



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmcba@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION I

Invitation to Bid

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER

Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: officeofthedirector@pcmc.gov.ph
Trunk Line: 8588-9900 to 20 Direct Line: 8924-6601

INVITATION TO BID
IB-2023-011

1. The **Philippine Children's Medical Center (PCMC)** through **COB CY 2023** intends to apply the sum of **Thirty Million One Hundred Twenty-Eight Thousand Eight Hundred Forty-Eight Pesos and 8/100 (Php 30,128,848.08)** being the Approved Budget for the Contract (ABC) to payments under the following Invitation to Bid. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Item Description	Total ABC	Cost of Complete Set of Bidding Documents
One (1) Lot Security Services (Multi-Year) for three (3) years	Php 30,128,848.08 for the 1st year	Php 25,000.00

2. The **Philippine Children's Medical Center (PCMC)** now invites bids for the above-mentioned project. Bidders should have completed, as stated in **Section III. Bid Data Sheet**, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a nondiscretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.
 - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from PCMC and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by interested Bidders **starting November 3, 2022** upon payment of the applicable fee stated above. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of PCMC, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
6. The Philippine Children's Medical Center will hold a Pre-Bid Conference on **November 11, 2022 at 2:00P.M.** through video conferencing via zoom (Meeting ID: 964 9738 4451 Passcode: 118673) which shall be open to prospective bidders.
7. Bids must be duly received through manual submission on or before **November 23, 2022, 1:30 P.M., Guard-on-Duty, 3rd Floor, Procurement Division Area, PCMC Main Building.** Late bids shall not be accepted.

PhilHealth Accredited





8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **November 23, 2:00P.M. 3rd Floor, Procurement Division Area, PCMC Main Building**. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the afore-mentioned venue. In compliance to social distancing and to support the government's effort to mitigate, if not contain the transmission of COVID-19, we will **strictly allow only one authorized representative per bidder company** to enter the venue during opening of bids. Provided further, that said authorized representative shall follow PCMC's safety protocol by wearing face mask while inside PCMC premises.
10. The **Philippine Children's Medical Center (PCMC)** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Procurement Division
3rd Floor, PCMC Main Building
Quezon Avenue, cor. Agham Road Quezon City
Trunkline : 8588-9900 local 361 / 355
Fax Number: 8924-0870
Email: pcmcbac@gmail.com

12. You may visit the following websites:

For downloading of Bidding Document : www.pcmc.gov.ph
www.philgeps.gov.ph

November 3, 2022


EMMA A. MARIANO, CPA, MGM-ESP
Chairman, Bids & Awards Committee 



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: bac@pcmc.gov.ph
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION II

Instructions to Bidders

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011

1. Scope of Bid

The **Philippine Children’s Medical Center (PCMC)** wishes to receive Bids for the following Project/s:

Item Description	Total ABC
One (1) Lot Security Services (Multi-Year) for three (3) years	Php 30,128,848.08 for the 1st year

The above Procurement Projects, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **CY 2023** in the amount of **Thirty Million One Hundred Twenty-Eight Thousand Eight Hundred Forty-Eight Pesos and 8/100 (Php 30,128,848.08)**.

2.2. The source of funding is:
a. GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2.
a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
iii. When the Goods sought to be procured are not available from local suppliers; or
iv. When there is a need to prevent situations that defeat competition or restrain trade.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- a. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC of the item/s joined
 - b. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements: [*Select either failure or monopoly of bidding based on market research conducted*]
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Philippine Children's Medical Center will hold a Pre-Bid Conference on **November 11, 2022 at 2:00P.M. through video conferencing via zoom (Meeting ID: 964 9738 4451 Passcode: 118673)** which shall be open to prospective bidders, as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **the past ten (10) years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in

English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
 - a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **120 calendar days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Use of indelible ink **color blue** shall be used by the authorized signatory in signing the required forms. **Strictly NO using of staple wire and thick materials for tab**

The **First (1st) Envelope**, shall contain the following **Technical Component** accomplished in three (3) sets, **filed in a folder**

The **Second (2nd) Envelope** shall contain the **Financial Component** accomplished in four (4) sets, **each set filed in a folder**

All copies should be certified as true copy

COLOR CODING OF FOLDERS/ENVELOPES	BROWN
--	--------------

LABEL ON THE ENVELOPE/S:

- Name of PROCURING ENTITY
- Name of CONTRACT TO BE BID
- IB Number
- DATE of Bid Opening
- Name of the Bidder Company
- Address of the Bidder Company

IDENTIFY THE ENVELOPES:

- as: > Technical Component Requirements (original copy, copy 1 and copy 3)
- > Financial Component Requirement (original, copy 1, copy 2 and copy 3)

16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders’ representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated “*passed*,” using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

Option 3 - One Project having several items, which shall be awarded as separate contracts per item.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

CONFORME:

Authorized Signatory
Signature over printed name

Contact No:

Name of Company/Firm

Company’s Official Email Address
(where notices will be sent)

Company’s Official Contact No.



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmcba@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION III

Bid Data Sheet

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011

Bid Data Sheet

ITB Clause					
5.3	<p>For this purpose, contracts similar to the Project shall refer:</p> <ol style="list-style-type: none"> a. To at least five (5) years of experience in government or private hospitals with at least 200-bed capacity b. Completed within the last ten (10) years prior to the deadline for the submission and receipt of bids. 				
7.1	Subcontracting is not allowed.				
12	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.				
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> 1. The amount of not less than two percent (2%) of the ABC of the item(s) joined, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or 2. The amount of not less than five percent (5%) of the ABC of the item(s) joined, if bid security is in Surety Bond. 				
19.3	<p><i>Supply and Delivery of the following:</i></p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; width: 80%;"> <thead> <tr> <th style="text-align: center; color: blue;">Item Description</th> <th style="text-align: center; color: blue;">Total ABC</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; color: blue;">One (1) Lot Security Services (Multi-Year) for three (3) years</td> <td style="text-align: center; color: blue;">Php 30,128,848.08 for the 1st year</td> </tr> </tbody> </table>	Item Description	Total ABC	One (1) Lot Security Services (Multi-Year) for three (3) years	Php 30,128,848.08 for the 1st year
Item Description	Total ABC				
One (1) Lot Security Services (Multi-Year) for three (3) years	Php 30,128,848.08 for the 1st year				
20.2	<p>The Lowest Calculated Bidder shall submit the following documentary requirements within a non-extendible period of five (5) calendar days from receipt of the notification that contain the following:</p> <ol style="list-style-type: none"> 1. Latest Income and Business Tax Returns filed and paid through the BIR Electronic Filing (EFPS) within the last three (3) months 2. Certificate of Performance in letterhead of their clients indicating the contact numbers and email addresses signed by the authorized head of the Department from three (3) clients of the bidder issued within the last six (6) months prior to bid opening. <p style="margin-left: 40px;">Note: Certification issued by PCMC – Materials Management Division must be included if bidder had done business with us. Certification of which should be of same category (e.g. equipment/supplies) of project being bided.</p> 3. Certification of no pending case from Department of Labor and Employment (DOLE) National Labor Relations Commission 4. Certification that all Security Guards and Officers to be deployed for the Contract are licensed and qualified in compliance to RA 5487 and other applicable regulating laws 				

	<ol style="list-style-type: none"> 5. Certification of availability of supplies and equipment from the lessor/vendor for the duration of the project as provided in the Terms of Reference 6. Affidavit of Site Inspection [<i>use of Form No. DOBA-PCMC- SIF22 is required</i>]. 7. Section II. Instructions to Bidders with signature (conforme) on all pages 8. Section III. Bid Data Sheet with signature (conforme) on all pages 9. Section IV. General Conditions of the Contract with signature (conforme) on all pages 10. Section V. Special Conditions of the Contract with signature (conforme) on all pages 11. Other appropriate licenses and permits required by law and stated in the Bidding Documents <p>Failure of the Bidder declared as LCB to duly submit the requirements stated above or a finding against the veracity of such shall be ground for forfeiture of the bid security and disqualify the Bidder for award.</p>
21.2	<i>No additional contract documents relevant to the Project</i>

CONFORME:

 Authorized Signatory
 Signature over printed name

 Contact No:

 Name of Company/Firm

 Company's Official Email Address
 (where notices will be sent)

 Company's Official Contact No.



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmbac@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION IV

General Conditions of Contract

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

[Include the following clauses if Framework Agreement will be used:]

- 2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.
- 2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184. *{[Include if Framework Agreement will be used:] In the case of Framework Agreement, the Bidder may opt to furnish the performance security or a Performance Securing Declaration as defined under the Guidelines on the Use of Framework Agreement.}*

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 Revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier’s liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

CONFORME:

Authorized Signatory
Signature over printed name

Contact No:

Name of Company/Firm

Company’s Official Email Address
(where notices will be sent)

Company’s Official Contact No.



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmbac@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION V

Special Conditions of Contract

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011

Special Conditions of Contract

GCC Clause	
1	Not applicable
2.2	Terms of Payment Refer to Terms of Reference (TOR) 2.0 Terms of Payment
3	Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security.
4	Not applicable
5	Not applicable

CONFORME:

Authorized Signatory
Signature over printed name

Contact No:

Name of Company/Firm

Company's Official Email Address
(where notices will be sent)

Company's Official Contact No.



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmbac@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION VII

Technical Specifications

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: pcmbac@gmail.com
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

SECTION VIII

Checklist of Technical and Financial Documents

**One (1) Lot Security Services
(Multi-Year) for three (3) years**

IB-2023-011

Checklist of Technical and Financial Documents

The Bidder shall submit the following **TECHNICAL COMPONENT ENVELOPE (ARRANGED, NUMBERED AND TABBED)** *[Strictly NO using of staple wire and thick materials for tabs]* as enumerated below:

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR

Note: For the purpose of updating the Certificate of Registration and Membership, all Class "A" eligibility documents mentioned in this section supporting the veracity, authenticity and validity of the Certificate shall remain current and updated. The failure by the prospective bidder to update its Certificate with the current and updated Class "A" eligibility documents shall result in the automatic suspension of the validity of its Certificate until such time that all of the expired Class "A" eligibility documents has been updated (per GPPB Resolution No. 15-2021).

Technical Documents

2. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid. (*Use of Form No. DOBA-PCMC-SCF3b is required*)
3. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid (*Refer to BDS Clause 5.3*), except under conditions provided for in Sections 23.4.1.3 and 23.4.4.4 of the 2016 Revised IRR of RA 9184, within two (2) years prior to bid opening (*use of Form No. DOBA-PCMC-SCF3a is required*).
4. Original copy of Bid Security (**Refer to BDS Clause 14.1**). If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration
5. Duly accomplished and signed Technical Specification using the form as provided for in Section VII
 - i. Signed Conforme on the Terms of Reference and Guard Detail
6. Original duly signed Omnibus Sworn Statement (OSS); and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. (*Use of the Form provided is required*)

Financial Documents

8. The prospective bidder's computation of the Net Financial Contracting Capacity (NFCC) must be at least equal to the ABC to be bid (*Use of Form No. DOBA-PCMC-NFF4 is required*)

OR

a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, it must be at least equal to 10% of the ABC

Class "B" Documents

9. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence (*Use of Form No. DOBA-PCMC-JVF6 is required*).

OR

Duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful

Other documentary requirements under RA NO. 9184 (as applicable)

- i. [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product
- ii. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity

The Bidder shall submit the following **FINANCIAL COMPONENT ENVELOPE (ARRANGED, NUMBERED AND TABBED)** [*Strictly NO using of staple wire and thick materials for tabs*] as enumerated below:

II. FINANCIAL COMPONENT ENVELOPE

- 1. Duly accomplished and signed Financial Bid Form
- 2. Duly accomplished and signed **Price Schedule** using the form as provided (**ATTACH Detailed Cost Breakdown as Annex A**)

Note: Bidder shall return to PCMC the issued **USB Flash Drive** containing the **FOLLOWING:**

- a. Soft copy of their accomplished **Price Schedule with Annex A** (in **EXCEL format**)
- b. **SCANNED copy** (in **PDF Format**) of **ALL** the required documents under Section VIII. Checklist of Technical and Financial Documents

CONFORME:

Authorized Signatory
Signature over printed name

Contact No:

Name of Company/Firm

Company's Official Email Address
(where notices will be sent)

Company's Official Contact No.

PHILIPPINE CHILDREN'S MEDICAL CENTER
Quezon Avenue, Quezon City

TERMS OF REFERENCE
SECURITY SERVICES for Three (3) Years

PCMC is desirous of securing and protecting its patients, visitors, personnel, properties, buildings, and other installations including, but not limited to, all the machines, equipment, furniture, fixtures, records, and all articles within its premises located at Quezon Avenue corner Agham Road, Quezon Avenue, Quezon City against theft, pilferage, robbery, arson, and any other unlawful acts.

Service Provider shall assume full responsibility for all losses or damages due to theft, robbery, pilferage and trespass, including patients' abscondment. Further, Service Provider shall pay PCMC the amount of such loss or damage and, in case of nonpayment, Service Provider authorizes PCMC to automatically deduct the amount of loss or damage from Service Provider's monthly billing.

1.0 SCOPE OF SERVICES

- 1.1 Service Provider shall provide and make available to PCMC an adequate number of security guards consisting of:
- a) One (1) Liaison Officer working twelve (12) hours a day, seven (7) days a week at daytime;
 - b) Two (2) security officers working eight (8) hours a day, seven (7) days a week at daytime;
 - c) One (1) security officer working eight (8) hours a day, seven (7) days a week at nighttime;
 - d) Twenty-four (24) security guards working eight (8) hours a day, seven (7) days a week at daytime;
 - e) Nine (9) security guards working eight (8) hours a day, seven (7) days a week at nighttime;
 - f) Seventeen (17) security guards working twelve (12) hours a day, seven (7) days a week at daytime;
 - g) Fourteen (14) security guards working twelve (12) hours a day, seven (7) days a week at nighttime;
 - h) Three (3) security guards working twelve (12) hours a day, six (6) days a week daytime;

The Service Provider, due to fortuitous event, may be required to post two (2) additional guards on twelve (12) hours duty daily in all twenty-four (24) hour posts at no extra cost on the part of PCMC.

- 1.2 Depending upon the requirements of the service, Service Provider shall increase or decrease the number of security guards upon written request of PCMC.
- 1.3 Service Provider shall submit a proposed schematic diagram of the posts of all security guards per shift.
- 1.4 Service Provider shall, at all times, enjoy the trust and confidence of PCMC management.
- 1.5 Service Provider shall have at least five (5) years experience in the hospital industry as of the time of the submission of bids.
- 1.6 Service Provider warrants that all its security guards and officers are duly licensed and qualified as such; have complied with all the regulations issued by the Philippine National Police Security Agencies/Guards Supervisory Division (PNP SAGSD); and possess, among others, the following qualifications:
 - a) Filipino citizen;
 - b) At least college level for security guards;
 - c) College level, preferably in criminology or any related course for officers;
 - d) Capable of assimilating written and oral instructions in English or Filipino and can render intelligible and timely reports;
 - e) Holder of a valid security guard license;
 - f) Holder of a valid security guard two-way radio license;
 - g) Physically and mentally fit and has passed the neuro psychiatric test to be validated by the personnel clinic of PCMC;
 - h) Between the ages of 24 and 55 years old for security guards;
 - i) Between the ages of 30 and 60 years old for officers;
 - j) At least 5'5" in height for males and 5'2" in height for females;
 - k) At least two (2) years' experience in security service for security guards and five (5) years experience in security service for officers; and
 - l) Of good moral character to be certified by the Service Provider.
- 1.7 Service Provider shall provide, at its own expense, all the necessary uniforms, duly licensed firearms and ammunition, communication system, transportation and other supplies to the officers and guards for the proper discharge of their functions. All such items shall be in good working condition. Among the equipment to be provided include the following:

A. Service Firearms

Twenty (20) units of .38 Caliber Revolvers with reserve
Ten (10) units of .12 Gauge Shotguns with reserve
Such Firearms are all original and licensed

B. Ammunition

One Hundred Fifty (150) rounds of .38 Caliber Revolvers
Sixty (60) rounds of 12 Gauge Shotgun

C. **Vehicles** (on a per need basis)

- One (1) unit of SUV Dispatcher vehicle with complete Communication Equipment
- One (1) unit of Motorcycle
- Two (2) units of Segway Personal Transporter

D. **Radio Communication System**

- One (1) unit of base radio with antenna
- Thirty (30) units of GP88s handheld radio transceivers with batteries
- One (1) unit of Cellular Phone
- One (1) unit of Voice Recording Device
- Ten (10) Batteries
- Should have valid license to operate two-way radio issued by National Telecommunications Commission

E. **Crowd Control**

- Two (2) units of Megaphone with eight (8) batteries
- Ten (10) units of Truncheons
- Eighty (80) units of Nightsticks
- Eighty (80) units of Police Whistles
- Eighty (80) units of Flashlights with batteries
- Eighty (80) units of First Aid Kit per guard
- Eighty (80) units of Emergency Kit and Tear Gas Canister
- Twenty (20) units of Helmets
- Ten (10) units of Riot Shields

F. **Investigative & Surveillance Equipment**

CANINE, BOMB SNIFFING DOG on a per need basis;

Monitoring and recording of surveillance camera installed at the following areas:

1. Cashier
2. Emergency Room
3. OPD Section
4. Lobby – 2 CCTV units
5. Canopy lobby
6. Procurement
7. Employees Entrance
8. Dietary
9. Parking Areas – 2 CCTV units
10. Gate 3 entrance
11. Conference Rooms Hallway
12. Intensive Care Units Hallway
13. Ward 2A Hallway
14. Ward 2B Hallway
15. Ward 2D Hallway
16. Ante Partum Hallway
17. Third floor executive offices and hallways – 8 CCTV units

One (1) unit of Digital Video Recorder (DVR) with Harddrive/3 Terabyte capacity

G. Office Equipment & Supplies

Office Supplies
One (1) Steel Cabinet
One (1) unit Computer with printer
Twenty (20) pcs umbrella
One (1) First Aid Cabinet

H. Security Supplies

Eighty (80) pairs of rain boots with raincoats
Forty (40) units of reflectorized traffic Vest

I. Other Supplies

Visitor's pass entering PCMC building (free of charge)
ID for patient's watcher (free of charge)

- 1.8 PCMC shall have the right to examine and screen all such security guards for the purpose of determining whether or not they possess all the qualifications herein enumerated.
- 1.9 Service Provider warrants the proper performance of duties of its security guards and officers assigned at PCMC and agree to furnish efficient supervision over said guards and officers to serve PCMC in the best and most efficient way.
- 1.10 PCMC shall have the right to inspect at anytime the security guards detailed in its premises, and to decide all questions which may arise relative to the quality and acceptability of the services performed by them.
- 1.11 PCMC further reserves the right to demand the relief or discharge of any officer and security guard of Service Provider for reason of doubtful trustworthiness, dependability, and efficiency. The exercise of such rights by PCMC shall not be deemed nor interpreted as a relinquishment of the power of Service Provider as the employer of the security guards.
- 1.12 Both parties agree that the maximum tour of duty of any security personnel shall be for a period of six (6) months only. Extension of the tour of any guards is subject to a written approval by PCMC.
- 1.13 PCMC shall allow the Service Provider to use the Biometrics Machine for the Daily Time Record (DTR) of their personnel. Training on the use of Biometric Machine shall be provided by PCMC while cost of printing of DTRs shall be to the account of the Service Provider.
- 1.14 It is clearly understood that Service Provider is an independent contractor, and that there is no employee-employer relationship between PCMC, on

one hand, and the security guards and officers, on the other hand, such that the security guards and officers are the sole employees of the contractor, and not of PCMC. Accordingly, PCMC shall not, in any way, be liable or responsible for any personal injury or damage, including incapacity or death sustained or caused by any of the security guards. Furthermore, the Service Provider shall, at all times, stand solely responsible and/or liable for the enforcement and compliance with all existing laws, decrees, rules and regulations, particularly with respect to the observance of the compliance with the New Labor Code of the Philippines and all other labor and social legislations. In this connection, Service Provider agrees and binds itself to save and hold PCMC free and harmless from any and all liabilities and/or claims with respect thereto or arising therefrom.

- 1.15 Service Provider shall not, during the period of Contract and at any time thereafter, use or disclose to any person or entity any information, derogatory or otherwise, concerning the affairs and activities of PCMC, which any member of its security force may have acquired. A Non-Disclosure Agreement shall be signed individually by the personnel of the Service Provider.
- 1.16 Service Provider shall be primarily responsible and liable for any loss, damage or injury suffered by officials, employees, patients, and visitors of PCMC, occasioned solely by the acts or omissions, negligence, fault or misdemeanor or collusion of any or all security guards.
- 1.17 The occurrence of any loss or damage shall be presumed to have been due to the negligence, carelessness, omission or fault of the security guards and officers detailed in the cost contract unless otherwise shown or proven by Service Provider.
- 1.18 Service Provider is obligated to safeguard the hospital premises and surroundings from squatters, vendors, and other unauthorized persons from entering, squatting, putting up of permanent or temporary fixtures, vending, and other illegal or unauthorized acts.
- 1.19 Service Provider shall comply with existing labor and social security laws and rules and regulations; otherwise, any violation thereof shall serve as ground for the termination of this Contract. For this purpose, PCMC, at its option, may require the Service Provider pertinent documents relative to compliance with such laws and rules and regulations. Unjustified failure or refusal of the Service Provider to comply shall also be a ground for the termination of this Contract.

2.0 Terms of Payment

- 2.1 The Contract Price shall cover services on Sundays and holidays. It also includes night differential pay, 13th month pay and 5-day service incentive leave pay, as shown in the breakdown to be submitted by the Service Provider. Service Provider represents and warrants that the Contract Price

fully complies with the provision of all existing laws, wage orders, rules and regulations.

- 2.2 Semi-monthly billing shall be made by Service Provider to PCMC every 15th and end of each month, and semi-monthly payment shall be made by PCMC.

3.0 Contract Period

- 3.1 The Contract shall have a term of three (3) years unless earlier terminated for a valid cause by PCMC by giving a prior written notice to the Service Provider.
- 3.2 PCMC shall, for cause or for Service Provider's violation of the terms and conditions hereof, have the right to terminate the CONTRACT without need of judicial action and with prior written notice to Service Provider. It is understood that the act of PCMC in terminating the CONTRACT shall be final and binding upon Service Provider.
- 3.3 PCMC shall evaluate the performance of Service Provider three (3) months after the effectivity of the contract, then monthly thereafter. If Service Provider will be rated below "Very Satisfactory" performance after the three (3) months period and at least a month thereafter, PCMC shall have the option to terminate the contract upon written notice.

CONFORME:

Signature over Printed Name of Authorized Signatory

Name of Bidder

PHILIPPINE CHILDREN'S MEDICAL CENTER
Quezon Avenue, Quezon City

GUARD DETAIL
for 71 guards

6AM TO 2PM 8 Hrs. 7 days/week		TOUR OF DUTY	HOURS	
1	Roving Guard	0600H - 1400H	8	14 SG
2	Gate 1 (Q.A.)	0600H - 1400H	8	
3	Second Floor Ward 2A & 2B	0600H - 1400H	8	
4	3rd Flr. Exec. Offices West Wing	0600H - 1800H	8	
5	Main Lobby Entrance	0600H - 1400H	8	
6	Main Lobby Asist	0600H - 1400H	8	
7	Amb. Loading/Unloading	0600H - 1400H	8	
8	Employees Ent./Exit	0600H - 1400H	8	
9	Triage	0600H - 1400H	8	
10	Cashier	0600H - 1400H	8	
11	Pharmacy	0600H - 1400H	8	
12	Emergency Room	0600H - 1400H	8	
13	Procurement / BAC	0600H - 1400H	8	
14	Hema OPD & CancerWard	0600H - 1400H	8	
6AM to 6PM 12hrs. 7 days/week			112	
1	Laiason Officer	0600H - 1800H	12	18 SG
2	ADC/Shift In-Charge	0600H - 1800H	12	
3	Laboratory Counter	0600H - 1800H	12	
4	Gate 3 Ent./Exit (Agham)	0600H - 1800H	12	
5	Assist Gate 3 Ent./Exit	0600H - 1800H	12	
6	8 Storey Building Roving	0600H - 1800H	12	
7	Gate 0 (8 Storey Building)	0600H - 1800H	12	
8	Engineering Driveway/Mortuary	0600H - 1800H	12	
9	Doctor's Private Clinic	0600H - 1800H	12	
10	Director's Office & Exec. Offices	0600H - 1800H	12	
11	3rd Floor Elevator / Lobby	0600H - 1800H	12	
12	Third Floor Roving Officer	0600H - 1800H	12	
13	Doctor's Quarter Male & Female	0600H - 1800H	12	
14	Driveway Parking (Quezon Avenue)	0600H - 1800H	12	
15	COVID Lboratory	0600H - 1800H	12	
16	ICU Complex	0600H - 1800H	12	
17	CCTV Operator	0600H - 1800H	12	
18	Engineering Building/Motorpol	0600H - 1800H	12	
6AM to 6PM 12hrs. 6 days/week			216	
1	Canopy Driveway Traffic	0600H - 1800H	12	3 SG
2	OPD Main	0600H - 1800H	12	
3	Rehabilitation Division (Gate 2)	0600H - 1800H	12	
2PM to 10PM 8hrs. 7 days/week			36	
1	Roving Guard	1400H - 2200H	8	12 SG
2	Gate 1 (Q.A.)	1400H - 2200H	8	
3	Main Lobby Entrance	1400H - 2200H	8	
4	Main Lobby Assist	1400H - 2200H	8	
5	Amb. Loading/Unloading	1400H - 2200H	8	
6	Employees Ent./Exit	1400H - 2200H	8	
7	Mortuary, Delivery, Backdoor	1400H - 2200H	8	
8	Cashier	1400H - 2200H	8	
9	Pharmacy	1400H - 2200H	8	
10	Emergency Room	1400H - 2200H	8	
11	Second Floor Ward 2A & 2B	1400H - 2200H	8	
12	3rd Flr. Exec. Offices West Wing	1400H - 2200H	8	
10PM to 6AM 8hrs. 7 days/week			96	
1	Roving Guard	2200H - 0600H	8	10 SG
2	Gate 1 (Q.A.)	2200H - 0600H	8	
3	Perimeter Roving Guard	2200H - 0600H	8	
4	Main Lobby Ent./Exit	2200H - 0600H	8	
5	Amb. Loading/Unloading	2200H - 0600H	8	
6	Mortuary, Delivery, Backdoor	2200H - 0600H	8	
7	Cashier	2200H - 0600H	8	
8	Pharmacy	2200H - 0600H	8	
9	Emergency Room	2200H - 0600H	8	
10	Second Floor Ward 2A & 2B	2200H - 0600H	8	
6AM to 6AM 12hrs. 7 days/week			80	

1	Shift In-Charge	1800H - 0600H	12	14 SG
2	Laboratory Counter	1800H - 0600H	12	
3	Gate 3 Ent./Exit (Agham)	1800H - 0600H	12	
4	8 Storey Building Roving	1800H - 0600H	12	
5	Engineering Driveway / Mortuary	1800H - 0600H	12	
6	Gate 0 (8 Storey Building)	1800H - 0600H	12	
7	Director's Office & Exec. Offices	1800H - 0600H	12	
8	3rd Floor Elevator / Lobby	1800H - 0600H	12	
9	Third Floor Roving Officer	1800H - 0600H	12	
10	Doctor's Quarter Male & Female	1800H - 0600H	12	
11	Driveway Parking (Quezon Avenue)	1800H - 0600H	12	
12	Chapel & Healing Garden / Employee's Ent/Exit	1800H - 0600H	12	
13	CCTV Operator	1800H - 0600H	12	
14	COVID Laboratory	1800H - 0600H	12	

168

Total No. of guards	71
Total No. of hours Monday-Saturday	708
Total No. of hours During Sundays & Legal Holidays	672

Recommended additional Posts / Guards

1	Perinatal / G6 OPD	0600H - 1800H	12
2	Steel Parking Entrance	0600H - 1800H	12
		1800H - 0600H	12
3	Steel Parking Exit	0600H - 1800H	12
		1800H - 0600H	12
4	Steel Parking Ground Floor/Perimeter	0600H - 1800H	12
5	Steel Parking Second Floor	0600H - 1800H	12
6	Steel Parking Third Floor	0600H - 1800H	12

Total number of guards 8

CONFORME:

Signature over Printed Name of Authorized Signatory

Name of Bidder

PRICE SCHEDULE

PROCURING ENTITY: PHILIPPINE CHILDREN'S MEDICAL CENTER	NAME OF BIDDER:
NAME OF PROJECT : One (1) Lot Security Services (Multi-Year) for three (3) years	INVITATION TO BID NO. IB-2023-011

PCMC REQUIREMENT			BIDDER'S OFFER							
Item	Lot	Item Description	ABC	Bidder's Offer to Comply with the Requirements	Unit Price EXW	Cost of Local Labor, Raw Material and Component	TOTAL PRICE EXW	Unit Price Final Destination and Unit Price of Other Incidental Services	Sales and Other Taxes Payable per Item if Contract is Awarded	TOTAL PRICE DELIVERED FINAL DESTINATION
1	Lot	Security Services (Multi-Year) for three (3) years	Php 30,128,848.08 for the 1st year							

ADDITIONAL REQUIREMENTS: > Bids will be valid for one hundred twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period; > PCMC has the right to reject any or all bids without offering any reason, waive any required formality and award the contract to any bidder whose proposals as evaluated by PCMC is the most advantageous to the government.	TERMS OF PAYMENT (For discounts being offered, if there's any. Otherwise, state "NONE") : <div style="text-align: center; border-top: 1px solid black; margin: 10px 0;"> <i>Name and Signature of AUTHORIZED REPRESENTATIVE</i> </div> BAC & END-USER'S SIGNATURE:
---	---

PHILIPPINE CHILDREN'S MEDICAL CENTER

Quezon Avenue, Quezon City

SECTION VII. TECHNICAL SPECIFICATIONS

Invitation to Bid No. IB-2023-011

PCMC's REQUIREMENTS	BIDDER'S OFFER
Item Description	(Use <u>attached ANNEX A</u> to show Compliance on Qualifications of Personnel)
SECURITY SERVICES	
a) One (1) Liaison Officer working twelve (12) hours a day, seven (7) days a week at daytime	
b) Two (2) Security Officers working eight (8) hours a day, seven (7) days a week at daytime	
c) One (1) Security Officer working eight (8) hours a day, seven (7) days a week at nighttime	
d) Twenty four (24) security guards working eight (8) hours a day, seven (7) days a week at daytime	
e) Nine (9) Security Guards working eight (8) hours a day, seven (7) days a week at nighttime	
f) Seventeen (17) Security Guards working twelve (12) hours a day, seven (7) days a week at daytime	
g) Fourteen (14) Security Guards working twelve (12) hours a day, seven (7) days a week at nighttime	
h) Three (3) Security Guards working twelve (12) hours a day, six (6) days a week, daytime, Mondays to Saturdays excluding Sundays and Holidays	

PCMC has the right to reject any or all bids without offering any reason, waive any required formality and award the contract to any bidder whose proposals as evaluated by PCMC is the most advantageous to the government.

NAME OF COMPANY	ADDRESS
------------------------	----------------

SIGNATURE OVER PRINTED NAME OF AUTHORIZED REPRESENTATIVE	DESIGNATION
---	--------------------

OFFICIAL EMAIL ADDRESS (for notifications to be sent)	TELEPHONE / FAX NO.
--	----------------------------

	Personnel (1)	Personnel (2)	Personnel (3)	Personnel (4)	Personnel (5)
Assignment of Personnel					
Name					
Citizenship					
Age					
> Between the ages of 30 and 60 years old for Security Officers					
> Between the ages of 24 and 55 years old for Security Guards					
Sex					
Height					
> At least 5'5" for male					
> At least 5'2" for female					
Qualifications					
1. Educational Attainment					
> College level, preferably in criminology or any related course for Security Officers					
> At least college level for Security Guards					
2. Security Guard License					
3. Two-way Radio License					
4. Certification of Good Moral Character					
<i>(For Nos. 1 to 4, ATTACH supporting documents)</i>					
5. Assimilate English					
i. Written instructions					
ii. Oral instructions					
6. Render intelligible and timely reports					
<i>(For Nos. 5 & 6, please state if qualified or not qualified)</i>					

	Personnel (1)	Personnel (2)	Personnel (3)	Personnel (4)	Personnel (5)
Assignment of Personnel					
7. Years of Experience					
>At least five (5) years in security services for Security Officers					
> At least two (2) years in security services for Security Guards					
<i>(For No. 7, please specify)</i>					

Note: Use separate sheet if needed

Submitted by:

_____ (Signature over Printed Name/Designation)