p>In reference to the bidding for the above-mentioned Project to be held on June 15, 2023, we would like to clarify a deployment of Protection Agent under the project LOT 1: Main Office, EDSA Lot and POEA.</p> <p>Under the Implementing Rules and Regulations of Republic Act No. 5487, Private Detective Agencies (PDA) or the provision of Protective Agents have a different License To Operate (LTO) from the Private Security Agencies (PSA) which provides Watchmen and Guard Services. Considering that majority, if not all, of Private Security Agencies are only licensed to provide watchmen and guard services, such inclusion of the Protection Agent in the bidding for Security Services may limit interested bidders to participate in the said Lot.</p> <p>In this regard, may we respectfully request to remove the Protection Agent requirement or a separate Lot from the guard services to level the playing field and encourage more bidders to participate in the said Lot.</p>	Protective Agents are only required in Lot 1.

30	<p>We refer to your requirement to fill up Form F-1 which is the Security Service Provider Performance Evaluation Sheet which is part of the Eligibility Document Requirements.</p> <p>As raised by our representative during the Pre-Bidding Conference on June 1, 2023, there are some clients that do not or are not inclined to fill up the above form especially our client, the Supreme Court of the Philippines. We have already requested the Supreme Court to accomplish the Form F-1 but could only give a Certification on the fact of the existence of our service contract (please see attached). If the Supreme Court or any client for that matter does not want to accomplish such form then we are not in any position to insist on the same.</p> <p>We trust that with this development, the SSS-BAC will consider the decision of our clients which are equally governmental agencies if they are not inclined to comply with your requirement as they have their own protocols. Toward this end, we ask the SSS-BAC relax this requirement and give consideration to whatever is submitted as substitute to the Form F-1 given the fact that governmental decisions are beyond the control of private entities or service providers such as our Agency. After all, post-qualification process will be conducted and we believe it is a better time to evaluate the qualified bidders. In the meantime, we pray for your understanding and hope for a reasonable compromise regarding this, as the issuance of this requirement is beyond our will, control and authority to produce.</p> <p>Hoping for your kind consideration on the matter since NCR Properties and South and East Division Branches are our incumbencies</p>	<p>The SSS requires the accomplishment &amp; submission from the clients of the bidder the said satisfactory certification using the prescribed evaluation (Annex F-1).</p>
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