



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG KATARUNGAN  
**PANGASIWAAN SA PATALAAN NG LUPAIN**  
**(LAND REGISTRATION AUTHORITY)**  
East Avenue cor. NIA Road, Diliman, Quezon City

**MEMORANDUM**

10 November 2023

FOR : **ALL PROSPECTIVE BIDDERS**

SUBJECT : **BID BULLETIN 1**

FOR : **EARLY PROCUREMENT ACTIVITY (EPA) FOR THE PROVISION OF SECURITY SERVICES IN THE LAND REGISTRATION AUTHORITY AND ITS REGISTRIES OF DEEDS NATIONWIDE FOR CY 2024**

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This Bid Bulletin is hereby issued to all prospective bidders, for their information and guidance, on the submission of their respective proposals for the Early Procurement Activity (EPA) for the Provision of Security Services in the Land Registration Authority and its Registries of Deeds Nationwide for CY 2024.

These changes, revisions, modifications or clarifications shall become an integral part of the Contract and Bidding Documents and shall be taken into account in the submission of the prospective bidders' sealed proposals.

I. Issues and Concerns

**Ms. Annaliza M. Fernandez of Urduja Security Services, Inc.** submitted written queries concerning the following:

1. "We would like to clarify regarding the application of the Provision of Section 4 of DOLE Department Order No.150-16 and IRR of RA 11917 Section 371 which imposes a minimum of 20% administrative fee of the total contract cost for Service Agreement for security services which counters provision of Section 31 of Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations. Also, we would like to confirm if we are going to follow the latest PADPAO Rates for the detailed computation of the Cost Distributions."

**ANSWER:** Pursuant to Department of Labor and Employment Department Order No. 150-16, the Committee is unable to give the minimum 20% administrative fee due to budget constraints. This Authority follows Section 31, of Republic Act No. 9184 and its 2016 Revised Implementing Rules and Regulations which provides that:

*"Section 31 Ceiling for Bid Prices. The ABC shall be the upper limit for the Bid prices. Bid prices that exceed this ceiling shall be disqualified outright from further participating in the bidding. There shall be no lower limit to the amount of the award"*



And also, The Committee confirms that the basis for the computation of the cost distribution is the current PADPAO rates. In the evaluation of the bids, the BAC shall strictly enforce the PADPAO rates for the amounts due to the guards and amounts due to the government.

2. “And as for the list of ongoing contracts, do we need to attach supporting documents such as notice of award, notice to proceed and contracts or the list itself is already sufficient.”

**ANSWER:** The Committee clarifies the requirement of Statement of the prospective bidder of all its ongoing government and private contracts, is merely a “statement/list” of all ongoing contracts. It refers to a list to be made by the bidder relative to all its ongoing government and private contracts, and not the actual submission of the physical Notice of Award, Notice to Proceed, and Contracts.

The actual submission of these documents is required during the conduct of the post-qualification activity to the bidder declared with the lowest calculated bid.

End of Bid Bulletin No. 1 [Early Procurement Activity (EPA) for the Provision of Security Services in the Land Registration Authority and its Registries of Deeds Nationwide for CY 2024.]

*Issued on 10 November 2023*

**BIDS AND AWARDS COMMITTEE FOR NON-INFRASTRUCTURE**



**ATTY. TRISTAN E. DE GUZMAN**  
Chairperson, LRA-BAC