

PORO POINT MANAGEMENT CORPORATION

A Member of the Bases Conversion and Development Authority Group



MULTI-YEAR CONTRACT FOR SECURITY SERVICES

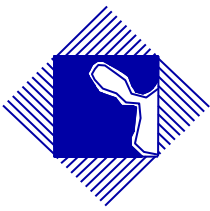
To All Prospective Bidders:

SUPPLEMENTAL/BID BULLETIN NO. 1

In accordance with the provision stated in the Bidding Documents of the Multi-Year Contract for the Security Services, Supplemental/Bid Bulletin No. 1 is hereby issued to provide additional information, necessary corrections and amendments in the Bidding Documents:

1. The following responses of the Bids and Awards Committee to queries raised by the prospective bidders during the Pre-Bid Conference last June 13, 2024 and request for clarification sent through e-mail are made an integral part of this Supplemental/Bid Bulletin.

| Questions | Answer of the Bids and Awards Committee |
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| Do you accept a four-month contract for the SLCC? | Yes; for as long as it meets the criteria regarding the amount and it is similar to the contract to be bid. The bidder must have completed, within the period specified in the Invitation to Bid which is within 5 years, an SLCC that is similar to the contract to be bid, and whose value, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices, must be at least fifty percent (50%) of the ABC. |
| ITB Clause 20 provides that the bidders shall submit the List of security guards deployed per contract, if in case we will be declared as the LCB, what is the basis of submitting this document? | This document is required to be submitted during post-qualification. What is required to be submitted is the list of guards per contract. |
| Is it acceptable if we do not have experience in airport security for our SLCC? | The only requirement is similar contract which is the provision of security services. |
| I just want to clarify the computation in Form 2, specifically in column 6 (% of Accomplishment - Planned and Actual). Column 5 indicates the number of days, such as the days of extension. For the computation, is it calculated per month or does it include the days from the preparation of bidding documents? | All calculations should be reckoned from the date of submission of bids. It is not calculated on a month-to-month basis. The percentage of accomplishment refers to the actual percentage completed as of the date of preparation of bidding documents. |
| So, in that case, it includes the days. For example, if it's extended until June 30, we | The planned percentage of accomplishment is different from the actual percentage of accomplishment. The planned percentage of |

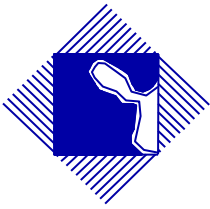


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| <p>will compute it as of the date of preparation. If I prepared it on June 15, then the percentage of actual accomplishment would be up to June 15? Not the actual extension?</p> | <p>accomplishment refers to the entire period of the contract, including the whole period of extension. However, the actual percentage of accomplishment reflects what has been accomplished up to the date of submission or preparation of the document.</p> |
| <p>Is the computation up to the date of preparation of documents? Because in our own computation, for example, if you completed 15 days within a month, it's considered as completed one month.</p> | <p>No; it should be as of the date of preparation. Just to clarify, it should be as of the date of preparation of the documents. It will be prorated accordingly. For example, if your contract started on January 1 and is ongoing until now, and your preparation date is June 14, it means it is complete until May, but from June 1 to June 14, it is prorated. We cannot say it is the whole month of June because it is not yet completed. The computation should be actual accomplishment. This is important in determining the actual value of outstanding works. The reason for this is we are computing the Net Financial Contracting Capacity. Once the whole month will be included in the computation and will not be prorated, then the Value of Outstanding Works has been reduced; it is not right. That is not a true representation of what is happening at the time of bidding. So, there is a need to pro-rate the computation.</p> |
| <p>For the Statement of Ongoing Contracts, do we need to attach the Notice of Award, Contract and Notice to Proceed?</p> | <p>Bidders are not required to submit the Notice of Award, Contract, and Notice to Proceed. Just fill out Form 2. The information provided in Form 2 will be verified during post-qualification. The documents which shall have an attachment is the Form 3, SLCC. Attached to Form 3 should be the Certificate of at least Satisfactory Completion of the Contract. It was noticed during the previous bidding that if a bidder has previously obtained a Certificate of Satisfactory Completion, there is no need to secure another one this month. If a contract was completed a few years ago and a Certificate of Satisfactory Completion was already obtained, there is no need to obtain an updated Certificate of Satisfactory Completion. This is because the dates on the old certificate may differ from those on the new certificate that the bidder may obtain. There may be an issue if the dates do not match. Please check thoroughly, as there was a bidder in the previous bidding who submitted conflicting documents.</p> |

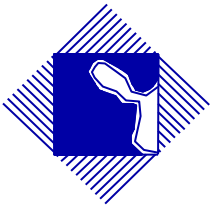


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| <p>In Form 9, percentage of Administrative Cost, it is blank. It did not include that it should be 20%.</p> | <p>The minimum required by law is 20%. Bidders may offer a higher percentage and provide discounts. In preparing the Cost Breakdown, bidders must ensure compliance with General Labor Standards and the minimum administrative overhead cost. It is not prescribed that the administrative overhead cost be set only at 20% as this would result in all bidders submitting the same bid and the bids will be tied.</p> |
| <p>Is there a required color of ink required to be used in signing the bid submission?</p> | <p>None; any color is allowed. For bidder's security, you may use blue ink to ensure that the documents submitted are originally signed. But, there is no color requirement.</p> |
| <p>In our contract with National Tobacco Administration, the contract is a multi-year contract. The amount indicated in our contract is for the first year only. What amount will we indicate in the Project Cost?</p> | <p>You just note it in the Form that the cost pertains to the first year only of the contract because there is no assurance that the contract will continue.</p> <p>If however, the contract is already on its second year, please include also the project cost for the second year.</p> |
| <p>If the date of the contract is 2016 and the contract is until 2017, but the contract has been extended on a yearly basis based on the provisions of the contract. What will we put in the Project Cost?</p> | <p>The Bidding Documents provides that for contract with extension – Indicate the amount of original contract and amount of contract extension.</p> <p>Example:</p> <p>Original Contract Amount – Php 7,000,000.00 Amount of Contract Extension – Amount from the time you extended the contract up to present.</p> <p>The amount of contract extension will be computed by the bidder because from contract extension up to present, there might be changes in the contract cost because of wage increases. Thus, bidders must provide the amount of contract extension. This must be computed from the date of contract extension up to the inclusive period of extension.</p> |
| <p>On Form 5, Compliance to Technical Specifications, is there a need to attach proof of compliance on each of the items?</p> | <p>There is no attachment for Form 5. Compliance will be checked during post-qualification</p> |
| <p>On what part of the document will we put the Form 1, Letter of Intent?</p> | <p>Form 1, Letter of Intent shall form part of the Technical Component of the Bid.</p> |

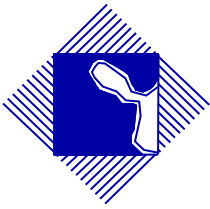


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| <p>Is the administrative overhead cost required to be not lower than 20%</p> | <p>Yes; administrative overhead cost should not be lower than 20%. Bidders may offer discounts and it has to be indicated in the Cost Breakdown. The amount of discount must be specified and the final amount of bid.</p> |
| <p>Do we need to submit Affidavit of No Sub-Contracting and Statement Under Oath that the bidder is free from any tax liabilities as specified under ITB Clause 20?</p> | <p>These documents are not required to be submitted during bid opening. These documents are to be submitted by the LCRB as an attachment to the contract.</p> |
| <p>Where do we indicate the discount? Should it be indicated in the Cost Breakdown?</p> | <p>You should indicate it in both the Form 8 (Bid Form) and Form 9 (Cost Breakdown). The discounted price must be the amount reflected under Form 8 (Bid Form). The first line of Form 7 indicates the following: Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide Security Services in conformity with the said PBDs for the sum of [total Bid amount in words and figures] or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid.</p> <p>If you will read GPPB Resolutions, the bid modification pertains to discounts. What should be reflected in Form 8 is the final bid price which is the discounted price. For the Form 9, bidders may insert a row for discount, if bidders will offer discount.</p> |
| <p>If the bidding will be declared as failed, are we allowed to refund the payment of bidding documents?</p> | <p>No; payment of Bidding Documents is non-refundable.</p> |
| <p>If the original contract was executed 8 years ago and there was an automatic renewal provision/contract extension, how do we compute for the project cost considering that there were several wage increases and mandatory premiums adjustments granted by the government during the previous years?</p> | <p>Instructions on how to fill-out the Form 2 provides that the project cost pertains to the amount of original contract including contract extension, if any as indicated in the Notice of Award/ Contract/ Purchase Order/ Notice of Extension/ Billing Statement, or equivalent document</p> <p>For contract without contract extension – Indicate the amount of original contract.</p> |



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| | <p>For contract with extension – Indicate the amount of original contract and amount of contract extension.</p> <p>Example:</p> <p>Original Contract: CY 2020 - Php 1,000,000.00</p> <p>Amount of Contract Extension – Amount from the time you extended the contract up to present. You can base the computation of Contract Extensions from the Notice of Extension or Billing Statements or equivalent document. Simply add the total amount of billings from the time of contract extension up to the present billing.</p> |
| <p>Are we going to include clients even without the written contract? Because some clients prefer a verbal agreement on a short-term, renewable arrangement.</p> | <p>Yes. Verbal agreements must be included. However, if the bid of the security agency will be the Lowest Calculated Bid, then the security agency must be able to present proofs or pieces of evidence to support the verbal agreements such as billing statements.</p> |

This Supplemental/ Bid Bulletin No. 1 shall form part and made integral to the Bidding Documents.

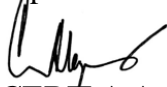
For the guidance and information of all concerned.

Issued this 19th day of June 2024.

BIDS AND AWARDS COMMITTEE (BAC) FOR PROCUREMENT OF GOODS


MS. ELIZA M. MACONOCIDO
Vice Chairperson

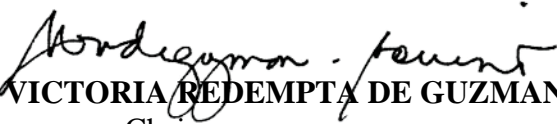

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