

**CASINO FILIPINO-MANILA BAY
MINUTES OF THE MEETING
HELD BY THE BRANCH BIDS AND AWARDS COMMITTEE (BBAC)
ON OCTOBER 8, 2020 1:00 PM, THURSDAY
AT THE GROUND FLOOR GAMING AREA**

AGENDA : PRE-BID CONFERENCE

**PROCUREMENT OF THREE (3) YEARS JANITORIAL
SERVICES FOR MAIN**

ITB NO.: PB20-09-002MAB

PRESENT :	SHEILA D. VERSOZA	Chairperson
	MELECIO A. ASTILLA	Member, SHRO
	MENANDRO T. DELA CRUZ	Member, SMLO
	ELIAZAR B. MAYOR	Member, SSO
	GEOFFREY E. ALFARO	Representative, End-user
	JACLYNN A. ALVARADO	Procurement Officer I
	MYLYN ILARDE	Procurement Staff II

MARIA SHERYL B. LAURIO, Front Runners Property Maintenance and Gen. Services Corporation
RHODORA C. ADVINCULA, Ultimate Care Janitorial and Allied Services
NERISSA A. MARINO, Epite Services, Inc.
CARMEN J. AMURAO, Dearjohn Services, Inc.
FERDINAND N. MARCELO, Royal Building Maintenance & Services, Inc.

1.0 CALL TO ORDER

Ms. Sheila D. Verzosa, Chairperson of the Branch Bids and Awards Committee called the meeting to order at 1:10 p.m. in the afternoon.

2.0 PURPOSE OF THE MEETING

The Chairperson stated that the Branch Bids and Awards Committee convened to discuss the bidding requirements for the abovementioned project and to explain to the prospective bidder the bidding process.

3.0 INTRODUCTION:

3.1 The Chairperson acknowledged the presence of the members of the Committee, End-user, Facilities Management and Engineering Section (FMES) and the BBAC Secretariat. She also acknowledged the presence of the prospective bidders, namely:

1. Front Runners Property Maintenance and Gen. Services Corp.;
2. Ultimate Care Janitorial and Allied Services;
3. Epite Services, Inc.;
4. Dearjohn Services, Inc.; and

5. Royal Building Maintenance & Services, Inc.

3.2 She also welcomed any clarifications/queries the prospective bidder might ask relative to the project, to be able to immediately settle any issues raised.

4.0 DISCUSSION

The BBAC Secretariat discussed the salient provisions of the bidding documents and the conduct of the bidding process, queries were raised and BBAC clarified the inquiry, as follows:

NAME OF BIDDER	QUESTION	CLARIFICATION
Front Runners Property Maintenance and Gen. Services Corp.	Is there a ceiling of not lower than 10% for the Administrative Cost?	The BBAC Secretariat answered that based on the GPPB Circular 04-2015 the 10% administrative fee provided for under Section 9 (b)(ii) of the DOLE 18-A is the percentage rate that has for its effect the fixing of floor price imposed on all service agreements. The said 10% administrative fee is a direct contravention of Article IX, Section 31 of RA 9184 which provides that "there shall be no lower limit to the amount of award." Hence, the position of the Board that Section 9 (b)(ii) of the DOLE DO 18-A is violative of the RA 9184 and its revised IRR remains.
Ultimate Care Janitorial and Allied Services	Do we need to provide attachments for the Statement of On-Going Contracts?	The BBAC Secretariat stated that based on the Section III. Bid Date Sheet (BDS) of the Bidding Documents under "BDS Clause 12.1 (a) (ii.9) end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements." Thus, for the Statement of On-going Contracts no required attachment.

5.0 ADJOURNMENT

There being no further matters to discuss, the BBAC Chairperson adjourned the meeting at 2:05 p.m.

Minutes prepared by:


JACLYNN A. ALVARADO
 Procurement Officer I


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Attested by:


SHEILA D. VERZOSA
Chairperson

NOT PRESENT
ATTY. MAE LYN T. ALMONTE
Vice-Chairperson


MENANDRO T. DELA CRUZ
Member, SMLO


ELIAZAR B. MAYOR
Member, SSO

NOT PRESENT
JOELINO R. PANGANIBAN
Member, SBAM


MELECIO A. ASTILLA
Member, SHRO


GEOFFREY E. ALFARO
Representative, End-user