



MINUTES OF BAC MEETING
HO-BAC-PGCS (SEC) No. 013-2019

DATE : 23 October 2019
TIME : 2:00 p.m.
VENUE : Function Room B, 7th Floor, PPA Bldg.
ATTENDANCE :

BAC Members:

Angelina A. Llose - Vice-Chairperson
Danah S. Jaramillo - Regular Member
Josephine M. Napiere - Regular Member
represented by: Myriam R. Lorzano
Genaro P. Mancio, Jr. - Provisional Member

Secretariat:

Lolita D. Solis - Head
Milagros Lourdes P. Perez - Asst. Head

Technical Working Group:

Joanna G. Daquigan - Member
Sesenio B. Sereno III - Member
Jayson A. Labsilica - Member

Other Attendees:

Dianne Steffi T. Guillamon - ISAS

Security Service Providers' Representatives:

Ma. Cristina F. Alcoba - RVV Security Systems, Inc.
Kent Roger Macasalabang - RVV Security Systems, Inc.

CALL TO ORDER:

The Head, BAC Secretariat read the attendance of the BAC Members, TWG, Secretariat Members and Security Service Provider's Representatives, whose presence were recognized as their names were called. Upon declaration of a quorum, the Chairperson called the Meeting to order at 2:11 p.m.

HIGHLIGHTS:

1. The Head, BAC Secretariat presented the Agenda of the BAC meeting. It covered the Approval of Minutes of the previous BAC meeting HO-BAC-PGCS (SEC) No. 012-2019 (17 October 2019) and the Pre-Bid Conference for the Procurement of Security Services for Philippine Ports Authority, Port Security Cluster-National Capital Region, Central and Northern Luzon Comprising PPA Head Office, Port Management Offices (PMOs) of NCR-North, NCR-South, Bataan/Aurora and Northern Luzon and Terminal Management Offices (TMOs)/Ports under their Respective Jurisdiction. After a motion duly made and properly seconded, the Agenda was adopted.
2. The Minutes of the previous BAC meeting HO-BAC-PGCS (SEC) No. 012-2019 (17 October 2019) was approved, as presented.
3. Pre-Bid Conference for the Procurement of Security Services for Philippine Ports Authority, Port Security Cluster-National Capital Region, Central and Northern Luzon Comprising PPA Head Office, Port Management Offices (PMOs) of NCR-North, NCR-South, Bataan/Aurora and Northern Luzon and Terminal Management Offices (TMOs)/Ports under their Respective Jurisdiction.
 - 3.1 The objective of the Pre-Bid Conference is to clarify and/or explain any of the requirements, terms, conditions and specifications stipulated in the Bidding Documents. It shall discuss, clarify and explain, among other things, the eligibility requirements and the technical and financial components of the contract to be bid including questions and clarifications raised by the prospective bidders before and during the Pre-Bid Conference.
 - 3.2 The Head, BAC Secretariat reported that there were no written queries submitted by the prospective bidder, however, the following verbal queries were raised:
 - 3.2.1 Ms. Alcoba of RVV Security Systems, Inc. asked how many security guards are required for the project. The Head, BAC Secretariat answered that the number of security guards required is specified in the Terms of Reference, which is part of the Bid Documents.
 - 3.2.2 Ms. Alcoba also inquired on the availability and cost of the bid documents. The Head, BAC Secretariat replied that the bid document is already available at the time of posting of the Invitation to Bid and it costs P50,000.00.

3.3 The security service provider was informed of the following time table:

PROCUREMENT OF SECURITY SERVICES FOR PHILIPPINE PORTS AUTHORITY, PORT SECURITY CLUSTER-NATIONAL CAPITAL REGION, CENTRAL AND NORTHERN LUZON COMPRISING PPA HEAD OFFICE, PORT MANAGEMENT OFFICES (PMOs) OF NCR-NORTH, NCR-SOUTH, BATAAN/AURORA AND NORTHERN LUZON AND TERMINAL MANAGEMENT OFFICES (TMOs)/PORTS UNDER THEIR RESPECTIVE JURISDICTION


Deadline	Date	Time	Place
Submission of Bids	08 November 2019	Not later than 9:00 a.m.	BAC Office
Opening of Bids	08 November 2019	10:00 a.m.	Function Room

4. There being no other matters to discuss, the meeting was adjourned at 2:22 p.m.

Certified Correct:


LOLITA D. SOLIS
Head, BAC Secretariat

Approved:


MARK JON S. PALOMAR
Chairperson, BAC