

**BIDS AND AWARDS COMMITTEE**

**BID BULLETIN NO. 2016-09**

The Career Executive Service Board (CESB) through the BAC herewith informs the **AMENDMENT/S OR CHANGE/S relative to the conduct of PROCUREMENT OF CONTRACT OF SECURITY SERVICES (2 GUARDS) FOR THE PERIOD JANUARY TO DECEMBER 2017:**

**INCLUSION OF THE PROVISIONS IN THE SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS**

## **Section VI. Schedule of Requirements**

### **A. Description of Goods**

The SUPPLIER shall provide the PROCURING ENTITY with the following:

Item Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Licensed Security Guards with licensed firearms and in complete uniform	2	2	From January 1 to December 31, 2017, posting for twenty-four (24) hours on a twelve (12) hour shift per guard providing security to CESB Personnel, five-storey CESB building and property

## **B. Equipment of Security Guard**

1. Valid Licensed Service firearms
  - Revolver cal. 38 with twelve (12) live ammunitions each
2. VHF Portable handheld radio 200-300 Mhz with extra pack and battery charger
3. Metal detector
4. Flashlight with batteries
5. Night stick
6. Handcuffs
7. Medical Kit
8. Umbrella
9. Rain boots
10. Whistle
11. Megaphone
12. Other tools and equipment, if any (specify)  
*(State unit cost/total cost)*

## **C. Delivery Schedule**

The contract delivery shall be made within one year from the date of receipt of the Notice to Proceed (NTP) or the date of effectivity of the contract as provided for in the NTP.

## **D. Delivery Address**

The services shall be delivered to the Career Executive Service Board with the address #3 Marcelino Street, Holy Spirit Drive, Diliman, Quezon City

## **E. Delivery and Receiving Instructions**

Good as specified in this Schedule of Requirement and/or Technical Specifications shall be delivered only to the address herein.

## Section VII. Technical Specifications

Item	Specification	Statement of Compliance
#1	The contractor shall be responsible in providing security services for the CESB, twelve (12) months, seven (7) days a week, 24 hours a day. Two (2) guards will render 12 hours per day	Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of <b>ITB</b> Clause3.1 (a)(ii) and/or <b>GCC</b> Clause 2.1 (a)(ii).
#2	Provision for the following: A. Labor Cost - Average Pay/Month - Night Differential	

	<ul style="list-style-type: none"> <li>- 13<sup>th</sup> Month Pay</li> <li>- 5 days Incentive Pay</li> <li>- Uniform Allowance</li> </ul> <p>B. Benefits</p> <ul style="list-style-type: none"> <li>- Retirement Benefit</li> <li>- SSS Premium</li> <li>- Philhealth Contribution</li> <li>- State Insurance Fund- Pag-ibig Fund</li> </ul>	
#3	<p>Service provider must maintain a satisfactory level of performance throughout the term of the contract based on the following performance criteria:</p> <ul style="list-style-type: none"> <li>- Quality of service delivered</li> <li>- Time management</li> <li>- Management and suitability of personnel</li> <li>- Contract administration and management</li> <li>- Provision of regular reports</li> </ul>	
#4	<p>Other Technical parameters:</p> <ol style="list-style-type: none"> <li>1. Stability <ol style="list-style-type: none"> <li>a) Years of Experience: at least five (5) years in front line security service</li> <li>b) Liquidity of the contractor: (Current Assets minus stocks minus current liabilities based on latest Balance Sheet)</li> <li>c) Organizational set-up: with good office set-up, personnel and office tools and equipment</li> </ol> </li> <li>2. Resources <ol style="list-style-type: none"> <li>a) Number and kind of equipment and supplies: with the minimum number and kind of equipment and supplies as specified in</li> </ol> </li> </ol>	

	<p>Section VI. Schedule of Requirements</p> <ul style="list-style-type: none"> <li>b) Number of Licensed Guards: 2 security guards-qualified, licensed, bonded, uniformed, highly trained and armed security guards</li> </ul> <p>3. Security Plan</p> <ul style="list-style-type: none"> <li>a) Tailored fit for CESB Building and compound, and perimeter areas</li> </ul> <p>4. Other Factors</p> <ul style="list-style-type: none"> <li>a) Recruitment and Selection Criteria: training conducted for the Security Guards before deployment, educational and age among others, as such: <ul style="list-style-type: none"> <li>1) Not less than 22 but not more than 55 years of age</li> <li>2) With at least five (5) relevant trainings relative to frontline services</li> <li>3) Physically and mentally fit</li> <li>4) With clearance from NBI, PNP, PDEA, psychiatrist test</li> <li>5) Completeness of uniform and other paraphernalia as prescribed under RA No. 5487 and its IRR</li> <li>6) Copies of the licenses, training certificates and other requirements of the guards to be assigned</li> </ul> </li> </ul>	
#5	Other additional requirement offered	

Clarification/amendments made herein shall be construed as an integral part of the Bidding Documents.

ORIGINAL SIGNED

**Atty. GISELLE G. DURANA**

Chairperson, Bids and Awards Committee

Career Executive Service Board