



**Republic of the Philippines**  
**Clark International Airport Corporation**  
**Bids and Awards Committee**  
 Corporate Office Building, Clark Freeport Philippines  
 Tel No. 045 – 599 – 2888/Fax No. 045 – 599-2888 loc 181

## SUPPLEMENTAL/BID BULLETIN NO.2

This Supplemental/Bid Bulletin is issued to modify, amend or clarify items in the issued Bidding Documents for the **Contracting of Services of Thirty (30) Private Security Agency Guards**.

This shall form an integral part of the said Bidding Documents.

I. The following were the issues and concerns discussed during the Pre-bid Conference:

Item	Queries	Remarks
1	(Query raised by Eaglematrix) Who will certify that the documents submitted are certified copies from the original?	For photocopied documents, the bidder's authorized representative shall certify such copies.  The bidder need not bring the original copy during the submission and opening of bids since such documents shall be verified during post qualification.
2	(Query raised by Eaglematrix) There are three set of copies that are needed to submit; one original and two duplicates. Can we submit a certified copy in lieu of the original copy?	Certified copies of permits and licenses submitted in lieu of the original document shall be accepted. The rest of the document should be submitted in its original form.
3	(Query raised by Royal) I have noticed that certain certifications issued by DOLE, NLRC, etc. are required.  In reference to GPPB Circular No. 1-2008 dated March 7, 2008, clearances from DOLE, SSS, Philhealth or Pag-ibig are restrained from being incorporated in the eligibility or technical requirement.	In accordance with GPPB Circular No. 1-2008, the following certifications and clearances will no longer be required to submit during Opening of Bids: <ol style="list-style-type: none"> <li>1. Certified copy of Certificate of Membership with Social Security System (SSS), Home Development &amp; Mutual Fund (HDM and Philippine Health Insurance Commission (Philhealth) with appropriate company ID number</li> <li>2. Certificate of Good Standing in Payment for Social Security System (SSS), Home Development &amp; Mutual Fund (HDM and Philippine Health Insurance Commission (Philhealth) for the preceding calendar year</li> <li>3. DOLE Clearance</li> <li>4. NLRC Clearance</li> </ol> <p><b><i>The above-stated requirements shall be verified during post-qualification.</i></b></p>
4	(Query raised by Royal) In reference to a GPPB resolution, the "put on hold" phrase in the Cash Deposit Certificate shall no longer be required.	Please refer to the attached format of the Cash Deposit Certificate.

	The GPPB, during its 6 <sup>th</sup> regular meeting on September 2, 2008, revised the format for the cash deposit certificate, deleting the phrase "put on hold."	
5	(Query raised by Symex) Regarding the DOLE and NLRC Clearances, what if the bidder has a pending case, will it be a ground for disqualification?	No.
6	(Query raised by Eaglematrix) Banks use their own format for bank certificates, what will be the effect if it does not conform to the forms required by GPPB?	The forms that were provided in the bidding documents are just prescribed forms. Though some banks have their own format, its content or substance should be similar to the provided sample forms to be accepted.
7	(Query raised by Eaglematrix) Regarding manpower requirements item 14.1 (d) of the bid data sheet, are we required to submit their individual resume?	The resume shall be submitted and verified during the post-qualification.
8	(Query raised by Mustang) In reference to item 14.1 (d) "3. Guards must have undergone Aviation Security Training from Department of Transportation and Communication-Office of Transportation Security (DOTC-OTS) accredited training center." Will AVSEC training conducted by PNP-AVSEGRP be accepted?	AVSEC training conducted by PNP-AVSEGRP and Civil Aviation Training Center (CATC) shall be accepted.  The bidder, however, must submit a certificate issued by DOTC-OTS certifying that their guards are AVSEC qualified.  The certificate shall be submitted as part of the eligibility document.
9	(Query made by PASSCOR) On page 51, Other conditions: "2. The contracted security personnel must be managed by trained and competent agency personnel who has completed and passed an Airport Security Management or Aviation Security (AVSEC) Course from any DOTC-OTS accredited training institution." Are we required to submit a certification from DOTC-OTS that the training center is an accredited training institution?	Yes, it shall be included in the eligibility document.
10	(Query raised by Eaglematrix) How about if our renewal for License to Operate (LTO) is still on process, can we submit a certificate that it is still on process?	Yes, a certificate indicating that it is still on process shall be accepted.
11	(Query raised by Symex) May we also consider other documents that are still on process such as the SEC Certificate of Good Standing.	No certifications shall be accepted in lieu of the required SEC Certificate of Good Standing.
12	(Query made by PASSCOR) It is stated on page 28, item 18.4: "Bid prices shall be fixed". Does it mean that in case of a mandated wage increase; the contract price will not be adjusted?	The contract price shall be adjusted automatically in case of a mandated wage increase.

13	(Query made by PASSCOR) Schedule for Submission and Opening of Bids	February 26, 2009 (Thursday), 2:00 PM, CIAC Board Room.
14	(Query raised by Mustang) Will the same rules apply as in the previous bidding; say if we submitted after 2:00 PM, the bids shall not be accepted?	Yes, same rules apply. Late bids shall not be accepted.
15	(Query raised by Symex) One of the basis for awarding the project is the bidder with the lowest calculated bid. Since we are bounded by PADPAO rates, does this mean all bidders will be competing only on the profit margin or admin overhead part?	Yes, all bidders are required to comply with PADPAO rates; thereby, the point of competition shall be on the admin overhead or profit margin.
16	(Query raised by Symex) Regarding equipment, specifically p.53 item no.6: "5 units M12 Gauge shotgun (branded), with sling and basic load ammunitions. What may be considered branded?"	We are not allowed to state brand names. The bidder shall decide what brand to bid for as long as it complies with the technical specifications.
17	(Query made by PASSCOR) Page 50, B. Manpower Qualifications and Other Conditions: "3. Guards must have undergone Aviation Security Training from Department of Transportation and Communication-Office of Transportation Security (DOTC-OTS) accredited training center". Are we required to submit a certificate that our guards have undergone AVSEC training?	Yes, the certificate shall be submitted as part of the eligibility document.
18	(Query made by Royal) Securing clearances such as SEC Certificate of Good Standing will take time considering we have only two weeks to accomplish all required documents. Further, the Certificate of Good Standing from SEC and PNP SAGSD violates the GPPB ruling. In lieu of those clearances, may we suggest that a certificate under oath be submitted	As of the moment, no changes will be made regarding the required documents. Should the BAC decides otherwise, the decision shall be included in the Bid/Supplemental Bulletin.
19	(Query raised by Symex) We are required to submit a certificate of Good Standing for the last three years issued by PNP-SAGSD; however, the said certificate is valid for thirty days only.	Bidders are instructed to submit the certificate of good standing issued to them the previous years and the certificate to be issued to them this year.  Item 13.2 (b.3) of the Bid Data Sheet should read as follows: "8. Certificate of Good Standing for the current and previous years issued by the PNP-SAGSD and for the last three years issued by PADPAO."
20	(Query made by Mustang) In case the security agency has no AVSEC trained personnel as of the moment, can they still apply for the training? Or is it required that its personnel have already	The mere fact that the security agency has been accredited by DMIA, it follows that the security agency has personnel who has undergone AVSEC training.

	undergone training?	
21	(Query made by PASSCOR) Regarding the financial component, are we still required to submit the sample computation for admin overhead? Or are we required to submit only the Standard Cost Distribution as Bill of Quantities?	Since the attached computation for the admin overhead is just a sample format, it shall not be submitted. All bidders are required to submit an accomplished and signed Standard Cost Distribution as Bill of Quantities.

II. Additional reminders to all bidders:

1. All prospective bidders are required to submit three sealed envelopes. Envelope 1 shall contain the **Eligibility Documents**; Envelope 2 shall contain the **Technical Proposal** and Envelope 3 shall contain the **Financial Proposal**. Each envelope must contain one original copy and two duplicates of the required documents.
2. All prospective bidders are instructed to follow the sequence of the required documents as provided in the checklist. It was likewise advised to use tabs and provide table of contents.
3. The following documents are required to be notarized:
  - a. Certification of Non-inclusion in the Blacklist
  - b. Credit Line Certificate
  - c. Letter of Authority to Validate Submitted Documents
  - d. Certificate of Authenticity
  - e. Authority of Signatory
  - f. Certification as to Compliance of Existing Labor Laws and Standards
  - g. Affidavit of Disclosure of No relationship
  - h. Certification on Bidder's Responsibilities
  - i. Affidavit of Site Inspection (to be included in the technical envelope-2<sup>nd</sup> envelope)
4. The validity period for the bid price and bid security shall be 120 calendar days from the date of the opening of bids.
5. For the required list of similar completed government and private contracts, the value of the prospective bidder's single largest contract must be at least 50% of the ABC or Php 2,654,490.60.
6. For the Net Financial Contracting Capacity (NFCC), the NFCC should be at least equal to the ABC or Php 5,308,981.20.
7. Regarding cash deposit certificate, the bidder shall certify and commit not to withdraw a cash deposit in the amount equal to at least 10% of the ABC or Php 530,898.12. The certificate shall be valid for 120 cd from the date of issuance.
8. The winning bidder is required to submit the billing statement within two weeks of the succeeding month.
9. It is a mandatory requirement that the original and the number of copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All pages of the Bid shall be initialed by the person or persons signing the Bid as indicated in the Secretary's Certificate or Special Power of Attorney.
10. All photocopied documents to be submitted to the BAC must be signed by the Bidder or his duly authorized representative (as indicated in the Secretary's Certificate or Special Power of Attorney) certifying that such documents are true copy of the original. The original copy of the documents will be verified during the post-qualification.

11. Supplemental/Bid Bulletins shall be issued to all prospective bidders via e-mail, fax, or registered mail. All prospective bidders are required to submit an acknowledgment receipt for the said supplemental/bid bulletins to the Office of the BAC Secretariat also via e-mail, fax, or registered mail.
12. The last day for the submission of queries or request for clarification is February 16, 2009 (Monday), 5:00 PM.
13. The schedule for the Submission and Opening of Bids is on February 26, 2009 (Thursday), 2:00 PM at the Clark International Airport Corporation, Board Room, Corporate Office Building, Clark Freeport Philippines. **Late bids shall not be accepted.** The reference for the time shall be the biometric system situated within the Corporate Office Building.

***CIAC reserves the right to accept or reject any Bid, and to annul the bidding process and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.***

For the guidance and information of all concerned.

BIENVENIDO O. MANGA  
Chairman, BAC  
Issued on: February 18, 2009

Received by:

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Name and Signature of the Representative

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Name of Company