



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)

East Avenue cor. NIA Road, Quezon City

Website: www.lra.gov.ph

LRA BIDS AND AWARDS COMMITTEE
ON PROCUREMENTS OF GOODS, SUPPLIES & MATERIALS
MINUTES OF THE PRE-BID CONFERENCE ON THE PROVISION SECURITY
SERVICES IN THE LRA CENTRAL OFFICE AND ITS REGISTRIES OF DEEDS
NATIONWIDE
01 DECEMBER 2022
10:00 A.M. via Zoom Meeting

ATTENDEES:

Vice-Chairperson:

Engr. Ser John C. Pastrana

BAC Members:

Atty. Maria Rosario Mariñas

Ms. Marilyn C. Custodio

Mr. Nestor I. Misalucha

TWG Members:

Mr. Marion Jay Estacio

Mr. Kristian Malvin Salcedo

Ms. Teresita Negrillo

Mr. Anthony Brandon Juan

Secretariat:

Ms. Ma. Rudylyn Cebrero

Ms. Nonette Khalil M. Amparo

Ms. Jan Louis L. Lanzona

Mr. Mark Kevin Biagtan

Absent:

Atty. Kay Kari Ann J. Gempis

Atty. Jayferson Medrano

Atty. John Paul Hidalgo

Atty. Adrian Fadrihan

Mr. Sherwin Sanchez

Engr. Marishane Cruz

Mr. Kristian Malvin Salcedo

Mr. Glenn Valerie Antonio

Atty. Mary Rose Alconaba

Ms. Grace Culannay

Mr. Rae Vincent H. Guino-o

Mr. Leif Mark Andrew Fontiveros

Ms. Ruela Abuy

Ms. Mica Ella Solitario

PROSPECTIVE BIDDERS:

URDUJA SECURITY SERVICES, INC. (USSI)

Representative: Ms. Annaliza Fernandez

STATEGUARD SECURITY CORPORATION (SSC)

Representatives: Mr. Alan V. Rojo and Col. Leandro M. Ayop (Ret.), CSP, CCSM, OSH,
Opns/DLO/Training Officer of SSC

ODIN SECURITY AGENCY, INC.

Representative: Ms. Drusilla P. Tagudan

OBSERVER/S PRESENT:

While letters to observers were sent via email, there were no observers who attended the pre-bidding conference. Also, the Commission on Audit was personally attended by the assigned BAC-Secretariat but only Ms. Ferose P. Marzo who heeded with our invitation to attend the pre-bid.

AGENDA:

Pre-Bid Conference for the Provision of Security Services in the LRA Central Office and its Registries of Deeds Nationwide

CALL TO ORDER:

Upon confirmation of the existence of a quorum and subsequent to the roll call by Ms. Nonette Khalil Amparo, BAC-Secretariat member, the meeting was called to order at 10:30 a.m. and was presided by the Vice-Chairperson, Mr. Ser John C. Pastrana.

DISCUSSION OF THE AGENDA:

Under the Revised Implementing Rules and Regulations of Republic Act No. 9184, all prospective bidders were allowed to participate in the Pre-Bid Conference. The Approved Budget for the Contract (ABC) is Five Million Three Hundred Thirty-Three Thousand Three Hundred Thirty-Three Pesos and Thirty Three Centavos (Php 5, 333, 333. 33) per month or Fifty-Three Million Three Hundred Thirty-Three Thousand Three Hundred Thirty-Three Pesos and Thirty Three Centavos (Php 53, 333, 333.33) for ten (10) months.

Ms. Lanzona presented and discussed the pertinent provisions of the bidding documents for the Provision of Security Services in the LRA Central Office and its Registries of Deeds nationwide. After all the matters pertaining to the said project have been read and discussed before the Committee and the prospective bidders, Mr. Pastrana opened the floor for the prospective bidders' issues, concerns and/or points of clarification with regard to herein subject matter.

ISSUES AND CONCERNS:

Subsequent to the presentation of the Bid Documents by the BAC-PGSM Secretariat, several questions were lodged before the Committee by the participating prospective bidders, to wit:

(Note: Answers provided herein below are still subject to the final discussions of the Committee which will be manifested in a Bid Bulletin to be issued for that purpose. Other further amendments to the provisions of the bidding documents will also be included in the Bid Bulletin that will be issued thereafter.)

1. **Ms. Annaliza Fernandez of Urduja Security Services, Inc.**, inquired to the Committee if it is still necessary to attach a contract/s in the statement of on-going projects?

Answer:

It is no longer necessary to attach any contract in the statement of on-going projects because under Section VIII (Checklist of Technical and Financial Documents), it is only the statement which is required for submission.

2. **Mr. Alan Rojo of Stateguard Security Corporation**, inquired to the Committee if it is still required to submit the standard cost distribution as an additional attachment of financial documents.

Answer:

Yes, the prospective bidders are mandated to submit their corresponding standard cost distribution with their respective bids in order for the Committee to cohere if the prospective bidders' computation exactly conformed with the updated standard cost distribution set forth by the proper government agency assigned.

3. **Ms. Drusilla P. Tagudan of Odin Security Agency, Inc.**, asked how did the Committee come up with the 5-day/7-day work week for security guards in different Registry of Deeds in every region?

Answer:

Five (5)-day work week arrangements were applicable to Registries of Deeds with one (1) deployed security guards while the seven (7)-day work week arrangement applies to Registries of Deeds with two (2) or more deployed security guards.

4. **Ms. Drusilla P. Tagudan of Odin Security Agency, Inc.**, inquired to the Committee about the correction on the number of days per year in the attached LRA cost distribution.

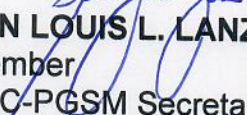
Answer:

As per further verification and research of the Committee, it has been confirmed that the correct amount is **Php 394.40**, instead of Php 393.80.

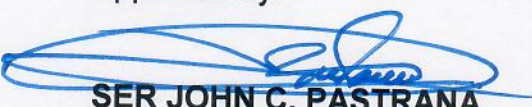
ADJOURNMENT:

There being no other issues raised or matters to be discussed, the Pre-Bid Conference ended at around 11:30 a.m.

Prepared by:


JAN LOUIS L. LANZONA
Member
BAC-PGSM Secretariat

Approved by:


SER JOHN C. PASTRANA
Vice Chairperson, BAC-PGSM