



**BID BULLETIN NO. 1**  
8 May 2024

**Provision of Security Services for the People's Television Network,  
Inc. ITB No. 2024-0002**

This bulletin is being issued to revise/clarify certain portions of the bidding documents. This shall form an integral part of the bidding document for the above-stated project.

No.	Queries	Response
1	How many days in a year for the computation of price schedule?	396 days per year.
2	May we know the number of days the security guard's duty per week?	7 days work per week.
3	What is the administrative fee percentage to be used by the prospective bidder?	The Administrative Fee shall not be less than twenty percent (20%) of the total contract cost in accordance with Section 9. of Republic Act No. 11917
4	It was discussed during the pre-bid conference that the agency fee must not be less than 20%, for those who will not follow the R.A. 11917, are they going to be disqualified?	Yes, the bidder shall follow Section 9. of Republic Act No. 11917 which states that Administrative Fee shall not be less than twenty percent (20%) of the total contract cost.
5	<p>For the NLRC Certificate stating that there is/there is no pending or adverse decided case in areas where the security agency has ongoing or completed contracts</p> <p>What is the scope/period of no pending case of completed contracts?</p>	<p>This requirement is being revised to:</p> <p>NLRC Certificate/s from applicable Regional NLRC Offices stating that there is no pending case from the areas where the Security Agency has on-going contracts.</p>
	<p>Does the prospective bidder need to submit the certificate applicable to NCR only, or do they also need to provide those applicable to their regional offices too?</p>	



	NLRC Certification only states no pending case; no mention of adverse decided cases. Do we have to make an affidavit on our adverse decided case?	
6	<p>For the Valid certification issued by the Philippine National Police that the agency is not included in the master list of the blacklisted/suspended security service agencies.</p> <p>PNP does not issue a certification that the agency is not included in the master list of the blacklisted/suspended security service agencies. Can you clarify this?</p> <p>PNP only issues a certificate of Non-Pending Case, what are we going to submit on this requirement?</p> <p>For additional documents, Letter E, PNP is not issuing certificates for blacklisted, instead they are issuing No Pending Case only.</p>	<p>The requirement is being revised to:</p> <p>Valid certification issued by the Philippine Association of Detective and Protective Agency Operators, Inc. that the agency is not included in the masterlist of the blacklisted/suspended security service agencies.</p>
7	<p>The AGENCY shall comply with DOLE Department Order No. 150-16 Series of 2016 for the administrative fee which shall not be less than twenty percent (20%) of the total contract cost.</p> <p>The right legal basis Section 19 of R.A. 11917 not DOLE Department Order No. 150-16 Series of 2016</p>	<p>Upon checking, it is Section 9 of Republic Act No. 11917 and not Section 19</p> <p>The provision is hereby revised to:</p> <p>The AGENCY shall comply with Section 9. of Republic Act No. 11917 for the administrative fee which shall not be less than twenty percent (20%) of the total contract cost.</p>

8	Does the prospective bidder need to attach copies of the contracts for the Statement of the prospective bidder of all its ongoing government and private contracts,	It is not required, but the bidder may opt to attach the copies of the contracts 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?	including contracts awarded but not yet started.
9	For the Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable, does the prospective bidder need to write the word "Comply" under the prescribed column only or is there an attachment required?	<p>Bidders must state either "Comply" or "Not Comply" against each specification specified.</p> <p>This will be supported by the additional requirements stated under the Technical Specifications.</p>
10	Does the Additional Requirement under the Technical Specification need to be submitted on the opening of bids?	Yes.
11	Is there any chance that the opening of bids can be extended?	No.
12	Can PTNI provide a copy of the Presentation discussed during the Pre-bid Conference to the prospective bidder?	<p>You may access the presentation through this link: <a href="https://drive.google.com/drive/folders/1-Zxp5ms03u9GHWBp9YOUgw05eWdzX0V0">https://drive.google.com/drive/folders/1-Zxp5ms03u9GHWBp9YOUgw05eWdzX0V0</a></p>

13	The Annex indicated in item M of the Checklist of Technical and Financial Documents should be “Annex C”, and not Annex B.	Please see the revised Section VIII. Checklist of Technical and Financial Documents in Annex “A”
14	How many hand-held radios and 9mm with bullets does the prospective bidder need to provide?	Please see the revised Annex “C” attached in this bid bulletin
14	For the Electronic Copy required to be submitted, is it an editable file or a PDF?	The bidder may submit an editable file or scanned PDF file of the Electronic Copy of its bid.
15	Is it required to stamp “Certified True Copy” all pages of the “Copy 1”?	Yes.



16	For the Original Copy of the Bid, only the “Certified True Copy” of some documents can be submitted. Is this acceptable?	Yes, in case the bidder cannot provide the original copy, it shall submit a copy with certified true copy stamped with name and signature of the authorized representative of the bidder
17	Please provide the specific address of the Mindanao Media Hub for the accurate computation of the wages.	Indicated the address of the stations in the revised Annex “A”
18	Does the prospective bidder need to indicate the cost of guards per area in the Price Schedule?	Yes, the bidder may indicate the cost of guards per area in the Price Schedule.

19	Is it ground for disqualification, if the bidder submitted a wrong computations of benefits, such as SSS, PAG-IBIG, PHILHEALTH	No, any computational errors will be corrected during the evaluation period in accordance with Section 32 of the RA 9184 and its IRR.  Thus, bidders are hereby reminded to strictly comply with all relevant labor rules and regulations including computations of benefits.
20	Are we going to follow the updated computation of the SSS	Yes.
21	For the Sealing and Marking of bids, do we need to follow the color of envelopes presented during Pre-bid Conference?	No need.
22	Are the annexes of Technical Specification included in the bid?	Annex "A-C", is part of the Technical Specification and shall be included in the Technical Component Envelope  Annex "D" shall be included in the Financial Component Envelope
23	What shall be indicated in the Value of Outstanding Contract in the Statement of ALL ongoing government and private contracts (Including contracts awarded but not yet started)	It is the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

**PEOPLE'S TELEVISION NETWORK, INC.**

Broadcast Complex, Visayas Avenue, Diliman, Quezon City 1128, Philippines

www.ptvnews.ph | www.ptni.gov.ph | ogm@ptni.gov.ph

Page 4



24	Do you have the required NFCC format and what are we going to use 15 or 20?	<p>No required format, just follow the computation of a NFCC which must be at least equal to the ABC to be bid, calculated as follows:</p> <p>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.</p>
25	Where to put the USB Flash Drive seal	
26	What shall specify in the column of "date of delivery" in the Statement of ALL ongoing government and private contracts (Including contracts awarded but not yet started)?	Bidder shall indicate the period of contract.
27	In the Price Schedule, What are the Sales and other taxes payable if Contract is awarded, per item	The amount will be coming from the Bidder.
28	<p>In the Accomplished Bill of Quantities indicated in Annex "D" Section VII. Technical Specifications</p> <p>Do we have to follow the DOLE Computation or PADPAO Computation, including all the benefits for the employee, namely; Retirement Pay, Uniform Allowance, &amp; Five Days Incentive</p>	Please use the PADPAO Computation as your guide in accomplishing the Bill of Quantities.
29	<p>Certification that security guards to be deployed are properly trained, bonded, uniformed, and qualified in accordance with RA 5487</p> <p>Is the certificate to be submitted coming from the Bidder? Are there additional attachments required?</p>	<p>Yes, the certificate will be coming from the bidder.</p> <p>No additional attachments required.</p>



30	<p>Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;</p> <p>Can we use the old page one of the Registration Certificate in which we will attach our Class "A" documents.</p>	<p>Please make sure that the additional caveat is indicated in your Valid PhilGEPS Registration Certificate (Platinum Membership) and the dates of Eligibility Documents indicated in the Annex "A" (third page) of your PhilGEPS Platinum Certificate are valid and updated during the date of submission and opening of bids.</p> <p>No need to attached the copy of your Class "A" documents</p>
31	<p>Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable;</p> <p>Do we need to submit the production/ delivery schedule, manpower requirements and after-sales/ parts on the bid documents</p>	<p>No need. The bidders shall state either "Comply" or "Not Comply" against each specification specified.</p> <p>This will be supported by the additional requirements stated under the Technical Specifications.</p>
32	<p>What will happen if there is a same amount of lowest bid submitted</p>	<p>The Network will follow the Tie-Breaking Method provided in the Appendix 11 of RA 9184 and its revised IRR</p> <p>Where the procuring entity shall use a non-discretionary and non-discriminatory method based on sheer luck or chance such as "draw lots" or similar methods of chance.</p>
33	<p>Do we still need to attach documents for the ongoing contracts?</p>	<p>No need.</p>

34	Do we need to attach proofs of evidence for the technical specifications of just state compliance?	No need. The bidders shall state either “Comply” or “Not Comply” against each specification specified.  This will be supported by the additional requirements stated under the Technical Specifications.
----	----------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



35	For the electronic copy, does it have to be an editable file or can we submit the pdf format?	The bidder may submit an editable file or scanned PDF file of the Electronic Copy of its bid.
36	Do we have to show the original documents on bid opening? Because original documents are to be assessed during post qualifications.	Yes, in case the bidder cannot provide the original copy, it shall submit a copy with certified true copy stamped with name and signature of the authorized representative of the bidder
37	May we ask for the minimum wages for the bill of quantities?	Please follow the applicable minimum wage for each PTV Stations.
38	Do we also have to attach the bill of quantities in the technical specification with the corresponding amount or just state of compliance, thus, we will just put the amount in the financial envelope?	No, Bill of Quantities and its attachments shall be indicated in the Financial Component Envelope as stated in the Checklist of Technical and Financial Documents.

No	Additional Provision/s
1	Under Minimum Duties and Responsibilities of the Security Agency and Security Guards:  The winning bidder shall submit a Security Plan upon the request of the end-user representative.



No	Revisions/ Correction
1	<p>Under Additional Documents “a”</p> <p>Company profile which should contain the following information: List of key officials of the security agency, at least one official should have a title of Certified Security <b>Professional</b></p>
2	<p>Under Additional Documents “d”</p> <p><b>NLRC Certificate/s from applicable Regional NLRC Offices stating that there is no pending case from the areas where the Security Agency has on-going contracts.</b></p>



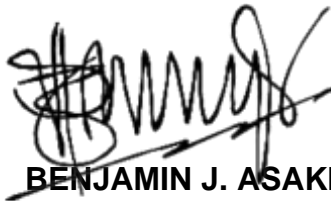
3	<p>Under Additional Documents “e”</p> <p><b>Valid certification issued by the Philippine Association of Detective and Protective Agency Operators, Inc. that the agency is not included in the master list of the blacklisted/suspended security service agencies.</b></p>
4	<p>Under Additional Documents “g”</p> <p>Accomplished Bill of Quantities indicated in Annex “D” Section VII. Technical Specifications <b>attached with the detailed computation of Guards Monthly Rate, including mandatory contributions of e.g SSS, PhilHealth, &amp; PAG-IBIG</b></p>
5	<p>Under Additional Documents “h”</p> <p>Compliance statement and License with the required list of basic firearms and security equipment and supplies stated in <b>Annex “C”</b> of Section VII. Technical Specifications</p>

6	<p>Under Minimum Duties and Responsibilities of the Security Agency and Security Guards, Agency, "19"</p> <p>The AGENCY shall comply with <b>Section 9. of Republic Act No. 11917</b> for the administrative fee which shall not be less than twenty percent (20%) of the total contract cost.</p>
---	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

All other information in the Bidding Documents inconsistent with the above is hereby revised accordingly. All other provisions which are not affected shall remain in effect.

For further guidance and information of all concerned.

Thank you.



**BENJAMIN J. ASAKIL**  
Chairperson, Bids and Awards Committee

# ***Section VIII. Checklist of Technical and Financial Documents***

## **I. TECHNICAL COMPONENT ENVELOPE**

### *Class "A" Documents*

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) 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; **and**

- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. 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; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) 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.

*Additional Documents*

- (g) Company profile which should contain the following information: - List of key officials of the security agency, at least one official should have a title of Certified Security **Professional**
  - Names of the officers, partners or owners
  - Name and address of the main or satellite office within the National Capital Region
- (h) Registration Certificate and Certificate of Good Standing from the Philippine Association of Detective and Protective Agency Operators, Inc. (PADPAO).
- (i) Valid License for the Security Agency to operate issued by Philippine National Police (PNP) - Supervisory Office for Security and Investigation Agencies (SOSIA).
- (j) **NLRC Certificate/s from applicable Regional NLRC Offices stating that there is no pending case from the areas where the Security Agency**

**has on-going contracts.**

- (k) **Valid certification issued by the Philippine Association of Detective and Protective Agency Operators, Inc. that the agency is not included in the master list of the blacklisted/suspended security service agencies.**
- (l) One (1) Certificate of Performance Satisfaction, with at least Very Satisfactory Rating, from any client with whom the AGENCY has a Post or On-going Contract.
- (m) Compliance statement and License with the required list of basic firearms and security equipment and supplies stated in **Annex "C"** of Section VII. Technical Specifications

- (n) Certification that security guards to be deployed are properly trained, bonded, uniformed, and qualified in accordance with RA 5487

*Financial Documents*

- (o) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

*Class "B" Documents*

- (p) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **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.

**II. FINANCIAL COMPONENT ENVELOPE**

- (q) Original of duly signed and accomplished Financial Bid Form; **and**  (r)

Original of duly signed and accomplished Price Schedule(s).  (s) Accomplished Bill of Quantities indicated in Annex "D" Section VII.

**Technical Specifications attached with the detailed computation of Guards Monthly Rate, including mandatory contributions of e.g SSS, PhilHealth, & PAG-IBIG**

*Other documentary requirements under RA No. 9184 (as applicable)*

- (t) [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.
- (u) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**REVISED**

ANNEX "A"

SECURITY GUARDS ASSIGNMENTS

No.	Area	No. of Guards
1	<b>Main Office</b> Addr: Broadcast Complex, Visayas Ave Brgy. Vasra, Quezon City	19
	Officer-In-Charge/NS Officer	2
	Main Entrance	2
	Main Lobby	2
	DENR gate/Props Area	1
	Studio C/Pathways Entrance	2
	2nd Floor Lobby/Time Card	1
	3rd Floor Lobby	1
	Eng'g/Prov'l/Property/Clinic	1
	Dispatching/Transmitter/Microwave/Camera Pool/Bldg and Grounds	2
	Parking Areas (inside premises)	2
	Parking Areas (along Visayas Avenue)	2
	Roving	1
2	<b>PTV Cordillera</b> <u>Addr: Sitio Guisset, Mt. Sto Tomas, Tuba Benguet</u>	3
3	<b>PTV- Cebu</b> Addr: Brgy. Babag, Mt. Busay, Cebu City, Cebu	2
4	<b>PTV Guimaras</b> Addr: Brgy. San Miguel, Jordan, Guimaras	2
5	<b>PTV Davao</b> <u>Addr: Shrine Hills, Matina, Davao, Davao del Sur</u>	2
6	<b>PTV Mindanao Media Hub</b> Addr: Along Carlos P. Garcia Highway, Bangkal Talomo District, Davao City	9
7	<b>PTV Naga</b> Addr: Brgy. San Felipe, Naga City, Camarines Sur	2
8	<b>PTV Cotabato</b> Addr: Don E. Sero cor. 6th Sts., Rosary Heights, Cotabato City	2
9	<b>PTV Zamboanga</b> Addr: Murok, Upper Pasonanca, Zamboanga City, Zamboanga del Sur	2
10	<b>PTV Marawi</b> Addr: Capitol Complex, Brgy. Buadi Sacayo, Marawi City, Lanao del Sur	2
11	<b>PTV Pagadian</b> Addr: Mt. Palpalan, Pagadian City, Zamboanga del Sur	2
12	<b>PTV Ilocos Norte</b> Addr: Brgy. Quiling Sur, City of Batac, Ilocos Norte	2

13	<b>PTV Davao Del Norte</b> Addr: Government Center, Mankilam, Tagum City, Davao Del Norte	2
14	<b>PTV Legazpi</b> Addr: Lot No. 10706, Brgy. 55 Eztanza, Legazpi City	2
	TOTAL	53

**REVISED**

ANNEX "C"

**BASIC MINIMUM REQUIREMENTS OF FIREARMS AND  
SECURITY EQUIPMENT/ SUPPLIES**

The following shall comprise the Basic Equipment of a security guard which shall be made mandatory and ready for his/her use while performing his/her duties

1	Prescribed Basic Uniform All Guards
2	Medical /First Aid kits All Guards
3	Flash Lights All Guards <b>on duty</b>
4	Whistle All Guards
5	Night stick/baton All Guards
6	Writing Pen/Notebook/Checklist Lobby guards
7	Metal Detectors Lobby guards <b>on duty</b>
8	Under chassis mirror Main gate guards <b>on duty</b> Hand Held radios All guards
9	<b>on duty</b>
10	Computer with printer/ Typewriter Guards Office
11	Office Supplies Guards Office 9mm with bullets All guards <b>on duty</b>
12	

13	Shot gun with bullets Main gate guards <b>on duty</b>
14	K-9 (upon request)
15	2 units Cellular phones Lobby and Head guards