



BIDS AND AWARDS COMMITTEE

Supplemental/Bid Bulletin No. 1

**PROCUREMENT OF SECURITY SERVICES FOR THE
 DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)
 (MULTI-YEAR CONTRACT – CY 2024-2025)**

Bid Ref. No. DENR-CO-2023-016

Approved Budget for the Contract: ₱42,426,003.40

This **Supplemental/Bid Bulletin No. 1** is being issued to reschedule the submission and opening of bids, revise provisions/specifications in the Bidding Documents and to address queries/clarifications raised by prospective bidders for the aforementioned project:

A. Revision to provision/specification in the Bidding Documents:

FROM			TO		
NEW SCHEDULE OF BIDDING ACTIVITIES					
ACTIVITIES	DATE & TIME	VENUE/MODE	ACTIVITIES	DATE & TIME	VENUE/MODE
1. Submission of Bid Documents	19 October 2023, (Thursday) 9:00 AM	BAC Secretariat Office, Basement, DENR Main Bldg., Visayas Ave., Diliman, Quezon City	1. Submission of Bid Documents	24 October 2023, (Tuesday) 10:00 AM	BAC Secretariat Office, Basement, DENR Main Bldg., Visayas Ave., Diliman, Quezon City
2. Opening of Bids	19 October 2023, (Thursday) 9:30 AM	Online via Google Meet Platform	2. Opening of Bids	24 October 2023, (Tuesday) 1:00 PM	Online via Google Meet Platform

SECTION IX. PRESCRIBED/SAMPLE FORMS

Annex VI. Bid Form	Revised Annex VI. Bid Form
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B. Response to queries/clarifications:

QUERY/CLARIFICATION	RESPONSE
<p>For NCR, what wage order are we going to use in coming up with the bid considering the advent of a new Wage Order (Wage Order No. NCR-24) which was approved on 26 June 2023 and effective on 16 July 2023, increasing the wage rate from ₱570.00 to ₱610.00</p>	<p>Wage Order No. NCR-23 shall be used for purposes of computation of the bid proposal. However, during the contract implementation, any increase in wage (e.g. Wage Order No. NCR-24), social security contribution, or any similar payment shall be granted upon showing of actual payment to the employees of the winning bidder thru submission of copy of payroll, pay slips and other documents to the DENR as proofs of compliance.</p>

QUERY/CLARIFICATION	RESPONSE
<p>Clarification on the Bid Form per Annex VI with note: <i>Please indicate "0" or "-" for item/s offered for free to the DENR. Incomplete financial proposal shall be considered non-responsive and thus, automatically disqualified in accordance with Section 32.2.1 (a) of the 2016 Revised IRR of RA 9184.</i></p>	<p>The note will be removed. Attached is the Revised Annex VI.</p>
<p>On the Detailed Financial Breakdown per Annex VI-A, specifying that Agency Fee shall be at a minimum of 20%: If "0" or "-" modification (discount) can be considered or allowed.</p>	<p>Request denied.</p>
<p>Is the SSS Provident Fund the Workers' Investment and Savings Programs (WISP)?</p>	<p>Yes, the SSS Provident Fund reflected in the Bid Documents is the WISP.</p>
<p>What will be the computation for the SSS Employer's share?</p>	<p>Refer to the Detailed Financial Breakdown per Annex VI-A of the Bidding Documents.</p>
<p>Where will the 45 Body Cameras be deployed?</p>	<p>The deployment of Body Cameras shall be for the active shifts of the Regional areas: Nueva Ecija (4); Baguio (1); Tanza, Cavite (3); Antipolo, Rizal (3). While the remaining shall be deployed at the Central Office.</p>
<p>Can Digital Cameras be replaced by Smartphones?</p>	<p>Yes, it may replace the Digital Cameras. Provided that it shall only be used for the purpose of taking photographs.</p>
<p>Should we follow the provisions of RA No. 11917 and DOLE Order No. 150-16, particularly on the minimum agency fee of 20% and the rental/ additional fees for the acquisition and maintenance of extraneous tools and equipment, which shall be shouldered by the client/ principal?</p>	<p>Yes, Section 9 of RA No. 11917 shall be complied with. The additional fee stated in Section 9 of RA No. 11917 is included in the computation for the Administrative Fee, which shall not be less than twenty percent (20%).</p>

Bidders are advised to use the **Revised Annex VI. Bid Form** and submit together with all the other required documents for the submission of bids on **24 October 2023, 10:00 AM**.

Also, please use the **Revised Checklist of Technical and Financial Documents** as a guide/reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this 16th of October 2023 in Quezon City.

Approved by:

(sgd.) **EVELYN G. NILLOSAN**
Chief, Management Division &
Alternate Vice Chairperson, Bids and Awards Committee

Received by:		
_____ (SIGNATURE OVER PRINTED NAME)	_____ (DATE)	_____ NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 8926-2675)		

**PROCUREMENT OF SECURITY SERVICES FOR THE DEPARTMENT OF
ENVIRONMENT AND NATURAL RESOURCES (DENR)
(MULTI-YEAR CONTRACT – CY 2024-2025)**

**Bid Ref. No. DENR-CO-2023-016
Approved Budget for the Contract – ₱42,426,003.40**

Bid Form

To: **DENR Bids and Awards Committee**
DENR-Central Office
DENR Main Building, DENR Compound,
Visayas Avenue, Diliman, Quezon City

Gentlemen and/or Ladies:

I/We, having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin, *if any*, the receipt of which is hereby acknowledge, I/We, the undersigned offer to *supply/deliver/perform the following* in conformity with the said PBDs for the sum specified in the table below 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. The total bid price includes the cost of all applicable taxes, which are itemized herein or in the Price Schedules.

Description	Qty./Unit	ABC (P)	Financial Bid (P)
Procurement of Security Services for the DENR for CY 2024 <i>(Multi-Year Contract – CY 2024-2025)</i>	1 lot	42,426,003.40	
TOTAL BID PRICE (Amount in Words): _____			

If our Bid is accepted, we undertake:

- a. to deliver the goods on accordance with the delivery schedules specified in the Schedule of Requirements of the PBDs;
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs ;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain bidding upon us at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of the company as evidences by the attached Secretary's Certificate/Board of Resolution/Special Power of Attorney in the submitted Omnibus Sworn Statement.

I/We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Legal Capacity (in print)

Duly Authorized to sign for and behalf of:

Date

DENR BIDS AND AWARDS COMMITTEE
REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS

Project: **PROCUREMENT OF SECURITY SERVICES FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)**
(MULTI-YEAR CONTRACT – CY 2024-2025)

Bid Ref. No. **DENR-CO-2023-016**

APPROVED BUDGET FOR THE CONTRACT: P42,426,003.40

ENVELOPE 1: TECHNICAL COMPONENT

CLASS "A" DOCUMENTS

A. LEGAL DOCUMENTS

- (a) Valid and current **Certificate of PhilGEPS Registration (Platinum Membership)** (all pages) *in accordance with Section 8.5.2 of the IRR* (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);

B. TECHNICAL DOCUMENTS

- (b) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (per **Annex I**);

- (c) Statement of the Bidder's Single Largest Completed Contract (SLCC) of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty (50%) of the total ABC (per **Annex I-A**)
- Similar in nature shall mean "**Procurement of Security Services.**"*
- Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:
- i) Copy of End User's Acceptance; or
 - ii) Copy of Official Receipt/s or Sales Invoice or Collection Receipt/s

- (d) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Original Bid Securing Declaration
42,426,003.40	848,520.07	2,121,300.17	No required Amount

1. Bid Securing Declaration per **Annex II**;
2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or
4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security pursuant to Section III, ITB Clause 18.5, to wit:

<input type="checkbox"/>	<p><i>The following are the grounds for forfeiture of Bid Security</i></p> <ul style="list-style-type: none"> ▪ IF A BIDDER: <ul style="list-style-type: none"> a) Withdraws its bid during the period of bid validity. b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184. c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof. d) Submission of eligibility requirements containing false information or falsified documents. e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding. f) Allowing the use of one's name, or using the name of another for purposes of public bidding. g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid. h) Refusal or failure to post the required performance security within the prescribed time. i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification. j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor. k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful. l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons. ▪ IF THE SUCCESSFUL BIDDER: <ul style="list-style-type: none"> a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or b) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.
<input type="checkbox"/>	<p>(e) Conformity with Schedule of Requirements and Technical Specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents.</p>
<input type="checkbox"/>	<p>(f) Original duly signed Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as Annex III with attached <u>Proof of Authority of the bidder's authorized representative/s:</u></p> <ul style="list-style-type: none"> i. FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE): Notarized Special Power of Attorney. ii. FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE: Notarized Secretary's Certificate evidencing the authority of the designated representative/s. <p>Note: <i>Should there be more than one (1) appointed authorized representatives, use the word "<u>any of the following</u>" or "<u>OR</u>", otherwise, all authorized representatives must sign/initial the bid submission</i></p> <p>IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>

C. FINANCIAL DOCUMENTS

(g) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per **Annex IV**).

The NFCC computation must at least be equal to the ABC of this project. The detailed computation using the required formula must be provided.

OR

Original copy of Committed Line of Credit (CLC) per **Annex IV-A** issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of this project.

In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.

Class “B” Document: (For Joint Venture)

If applicable, For Joint Ventures, Bidder to submit either:

- (i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or
- (ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (**Annex V**) signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful and must be in accordance with Section 23.1 (b) of the IRR

In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)]

(h) The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (per Annex V) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.

ENVELOPE 2: FINANCIAL COMPONENT

Completed and signed Financial Bid Form. Bidder must use, accomplish and submit the following:

- a) Bid Form (Revised Annex VI); and**
- b) Detailed Financial Breakdown (Annex VI-A)**

The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.

Further, the bid indicated in the Detailed Financial Breakdown per **Annex VI-A** must be equal to the signed and submitted Bid Form per **Annex VI**.