



National Center for Mental Health

SUPPLEMENTAL BID BULLETIN

ADDENDUM NO. 1

PUBLIC BIDDING FOR SECURITY OUTSOURCING SERVICE CY 2024

This Supplemental Bid Bulletin No. 1 dated **October 17, 2023** is issued to clarify, modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

A. Amendments / Clarifications

FROM	TO
<p>ON SECTION VII: TECHNICAL SPECIFICATIONS / TERMS OF REFERENCE:</p> <p>Under Item No. 5</p> <p>5. Ten (10) units CCTV Camera w/ monitor</p> <p>5.1 NVR 8 Channel/4TB HDO/IP CAM Bullet 5mp/32 inches monitor</p> <p><u>Query:</u></p> <p>➤ “We would like to clarify the Technical Specification Section 5 on the installation of ten (10) units of CCTV cameras with monitor. On the other hand, sub-section 5.1. specifies an NVR 8 channel/4TB HDO/I CAM Bullet 5mp/32 inches monitor. Given the disparity and based on standards, the CCTV cameras with monitor should be commensurate to the number of NVR 8 channels to function efficiently and properly.</p>	<p>ON SECTION VII: TECHNICAL SPECIFICATIONS / TERMS OF REFERENCE:</p> <p>Under Item No. 5</p> <p>5. Ten (10) units CCTV Camera w/ monitor</p> <p>5.1 <u>NVR 16 Channel/ 2 pieces 4TB</u> HDO/IP CAM Bullet 5mp/32 inches monitor</p>
<p>Under Item No. 3 (a)</p> <p>a. Patrol Vehicle:</p> <ul style="list-style-type: none"> • Two (2) Land Transportation Office (LTO) registered Multi-cab and Tricycle, and; • Two (2) Land Transportation Office (LTO) registered Motorcycle <p><u>Query:</u></p> <p>➤ “The winning bidder shall issue two (2) multi-cab, a 4-wheeled small truck type vehicle and one (1) motorcycle.”</p>	<p>Under Item No. 3 (a)</p> <p>a. Patrol Vehicle:</p> <ul style="list-style-type: none"> • Two (2) Land Transportation Office (LTO) registered Multi-cab and Tricycle, and; • Two (2) Land Transportation Office (LTO) registered Motorcycle <p><u>Answer:</u></p> <p>➤ <u>AS IS.</u></p>

“There is no Health without Mental Health”

<p>Under Item No. 1</p> <p>xxx. Roving Guards for Sector 1 shall cover the following areas: Administration Building, Personnel Section, Dietary Section, MTO Library, Chapel, Men's Dormitory, Women's Dormitory, Zonta, Shangrila, Pavilion 2, Pavilion 3, and perimeter wall of NCMH.</p> <p>Roving Guards for Sector 2 shall cover the following areas: EDMRV Oval, Cottages 1 to 3, Pavilion 11, Laundry area, Morgue, Staff Cottages, Pavilion 7, Laboratory, Pump House, Pavilion 30, Dump site, and Perimeter wall of NCMH. xxx</p> <p><u>Query:</u></p> <p>➤ <i>“Will the drivers of these vehicles be coming from the pool of security personnel that the winning bidders will deploy?”</i></p>	<p>Under Item No. 1</p> <p>xxx. Roving Guards for Sector 1 shall cover the following areas: Administration Building, Personnel Section, Dietary Section, MTO Library, Chapel, Men's Dormitory, Women's Dormitory, Zonta, Shangrila, Pavilion 2, Pavilion 3, and perimeter wall of NCMH.</p> <p>Roving Guards for Sector 2 shall cover the following areas: EDMRV Oval, Cottages 1 to 3, Pavilion 11, Laundry area, Morgue, Staff Cottages, Pavilion 7, Laboratory, Pump House, Pavilion 30, Dump site, and Perimeter wall of NCMH. xxx</p> <p><u>Answer:</u></p> <p>➤ <u>YES.</u></p>
<p>ON CHECKLIST FOR BIDDERS:</p> <p>➤ <i>“Regarding the sealing, marking, and submission of documents: Do we need to submit only one copy for eligibility and technical Documents, along with one original copy for the financial document Is there no requirement for additional copies such as Copy 1, Copy 2 and so forth?”</i></p>	<p>ON CHECKLIST FOR BIDDERS:</p> <p>➤ Instructions:</p> <ol style="list-style-type: none"> 1. <u>A bidder must submit one (1) original during submission and opening of bids and two (2) additional copies of the original are requested to be submitted on the submission of the additional requirements for post qualification. All documents shall be current and updated. (Note: Supplier's may submit (2) additional copies during Submission and Opening of Bids)</u> 2. <u>The “ORIGINAL” copy of the bid form shall be typed or written in ink and shall be signed by the bidder or its duly authorized representative.</u> 3. <u>To facilitate the evaluation of the bids, bidders are advised to compile the documents in two (2) separate folders (i.e., one for Eligibility/Technical Documents and another for Financial Documents), properly labeled and tabbed, and following the sequence provided herein.</u>
<p>ON SECTION VI: SCHEDULE OF REQUIREMENTS</p> <p>➤ “Regarding the given format for Section VI:</p>	<p>ON SECTION VI: SCHEDULE OF REQUIREMENTS</p>

<p>Could you please confirm if the agency is not required to make any alterations to the provided format, particularly with regard to the delivery period, as indicated in Section VI of the requirements?"</p>	<p>➤ <u>This section is intended only for the bidder's signature, for their conformity and compliance. The delivery period is part of the conditions stated in the Technical Specifications and approved Terms of Reference submitted by the end-user that forms a vital part of the process. Alterations/revisions depends on the end-users assessment and evaluation.</u></p>
<p><u>Additional Queries:</u></p> <p>➤ "Will the winning bidder provide the gasoline allowance for all vehicles? If yes, how much will you be requiring on a monthly basis for each vehicle?"</p> <p>➤ "How about the repair and maintenance of all vehicles?"</p> <p>➤ "The specifications of the bid states that it will follow the use of RA 9184 (also known as the Government Procurement Act) in determining the administrative fee for the security services. However, Republic Act 11917 (also known as The Private Security Services Industry Act) released in July 2023, has a repealing clause which states: <u>Section 19. Repealing Clause. – Republic Act. No. 5487 is hereby repealed. All other laws, presidential decrees or issuances, executive orders, letters of instruction, rules, regulations and administrative orders inconsistent with the provisions of this Act are hereby repealed or modified accordingly.</u> Thus, RA 11917 should be invoked.</p> <p>➤ "Concerning the Administrative Fee: Is the prescribed Administrative fee set at 20% as per DOLE guidelines, or is there flexibility to propose a rate lower than 20% in accordance with GPPB regulations?"</p> <p>➤ "Regarding the Single Largest Completed Contracts (SLCC): Are we permitted to utilize any contracts, whether from private or government entities,</p>	<p><u>Answers:</u></p> <p>➤ <u>Repair, gasoline expenses, maintenance of all security patrol vehicle in hospital operation shall be shouldered by the winning bidder.</u></p> <p>➤ <u>The provisions of R.A. 9184 should prevail pursuant to NPM No. 089-2016 of GPPB. Thus, no Administrative Fees worth 20% of the ABC should be given for the procurement of security services.</u></p> <p>➤ <u>Contracts from private or government entities are permitted. Please refer to the attached Statement of Single Largest Completed Contract which is</u></p>

<p><i>without requiring a direct correlation to a hospital or center?"</i></p> <p>➤ <i>"Regarding the computation factors: Could you kindly inform us whether the calculation for our Financial bid should adhere to the figures provided in the DOLE handbook 2022, specifically 394.4 or 395?"</i></p> <p>➤ <i>"Rates: Are the rates in accordance with the latest revisions?"</i></p> <p>➤ <i>"Eligibility & Technical Requirements: Do we need to include a list of the guards, vehicles, and telecommunication devices owned by our agency in the documents to be submitted?"</i></p> <p>➤ <i>"Certification / Clearances from SSS/Pag-Ibig/ PhilHealth: Are we required to furnish valid certifications or clearances from SSS, Pag-Ibig, and PhilHealth?"</i></p>	<p><i><u>similar in nature for the past two years (Annex: Sample Forms) in the Bid Form and supply the data required.</u></i></p> <p>➤ <i><u>394.40 in reference from the Wage Order No. NCR-24.</u></i></p> <p>➤ <i><u>Yes, it complies with the most recent updates.</u></i></p> <p>➤ <i><u>Yes.</u></i></p> <p>➤ <i><u>Yes, upon deployment of Security Personnel. Please refer to the Terms of Reference.</u></i></p>
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Other Matters:

- A. Bid Security shall be 120 calendar days from the date of submission and opening of bids.
- B. Section VII: Technical Specifications - Please write "COMPLY" to indicate that requirements are met.
- C. *Eligibility requirements and technical proposal should be in one folder and financial proposal in a separate folder, with shoelace on top instead of fastener, table of contents and index tabs in words, not numbers.*
- D. *Folder of Eligibility requirements and technical proposal should be placed in one envelope. And folder of Financial proposal should be in another envelope. Both envelopes shall then be placed in one mother envelope marked as "Original Bid"*
- E. Documents should be arranged chronologically according to the checklist issued.
- F. Color code for folders and envelope: **BLACK**
- G. Typographical error must be counter signed by the authorized representative.
- H. All other provisions on the bidding documents which are not affected shall remain in effect.

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- I. The deadline for **Submission and Opening of Bids** is scheduled on **October 24, 2023, 9:00 AM**, at the **PAG-ASA Hall**, National Center for Mental Health Compound, Mandaluyong City.
- J. Any bid submitted after the deadline for submission shall be declared "**LATE**" and shall NOT be accepted.
- K. The BAC shall open the bids immediately after the deadline for submission and receipt of bids. For the information and guidance of all concerned.



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