

REPUBLIC OF THE PHILIPPINES COMMISSION ON AUDIT REGIONAL OFFICE NO. XII Barangay Paraiso, Koronadal City, South Cotabato

BIDS AND AWARDS COMMITTEE

NOTICE TO BIDDERS

Supplemental/Bid Bulletin No. 2024-001 Series of 2024

Project: PROCUREMENT OF SECURITY SERVICES CY 2024 (RE-BIDDING) [(Bid No. COA RO12-2023-004 (R)]

Date: January 12, 2023

This Supplemental/Bid Bulletin No. 2024-001 is hereby issued pursuant to Section 22.5.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 in order to clarify and/or amend items in the Invitation to Bid and on the Bidding Documents and shall form an integral part thereof.

REFERENCE		CLARIFICATIONS/ AMENDMENTS		
APPENDIX "1" (Page 55) Bid Form for the Procurement of Goods		APPENDIX "1" (Page 55)		
		Bid Form for the Procurement of Goods		
Particulars	Rate per Security Guard	Particulars	Rate per Security Guard	
III. Total Compensation ([Item I + Item II] * 28 Security Guards		III. Total Compensation ([Item I + Item II] * 27 Security Guards		
Section VII. Technical Specifications (Pages 27-28)		Section VII. Technical Specifications (Pages 27-28)		
Security Services for the period covering April 1, 2024 to December 31, 20024 @COA RO XII, Koronadal City		Security Services for the period covering April 1, 2024 to December 31, 20024 @COA RO XII, Koronadal City		
The Security Agency shall ensure that:		The Security Agency shall ensure that:		
 I. The Security Guards shall have the following Minimum Qualifications: a. Must be at least 21 but not older than 50 years of age; b. Must be at least High School graduate; c. Has undergone Pre-licensing Training Programs for new recruits, or Refresher Training Programs for security guards with more than one year experience; d. Physically and mentally fit; e. Of good moral character and reputation 		 I. The Security Guards shall have the following Minimum Qualifications: a. Must be at least 21 but not older than 50 years of age; and b. Must be at least High School graduate. Provided that item (b) shall be supported with a Diploma and a regular license (Private Security License Card). 		
e. Of good moral character and reputation supported with NBI Clearance; and		Provided further that the regular license (Private		

REFERENCE	CLARIFICATIONS/ AMENDMENTS
 f. Knows how to deal pleasantly and courteously with personnel, clients and the general public. Provided that items (b), (c), and (d) shall be supported with a regular license (Private Security License Card). Provided further that both regular license (Private Security License Card) and NBI Clearance shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation. 	Security License Card) shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation.
Section VII. Technical Specifications (Pages	Section VII. Technical Specifications (Pages
29-30) Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Alabel, Sarangani Province	29-30) Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Alabel, Sarangani Province
The Security Agency shall ensure that:	The Security Agency shall ensure that:
 I The Security Guards shall have the following Minimum Qualifications: c. Must be at least 21 but not older than 50 years of age; d. Must be at least High School graduate; e. Has undergone Pre-licensing Training Programs for new recruits, or Refresher Training Programs for security guards with more than one year experience; f. Physically and mentally fit; g. Of good moral character and reputation supported with NBI Clearance; and h. Knows how to deal pleasantly and courteously with personnel, clients and the general public. Provided that items (b), (c), and (d) shall be supported with a regular license (Private Security License Card). Provided further that both regular license (Private Security License Card) and NBI Clearance shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation. 	 I The Security Guards shall have the following Minimum Qualifications: a. Must be at least 21 but not older than 50 years of age; and b. Must be at least High School graduate. Provided that item (b) shall be supported with a Diploma and a regular license (Private Security License Card). Provided further that the regular license (Private Security License Card) shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation.
Section VII. Technical Specifications (Pages 31-32)	Section VII. Technical Specifications (Pages 31-32)
Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Amas, Kidapawan City	Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Amas, Kidapawan City

REFERENCE	CLARIFICATIONS/ AMENDMENTS		
The Security Agency shall ensure that:	The Security Agency shall ensure that:		
 I. The Security Guards shall have the following Minimum Qualifications: c. Must be at least 21 but not older than 50 years of age; d. Must be at least High School graduate; e. Has undergone Pre-licensing Training Programs for new recruits, or Refresher Training Programs for security guards with more than one year experience; f. Physically and mentally fit; g. Of good moral character and reputation supported with NBI Clearance; and h. Knows how to deal pleasantly and courteously with personnel, clients and the general public. Provided that items (b), (c), and (d) shall be supported with a regular license (Private Security License Card). Provided further that both regular license (Private Security License Card) and NBI Clearance shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation. 	 I The Security Guards shall have the following Minimum Qualifications: a. Must be at least 21 but not older than 50 years of age; and b. Must be at least High School graduate. Provided that item (b) shall be supported with a Diploma and a regular license (Private Security License Card). Provided further that the regular license (Private Security License Card) shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation. 		
Section VII. Technical Specifications (Pages	Section VII. Technical Specifications (Pages		
33-34)	33-34)		
Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Sultan Kudarat	Security Services for the period covering April 1, 2024 to December 31, 20024 @ PSAO, Sultan Kudarat		
The Security Agency shall ensure that:	The Security Agency shall ensure that:		
 I. The Security Guards shall have the following Minimum Qualifications: c. Must be at least 21 but not older than 50 years of age; d. Must be at least High School graduate; e. Has undergone Pre-licensing Training Programs for new recruits, or Refresher Training Programs for security guards with more than one year experience; f. Physically and mentally fit; g. Of good moral character and reputation supported with NBI Clearance; and h. Knows how to deal pleasantly and courteously with personnel, clients and the general public. Provided that items (b), (c), and (d) shall be supported with a regular license (Private Security License Card). 	 I The Security Guards shall have the following Minimum Qualifications: a. Must be at least 21 but not older than 50 years of age; and b. Must be at least High School graduate. Provided that item (b) shall be supported with a Diploma and a regular license (Private Security License Card). Provided further that the regular license (Private Security License Card) shall be valid as of the date of Opening of Bids and subject to renewal, if the same should expire during the contract implementation. 		
Provided further that both regular license (Private			

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24)					24)				
Item Number	Description	Quantity	Total	Delivered, Weeks/	Item Number	Description	Quantity	Total	Delivered, Weeks/
3	Security Services for the period	45	P973,292.44	Months April 1,	3	Security Services for the period	45	P973,292.44	Months April 1,
	covering January 1, 2024 to December 31, 2024 @ PSAO.		1575,252.14	2024 to December		covering April 1, 2024 to December 31, 2024 @ PSAO,			2024 to December
	Amas, Kidapawan City (5 SG x 9 months = 45 SG)			31, 2024		Amas, Kidapawan City (5 SG x 9 months = 45 SG)			31, 2024
	 Five (5) Security Guards with three (3) shifts with eight (8) 					 Five (5) Security Guards with three (3) shifts with eight (8) 			
	hours shifting duty per day					hours shifting duty per day			
	 Option to add Security Guard at the discretion of the 					 Option to add Security Guard at the discretion of the 			
	Regional Director					Regional Director			
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25)					25)				
Item Number	Description	Quantity	Total	Delivered, Weeks/	Item Number	Description	Quantity	Total	Delivered, Weeks/
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L S	December 31, 2024 @ PSAO, Sultan Kudarat (5 SG x 9 months			December 31, 2024		December 31, 2024 @ PSAO, Sultan Kudarat (5 SG x 9 months			2024 to December
	= 45 SG)			51,2021		= 45 SG)			31, 2024
	 Five (5) Security Guards with three (3) shifts with eight (8) 					 Five (5) Security Guards with three (3) shifts with eight (8) 			
	hours shifting duty per day					hours shifting duty per day			
	 Option to add Security Guard at the discretion of the Basicant Disaster 					 Option to add Security Guard at the discretion of the 			
	Regional Director					Regional Director			
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ANN	EX "B" (Page 38	3)			ANN	EX "B" (Page 38))		
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REFERENCE	CLARIFICATIONS/ AMENDMENTS
Procurement of Security Services for January 1, 2024 to December 31, 2024 for PSAO – Cotabato Province, Amas, Kidapawan City	Procurement of Security Services for April 1, 2024 to December 31, 2024 for PSAO – Cotabato Province, Amas, Kidapawan City
ANNEX "B" (Page 39)	ANNEX "B" (Page 39)
ORGANIZATIONAL STRUCTURE OF THE SECURITY FORCE	ORGANIZATIONAL STRUCTURE OF THE SECURITY FORCE
Procurement of Security Services for January 1, 2024 to December 31, 2024 for PSAO – Sultan Kudarat, Tacurong City	Procurement of Security Services for April 1, 2024 to December 31, 2024 for PSAO – for PSAO – Sultan Kudarat, Tacurong City

Moreover, provided under are the other matters needing clarification relative to the procurement:

ITEMS FOR CLARIFICATION	CLARIFICATIONS
1. Offered FREE items and	Items in the Bid offered for FREE and DISCOUNTS, specific for
DISCOUNTS in the Bid	this procurement, shall not be honored / accepted since all items are
Form	required by law or regulations to be provided for.
2. Tie-Breaking Method	In the event of two or more bidders are determined and declared as
	the Lowest Calculated Bid during the Bid Opening, as a non-
	discretionary/ non-discriminatory selection criterion, the Bids and
	Awards Committee (BAC), this office, shall resolve the case by
	DRAWLOTS ¹
3. Bid Price on the Statutory	The consideration for the computation for the Social Security
Contributions due to the	Services (SSS), Philippine Health Insurance Corporation (PHIC)
Government in favor of the	and Pag-IBIG Fund shall be as follows:
Guards	
	For SSS:
	The updated table and applicable rates for CY 2024 shall be
	considered in the computation, viz:
	"In 2024, the 14% total contribution rate will hold
	steady. The employer share will stay at 9.5% and the
	employee share will remain in 4.5%"2
	Gross Compensation:
	For purposes of identifying the base gross compensation in the
	computation of the SSS Contribution which forms part of the Bid
	Price, Section 8, item (f) of Republic Act No, 11199, provides the
	following:

¹ Government Procurement Policy Board Circular No. 06-2005 relative to Guidelines on the Use of Non-Discretionary / Non-Discriminatory Selection criteria as Tie-Breaking Method in Case of Two or More Bidders are Determined and Declared as the Lowest Calculated and Responsive Bidder (LCRB) or Highest Rated and Responsive Bidder (HRRB)

² Section 4, Item 9 of Republic Act No. 11199 "An Act Rationalizing and Expanding the Powers and Duties of the Social Security Commission to Ensure the Long-Term Viability of the Social Security System, Repealing for the Purpose Republic Act No. 1161, as Amended by Republic Act No. 8282, Otherwise Known as the "Social Security Act of 1997"

ITEMS FOR CLARIFICATION	CLARIFICATIONS
	(f) Compensation – All actual remuneration for employment, including: the mandated cost-of-living allowance, as well as the cash value of any remuneration paid in any medium other than cash except that part of the remuneration received during the month in excess of the maximum salary credit as provided in this Act.
	Moreover, SSS Circular No. 22-P (August 12, 2005) provides that all employers, in computing the contributions that are due the System will take into consideration and include as employee's remuneration the following: salaries and wages, direct labor or indirect labor, superintendence, commission expense, overtime pay, maternity leave with pay, sick leave with pay, vacation leave with pay, cost of living allowance, workers compensation benefit, among others.
	For PHIC: Pursuant to Philhealth Circular No. 2019-0009, PhilHealth premium rate shall be pegged at 5% of the Monthly Basic Salary for CY 2024.
	Monthly Basic Salary shall mean the fixed basic rate of an employee which shall not include sales commission, overtime pay, allowances, thirteenth month pay, bonuses or other gratuity payments. ³
	For PagIBIG Fund: The contribution to the fund remains unchanged at P100.00 as we await directives and pronouncements from the concerned agency. At present, we are maintaining the status quo until clear guideline/pronouncement is provided. This decision is contingent upon forthcoming instructions, ensuring alignment with regulations and policies set forth by the pertinent authority.
4. Suspended Philippine Government Electronic Procureme System (PhilGEP) Registration	
Registration	 Certified photocopy of the official communication received from PhilGEPS relative to the suspension of the registration; Duly notarized affidavit that clearly outlines and explains the reasons for the suspension; and Supporting document that substantiate and address the specific reason mentioned in the notarized affidavit. This could vary based on the cause of suspension, but it may

³ Section IV, item F of Philhealth Circular No. 2019-009 re: Premium Contribution Schedule in the National Health Insurance Program (NHIP) Pursuant to R.A. No. 11223 Known as the "Universal Health Care Act"

ITEMS FOR CLARIFICATION	CLARIFICATIO	NS
	include application for renewals, other relevant documentation.	official receipts or any
5. Number of days for the required services	The following number of days shall be considered for the security services to be provided from April 1, 2024 to December 31, 2024:	
	Location	Number of Days
	COA RO XII, Koronadal City	297.50 days
	PSAO, Alabel, Sarangani Province	297.50 days
	PSAO, Amas, Kidapawan City	299.50 days
	PSAO, Sultan Kudarat	299.50 days

Any provision in the Invitation to Bid or on the Bidding Documents inconsistent herewith is hereby amended, modified, and superseded accordingly.

For guidance and information of all concerned.

Issued this 12th day of January 2024 in the City of Koronadal, South Cotabato, Philippines.

C. MATAS 0

State Auditor V BAC Chairperson