

## PROJECT: SECURITY SERVICES OF VISAYAS OPERATIONS GROUP

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

	Query/Clarifications	TWG/BAC Reply
1	What type of days and parameters will we use for the costing computation, 365 days or 395 days?	For costing computation we will use 395 days. This is based on DOLE's Handbook on Statutory Monetary Benefits, 2023 Edition which states that under Item No. 1E-Computation of the Estimated Equivalent Monthly Rate (EEMR) of Daily Paid Employees who are required to work everyday, including Sundays or rest days, special days and regular days, their total equivalent number of days per year is 395.
2	Based on the Bidding Documents, "the discounts offered and the methodology for their application, if any, are indicated. Please note that 'N/A' should be written if no discount is offered". May we confirm if it is permissible to apply the discounts?	Yes. It is already indicated in the Bidding Documents.
3	Should the notarization be updated?	Yes
4	Is it acceptable to use our existing Certificate of Satisfactory Performance for the evaluation, or is it required to use your prescribed format?  Is it allowable to submit only one Technical Document for both Lots?  What is the basis for the SLCC, is it the 1□ year ABC or the 3□ year ABC?	Only the format provided by SSS should be used.  One Technical Document must be submitted per Lot.  The published basis is the 1□ year ABC.
5	An evaluation of ongoing clients is required, or if the SLCC will serve as the sole basis?	The evaluation for ongoing clients is still required, both completed and ongoing contracts must be submitted, as both will be evaluated based on performance.
6	In case my wage increases in the succeeding years, will it automatically increase as well?	Yes
7	Regarding the submission of bidding documents, will it be manually or online?	The submission of bidding documents is still manual.
8	May we request a signed authorization for the site inspection?	Yes. The BAC Secretariat will issue the authorization.
9	Does the computation include the updated PADPAO rate and allowance?	Yes. Our Excel template for the computation of costing which includes PADPAO rates correspond to the latest wage adjustments issued by the Regional Tripartite Wages & Productivity Board nationwide.
10	We are a Cebu□ based agency with our office located in Cebu. Can we purchase the bidding documents from Cebu as well?  May we know who the contact person in Ormoc is so that we can start our site inspection?  Will we request the certificate for the site inspection from the Acting Head at the Ormoc branch?	Yes  At the Ormoc branch, the Acting Head is Mr. Gregorio Baroza  No, the certification will be issued to you, and you will be required to present it at the Ormoc branch.
11	Who is the contact person in Cebu?	The Acting Head in Cebu is Ms. Alieta Basubas.

	<b>Query/Clarifications</b>	<b>TWG/BAC Reply</b>
12	Are we required to submit the attachments for both the ongoing contracts and the SLCC, or should we submit only the Statement?	Supporting documents are required
13	The rate is ₱540 based on the Regional Wage Order effect on October 4, but the rate stated in the bidding documents is ₱501.	Rates will be adjusted based on latest approved wage Order. However, since the ABC was approved in 2024, the adjustment will follow accordingly.
14	Could you provide us with a soft copy of the bid breakdown?	Yes. Bid Breakdown will be provided.
15	Is a bidder allowed to submit a single Technical/Eligibility Document for both Lots, or is one document required per Lot?	For the legal documents, only one set is required.
16	During the opening of bid documents, are we required to attend in person?	Yes.
17	Where is the Submission and Opening of Bids?	The submission and opening of bids will be held at the SSS Main Office. For Cebu, bidders will be informed accordingly.
18	May we request the authorization for site inspection for Ormoc, Bacolod, and the other Visayas areas?	Yes

**WRITTEN QUERIES:**

	<b>Query/Clarifications</b>	<b>TWG/BAC Reply</b>
1	Request for a duly signed Authorization & Certificate of Site Inspection Forms	TWG Chair will send out signed Authorization & Certificate of Site Inspection Forms to BACSD for prospective bidders.
2	Clarification on Technical Specification specifically Item 1.c. requiring submission of Form No.6-Sworn Statement to attest that the bidder has adequate and relevant training /proficiency programs/seminars for the security guards which upon review Form 6 does not explicitly state or declare.	Item No. 1.c. of Technical Specification does not require submission of Form No. 6 but instead the submission of Form No. 11-Sworn Statement, which in its item no. 3 states that the bidder in the procurement of security services for the SSS, signifies its conformity to the scope of services and methodologies as stated in the Proposed Security Plan and recognizes its legal obligation to comply with any and/or all laws, ordinances, rules and regulations as regards the required adequate and relevant training, proficiency, seminars and programs, provided to, and undergone by, all its employee Security Guards / Personnel that may be hired, deployed and assigned to its clients.