



October 19, 2021

## Bid Bulletin No. 2

**Subject: EARLY PROCUREMENT OF ONE (1) LOT PROVISION OF SECURITY SERVICES FOR PHILRICE CES (PB 22-01-01)**

---

This bid bulletin is being issued to reflect changes in the minimum qualification of security guards and agency requirements for the abovementioned project.

Attached is the Revised Schedule of Requirements and Technical Specifications for complete details.

For guidance and information of all concerned.

**AURORA M. CORALES, PhD.**

Chairperson, BAC for Goods and Services



## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item no.	Description	Qty	Unit	Total ABC	Division	Delivery Period
1.	<p>One (1) lot provision of Security Services to safeguard the Offices, Experimental/Production Areas, Laboratory, Material Recovery Facility, Staff Dormitory, Training Dormitory, Housing area and the whole PhilRice compound.</p> <p>Twenty-five (25) well trained guards: 13 guards with 12-hr day shift, 12 guards with 12-hr night shift</p> <p><b>Contract duration: Twelve (12) Months for January 1 to December 31, 2022</b></p> <p>With basic security equipment and devices, office equipment, vehicle, communication equipment, service firearms and ample rounds of ammunition, regular uniform &amp; polo uniform with embroidered company logo.</p> <p>Guards to assist in traffic management during peak hours and ensure compliance to health and safety protocols including cleanliness in their respective posts.</p> <p><b>Agency to provide EACH GUARD fuel allowance, heavy duty flashlight and flood light, traffic baton (2 units), whistles, two-way radio, reflectorized vest, handheld blinkers and personal protective equipment. Except for the traffic baton, these shall be issued to each guard individually.</b></p>	1	lot	Php 10,560,000.00	PPD	January 1 to December 31, 2022

	<p><b>Agency to provide ample supply of face masks, face shields, and hand sanitizers to its guards.</b></p> <p><b>Agency to provide water dispenser and drinking water for the security guards</b></p> <p>Inclusive of the provision of guards during special occasions and escort services for company VIPs. The guards during special occasions will come from the off-duty guards.</p> <p>Upon request of management and as deemed expedient, the agency must be ready to respond to requests for reshuffling of guards.</p> <p>The agency must have a good standing in remittance of Philhealth, SSS and Insurance (Life &amp; Accident) benefits of security guards.</p> <p>Relievers should be readily available in case of absence or sickness of a guard on official duty</p>					
--	--	--	--	--	--	--

## ***SECTION VII. Technical Specifications***

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b>
<b>1.</b>	<p>One lot provision of Security Services to safeguard the Offices, Experimental/Production Areas, Laboratory, Material Recovery Facility, Staff Dormitory, Training Dormitory, Housing area and the whole PhilRice compound.</p> <p>Twenty-five (25) well trained guards: 13 guards with 12-hr day shift, 12 guards with 12-hr night shift Shifting Hours: 6AM and 6PM</p>	<p>Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.</p>

**Contract duration: Twelve (12) Months for January 1 to December 31, 2022**

With basic security equipment and devices, office equipment, vehicle, communication equipment, service firearms and ample rounds of ammunition, regular uniform & polo uniform with embroidered company logo.

Guards to assist in traffic management during peak hours and ensure compliance to health and safety protocols including cleanliness in their respective posts.

**Agency to provide EACH GUARD fuel allowance, heavy duty flashlight and flood light, traffic baton (2 units), whistles, two-way radio, reflectorized vest, handheld blinkers and personal protective equipment. Except for the traffic baton, these shall be issued to each guard individually.**

**Agency to provide ample supply of face masks, face shields, and hand sanitizers to its guards.**

**Agency to provide water dispenser and drinking water for the security guards**

Inclusive of the provision of guards during special occasions and escort services for company VIPs. The guards during special occasions will come from the off-duty guards.

Upon request of management and as deemed expedient, the agency must be ready to respond to requests for reshuffling of guards.

The agency must have a good standing in remittance of Philhealth,

	<p>SSS and Insurance (Life &amp; Accident) benefits of security guards.</p> <p>Relievers should be readily available in case of absence or sickness of a guard on official duty.</p>	
	<p><b>Qualifications of Security Personnel to be assigned/detailed in PhilRice:</b></p> <ul style="list-style-type: none"> <li>• For Officer: college graduate with at least 10 years' security management experience; for regular guard: high school graduate with security guard experience of five (5) years.</li> <li>• Graduate of Basic Security Course;</li> <li>• With valid security guard's license to exercise profession or SOSIA Accredited</li> <li>• At least 5'4" in height and weighs 60 to 90kls for male and 5' in height and weighs 50 to 70 for female.</li> <li>• Physically and mentally fit (supported by a medical certificate);</li> <li>• Neuro-psychiatric clearance validated by PNP health service; drug test; NBI clearance;</li> <li>• Able to write spot and blotter report/s</li> <li>• Must be well disciplined and with good moral reputation (supported by barangay certificate)</li> <li>• With positive attitude, courteous &amp; alert, peacemaker, emotionally stable even under pressure</li> </ul>	

	<ul style="list-style-type: none"> <li>• Not related up to third degree of affinity and consanguinity to any PhilRice staff and up to second degree for co-security guards;</li> <li>• Training and knowledge on emergency preparedness (fire and earthquake) and traffic management are preferred.</li> </ul> <p>Age of not less than 20 and not more than 50 years old (per RA 5487)</p>	
	<p><b>Qualifications of the Agency:</b></p> <ol style="list-style-type: none"> <li>1. The Agency must be in operation for five (5) years and above with two (2) years experience in providing security services to government institution of the same area or scope (land area &amp; number of buildings);</li> <li>2. The Agency preferably must have an office located within Nueva Ecija complete with communication devices like telephone, fax machine, computer, internet connection, camera and other office equipment;</li> <li>3. The Agency can use the base Radio Communication Station duly licensed and authorized by the National Telecommunication Commission but the renewal cost of license, repair and maintenance of radios must be shouldered by the agency</li> <li>4. The Agency can readily respond to PRRI's immediate need with at least have a motorcycle during emergencies and official activities.</li> <li>5. The Agency is capable to conduct security assessment and prepare and execute a Security Plan and Program in</li> </ol>	

	<p>response to disaster (natural and man-made), violence, and terror activities.</p>	
	<p><b>Other inclusions:</b> The security agency shall provide these equipment but not limited to the following:</p> <ol style="list-style-type: none"> <li>1. Functional firearms: kind and number of firearms shall form part of the security plan submitted by the bidder</li> <li>2. Per security guard on post: hand cuffs, hand-held radio, rattan truncheon, flash light, tear gas, whistle</li> <li>3. For the security office: 1 unit desktop or laptop computer with printer, necessary office supplies, 1 unit typewriter (in case of power cutoff), 1 unit electric fan, 1 unit digital camera for documentation and <b>communication allowance for Detachment Commander</b></li> <li>4. One under vehicle inspection mirror (for the main gate)</li> <li>5. One metal detector (for the main building)</li> <li>6. Rechargeable lamps (as many as deemed needed)</li> <li>7. Traffic management gears (traffic baton for main gate and second gate; two guards in each gate)</li> <li>8. First Aid kits (at least two)</li> </ol>	
	<p><b>EVIDENCE FOR SUBMISSION DURING THE OPENING OF BIDS:</b></p> <p>A. Company profile – to include years in operation, liquidity, etc.</p> <p>B. Organizational structure</p> <p>C. Proposed Security Plan</p>	



	<p>D. Resources</p> <ol style="list-style-type: none"> <li>1. Monthly Disposition Report or       <ol style="list-style-type: none"> <li>a. List of licensed firearms with expiration dates</li> <li>b. List of licensed guards with photocopy of license</li> </ol> </li> <li>2. Communication devices</li> <li>3. Motor vehicles and other security equipment,</li> </ol> <p>E. Recruitment and Selection Process</p> <p>F. Performance Evaluation Procedure</p> <p>G. Certificate of undertaking to abide in the conditions required in the Qualification Standards of Security Guard.</p> <p>H. List of Clients for the past five (5) years, ongoing &amp; completed</p> <p>I. Certification that the company has a good standing in remittance of Philhealth, SSS, Insurance (Life &amp; Accident) benefits of security guards</p>	
	<p><b>OTHER REQUIREMENTS UNDER LEGAL DOCUMENTS:</b></p> <ul style="list-style-type: none"> <li>• Certified photocopy of License to Operate and</li> <li>• Certified photocopy of PADPAO Certification/Accreditation</li> </ul>	
	<p>Other required security provisions:</p> <ol style="list-style-type: none"> <li>1. Thirteen (13) units of FM portable handheld transceivers with output power of 7W.</li> <li>2. Hard hats</li> <li>3. Six (6) units of 16-inch Traffic Baton 1000 Lumen Small Red LED Safety Signal Baton Work Light Flashlight with Cone Flashing Modes, Wrist Lanyard (see below)</li> </ol>	

16 inch Traffic Baton 1000 Lumen  
Small Red LED Safety Signal Baton

**Samples**



