



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

**LRA-Bids and Awards Committee**  
**For Non-Infrastructure(BAC for Non-Infra)**  
**Minutes of the Meeting**  
**13 December 2024 - 8:30 - 9:30 A.M.**  
**5<sup>th</sup> Floor LRA Multipurpose Hall and via Zoom**

**ATTENDEES:**

**BAC MEMBERS**

**Chairperson** : Ms. Mary Jane G. Ysmael  
**Vice-Chairperson** : Mr. Angelo Chris Luis M. Dellosa  
**Members** : Ms. Christina V. Pagtulingan (*online*)  
Ms. Meilina F. Pangdan  
Atty. Jayferson F. Medrano  
Ms. Leila C. Astronomia (*online*)

**TECHNICAL WORKING GROUP**

**Head** : Mr. Nestor I. Misalucha  
**Assistant Head** : Atty. John Paul H. Hidalgo  
**Members** : Mr. Sherwin N. Sanchez  
Mr. Marion Jay C. Estacio  
Ms. Grace Ann A. Lico

**SECRETARIAT**

**Head** : Atty. May B. Bongalon  
**Assistant Head** : Atty. Mark A. Geronimo  
**Members** : Ms. Maria Rudylyn A. Cebrero  
Ms. Nonette Khalil M. Amparo  
Ms. Eunalize E. Zapanta  
Ms. Bernadette D. Uruga  
Ms. Princess Mae A. Camiloza  
Ms. Marien M. Zafe  
Ms. Jamie Lou E. Magboo - Technical Assistant I

**End – User** : Engr. Glorieta P. Lacambra (**GSD**)

**AGENDA** : **Pre-Bid Conference for the The Provision of Security Services in the Land Registration Authority and its Registries Of Deeds Nationwide for FY 2025**

**Prospective Bidder/s:**

1. ICT Security and Investigation Agency Inc.;
2. Urduja Security Services Inc.; and
3. Odin Security Agency.



### **Observer/s Present:**

The Pre-Bid Conference has not been attended by observers despite that the Invitation to Bid dated 10 December 2024 of the LRA-BAC for Infrastructure has been sent.

### **CALL TO ORDER:**

Mr. Angelo Chris Luis M. Dellosal (Vice Chp. Dellosa), Vice-Chairperson for LRA-BAC Non-Infrastructure, presided the Pre-Bid Conference for the **Provision of Security Services in the Land Registration Authority and its Registries Of Deeds Nationwide for FY 2025**. Upon confirmation of a quorum, he formally called it to order at 8:45 A.M.

### **DISCUSSION OF THE AGENDA:**

The Vice-Chairperson then acknowledged the presence of the prospective bidder/s namely (1) **ICT Security and Investigation Agency Inc.**; (2) **Urduja Security Services Inc.**; and (3) **Odin Security Agency**.

Under the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, all prospective bidders are allowed to participate in the Pre-Bidding Conference. For this project, the Approved Budget for the Contract (ABC) is **Fifty-Three Million Four Hundred Fifty Thousand Pesos Only (Php 53,450,000.00), VAT inclusive**.

Ms. Marien M. Zafe, Member of the BAC Secretariat, presented and discussed the pertinent provisions of the bidding documents for this procurement project.

After all important matters have been discussed, Vice Chp. Dellosa opened the floor to address issues/concerns of the prospective bidders and for the body's clarification/resolution thereto.

### **ISSUES AND CONCERNS:**

*(Note: All questions and clarifications raised during the pre-bid conference shall be in writing and must be submitted to the LRA-BAC three days after the conclusion of the Pre-Bid Conference.)*

### **For your information and guidance:**

**As to the deadline of submission of bids:** *The deadline for submission of Bids is on 26 December 2024 at exactly 8:00 A.M. and the opening of bids shall be at 8:30 A.M. of the same day. Please use the LRA website clock as your reference for synchronicity of time.*

**As to the delivery period:** *The delivery period is within one hundred (120) calendar days or four (4) months, upon receipt of an Approved Notice to Proceed.*

**As to the use of tabbings/markings:** *Please put tabbings on your bidding documents so we can easily identify and locate the documents that we need to verify.*

Subsequent to the presentation of the Bid Documents by the BAC Secretariat, several questions were lodged before the Committee by the prospective bidders. The latter raised the following concerns:




Provision	Questions/Queries/Clarifications	BAC's Response
<i>Section II Instruction to Bidders</i>	May we request for the price for the PAD PAO Rates for the security guards that will be assigned for 5 days and for 7 days.	Please send us a formal letter or email for all your queries so we will be able to include it on our bid bulletin.
<i>Section II Instruction to Bidders</i>	For the ongoing contracts what are the attachments we need to include?	Just the list.
	How many copies do we need to submit?	Just one.

*(Note: The answers provided herein are still subject for deliberation by the Committee and will be reflected in the Bid Bulletin to be issued after seven days from the conclusion of the Pre-Bid Conference. Other amendments, if any, to the provisions of the bidding documents will also be included in the said Bid Bulletin.*

**ADJOURNMENT:**

There being no other matters to be discussed, the pre-bid conference adjourned at 9:30 A.M.

Prepared by:

  
**NONETTE KHALIL M. AMPARO, RN**  
 Secretariat, BAC for Non-Infrastructure

Reviewed by:

Sgd.  
**ATTY. MARK A. GERONIMO**  
 Assistant Head, BAC Secretariat for Non-Infrastructure

Approved by:

  
**MS. MARY JANE G. YSMAEL**  
Chairperson, LRA-BAC for Non Infrastructure