



COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines

http://www.cda.gov.ph helpdesk@cda.gov.ph CDA @CDAPHils PH Cooperatives



MINUTES OF MEETING

CDA – Head Office Bids and Awards Committee (BAC)

November 22, 2021 at 10:01AM to 12:03PM

Via Google Meet

TYPE OF MEETING	VIRTUAL OPENING OF BIDS																																											
PROJECT	PROCUREMENT OF SECURITY MANPOWER SERVICES AT CDA HEAD OFFICE FOR CY 2022 WITH CONTRACT NO. CDA-2021-06																																											
APPROVED BUDGET FOR THE CONTRACT (ABC)	THREE MILLION ONE HUNDRED SIXTY THOUSAND PESOS (P3,160,000.00)																																											
ATTENDEES	<table border="1"> <tr> <td>BIDS AND AWARDS COMMITTEE</td> <td></td> </tr> <tr> <td>1. Atty. Elizabeth O. Batonan</td> <td>Vice Chairperson, BAC</td> </tr> <tr> <td>2. Atty. Mona Liza P. Arriba-Juarez</td> <td>Member, BAC</td> </tr> <tr> <td>3. Atty. Joanne N. Limpin</td> <td>Member, BAC</td> </tr> <tr> <td>4. Chief Monatao Honeya R. Alawi</td> <td>Member, BAC</td> </tr> <tr> <td>5. Chief Melissa C. Santos</td> <td>Member, BAC</td> </tr> <tr> <td>BAC SECRETARIAT</td> <td></td> </tr> <tr> <td>1. Atty. Jovilyn M. Gaffud-Marquez</td> <td>Head, BAC Secretariat</td> </tr> <tr> <td>2. Mr. Jonal A. De Los Reyes</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>3. Mr. Elmer A. Bajado</td> <td>Member, BAC Secretariat/ End-User</td> </tr> <tr> <td>4. Mr. Ronaldo G. Rivera</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>5. Ms. Marygrace C. Jaquilmac</td> <td>Member, BAC Secretariat</td> </tr> <tr> <td>6. Ms. Ma. Antonette A. Pimentel</td> <td>Member, BAC Secretariat/ Assistant BAC Administrator</td> </tr> <tr> <td>7. Mr. Romaine Niño P. Talucod</td> <td></td> </tr> <tr> <td>TECHNICAL WORKING GROUP</td> <td></td> </tr> <tr> <td>1. Mr. Romeo A. Concepcion</td> <td>Member, BAC TWG</td> </tr> <tr> <td>2. Chief Doris D. Teodoro</td> <td>Member, BAC TWG</td> </tr> <tr> <td>3. Mr. Carlito V. Buan</td> <td>Member, BAC TWG</td> </tr> <tr> <td>4. Atty. James Fernandez</td> <td>Member, BAC TWG</td> </tr> <tr> <td>5. Mr. Julio E. Casilan, Jr.</td> <td>Member, BAC TWG</td> </tr> <tr> <td>6. Mr. Bonifacio D. Garcia</td> <td>Member, BAC TWG</td> </tr> </table>		BIDS AND AWARDS COMMITTEE		1. Atty. Elizabeth O. Batonan	Vice Chairperson, BAC	2. Atty. Mona Liza P. Arriba-Juarez	Member, BAC	3. Atty. Joanne N. Limpin	Member, BAC	4. Chief Monatao Honeya R. Alawi	Member, BAC	5. Chief Melissa C. Santos	Member, BAC	BAC SECRETARIAT		1. Atty. Jovilyn M. Gaffud-Marquez	Head, BAC Secretariat	2. Mr. Jonal A. De Los Reyes	Member, BAC Secretariat	3. Mr. Elmer A. Bajado	Member, BAC Secretariat/ End-User	4. Mr. Ronaldo G. Rivera	Member, BAC Secretariat	5. Ms. Marygrace C. Jaquilmac	Member, BAC Secretariat	6. Ms. Ma. Antonette A. Pimentel	Member, BAC Secretariat/ Assistant BAC Administrator	7. Mr. Romaine Niño P. Talucod		TECHNICAL WORKING GROUP		1. Mr. Romeo A. Concepcion	Member, BAC TWG	2. Chief Doris D. Teodoro	Member, BAC TWG	3. Mr. Carlito V. Buan	Member, BAC TWG	4. Atty. James Fernandez	Member, BAC TWG	5. Mr. Julio E. Casilan, Jr.	Member, BAC TWG	6. Mr. Bonifacio D. Garcia	Member, BAC TWG
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CALL TO ORDER	<p>The Opening of Bids started at 10:01AM and was presided by the BAC Vice Chairperson, Atty. Elizabeth O. Batonan. Thereafter, she instructed the BAC Secretariat to acknowledge the presence of all the attendees.</p> <p>After the declaration of quorum by the BAC Secretariat, Atty. Batonan acknowledged and thanked all the bidders for participating in the Opening of Bids.</p> <p>She also discussed the Agency's compliance to invite observers from the Commission on Audit, Philippine Chamber of Commerce & Industry, NATCCO and CDA Board of Directors.</p> <p>Likewise, she discussed the contents of the Supplemental Bid Bulletin, as a result of discussion during the Pre-Bid Conference.</p>									
SUBMISSION OF BID DOCUMENT BY THE BIDDERS	<p>Atty. Batonan explained that the sequence for the Opening of Bids shall follow the "first-come first serve basis".</p> <p>Further, the BAC Secretariat informed the Members of the BAC on the sequence of submission by the following bidders, to wit:</p> <table border="1" data-bbox="528 1099 1449 1388"> <thead> <tr> <th data-bbox="528 1099 963 1162">Name of Bidder</th> <th data-bbox="963 1099 1246 1162">Date</th> <th data-bbox="1246 1099 1449 1162">Time of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="528 1162 963 1294">1. Marban Security and Investigation Agency Corporation, Inc.</td> <td data-bbox="963 1162 1246 1294">November 20, 2021</td> <td data-bbox="1246 1162 1449 1294">9:54PM</td> </tr> <tr> <td data-bbox="528 1294 963 1388">2. Northern Star Investigation and Security Agency</td> <td data-bbox="963 1294 1246 1388">November 20, 2021</td> <td data-bbox="1246 1294 1449 1388">8:31AM</td> </tr> </tbody> </table>	Name of Bidder	Date	Time of Submission	1. Marban Security and Investigation Agency Corporation, Inc.	November 20, 2021	9:54PM	2. Northern Star Investigation and Security Agency	November 20, 2021	8:31AM
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A. REVIEW OF ELIGIBILITY AND TECHNICAL COMPONENT

Mr. Talucod, designated electronic Administrator, downloaded the file and successfully opened the zipped and PDF files of the Eligibility and Technical documents submitted by the Marban Security and Investigation Agency Corporation, Inc. and Northern Star Investigation and Security Agency respectively.

Marban Security and Investigation Agency Corporation, Inc. – **cdamarbanagency** for zipped file and **marbanca2021 (PDF)** for PDF file

Northern Star Investigation and Security Agency - **Rosales3** for zipped file and **Rosales1** for PDF file

a. Certificate of PhilGEPS Registration	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td>√</td> <td></td> <td>PhilGEPS Platinum Certificate Holder</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td>√</td> <td></td> <td>PhilGEPS Platinum Certificate Holder</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√		PhilGEPS Platinum Certificate Holder	2. Northern Star Investigation and Security Agency	√		PhilGEPS Platinum Certificate Holder
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<p>Since the bidders have submitted their Certificate of PhilGEPS Registration (Platinum Membership), the BAC will not be requiring the bidders to present the following documents during the Opening of Bids, to wit:</p> <ol style="list-style-type: none"> 1. Registration Documents from DTI, SEC and CDA; 2. Copy of Mayor's Permit for 2021 and 3. Valid and Current Tax Clearance. <p>Further, it was explained that the following documents shall be submitted by the bidder with the Lowest Calculated Bid during the post-qualification.</p>																	
b. Statement of On-Going and Awarded But Not Yet Started Contracts	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td>√</td> <td></td> <td>COMPLIED</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td>√</td> <td></td> <td>COMPLIED</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√		COMPLIED	2. Northern Star Investigation and Security Agency	√		COMPLIED
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c. Statement of Single Largest Completed Contracts Similar to the Contract to be Bid	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td>√</td> <td></td> <td>COMPLIED</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td>√</td> <td></td> <td>COMPLIED</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√		COMPLIED	2. Northern Star Investigation and Security Agency	√		COMPLIED
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2. Northern Star Investigation and Security Agency	√		COMPLIED														

d. Bid Securing Declaration	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Marban Security and Investigation Agency Corporation, Inc.		√		Notarized Bid Securing Declaration
2. Northern Star Investigation and Security Agency		√		Notarized Bid Securing Declaration	
e. Conformity with the Schedule of Requirements	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Marban Security and Investigation Agency Corporation, Inc.		√		Conformed with the prescribed format
2. Northern Star Investigation and Security Agency		√		Conformed with the prescribed format	
f. Conformity with Technical Specifications	Name of Bidder		Status of Compliance		Remarks
			Compliant	Non-Compliant	
	1. Marban Security and Investigation Agency Corporation, Inc.		√		COMPLIED
2. Northern Star Investigation and Security Agency		√		COMPLIED	

g. Omnibus Sworn Statement	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td style="text-align: center;">√</td> <td></td> <td>William Adriano is the authorized representative who will sign all the documents related to the Project</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td style="text-align: center;">√</td> <td></td> <td>Jerald B. Tabuzo is the authorized representative who will sign all the documents related to the Project</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√		William Adriano is the authorized representative who will sign all the documents related to the Project	2. Northern Star Investigation and Security Agency	√		Jerald B. Tabuzo is the authorized representative who will sign all the documents related to the Project
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h. Audited Financial Statement	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td style="text-align: center;">√</td> <td></td> <td>COMPLIED</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td style="text-align: center;">√</td> <td></td> <td>COMPLIED</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√		COMPLIED	2. Northern Star Investigation and Security Agency	√		COMPLIED
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i. Net Financing Contracting Capacity (NFCC)	<table border="1"> <thead> <tr> <th rowspan="2">Name of Bidder</th> <th colspan="2">Status of Compliance</th> <th rowspan="2">Remarks</th> </tr> <tr> <th>Compliant</th> <th>Non-Compliant</th> </tr> </thead> <tbody> <tr> <td>1. Marban Security and Investigation Agency Corporation, Inc.</td> <td style="text-align: center;">√ Php 385,178,300.98</td> <td></td> <td>NFCC is over and above the ABC</td> </tr> <tr> <td>2. Northern Star Investigation and Security Agency</td> <td style="text-align: center;">√ Php 256,324,364.07</td> <td></td> <td>NFCC is over and above the ABC</td> </tr> </tbody> </table>			Name of Bidder	Status of Compliance		Remarks	Compliant	Non-Compliant	1. Marban Security and Investigation Agency Corporation, Inc.	√ Php 385,178,300.98		NFCC is over and above the ABC	2. Northern Star Investigation and Security Agency	√ Php 256,324,364.07		NFCC is over and above the ABC
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APPROVAL OF THE SUBMITTED ELIGIBILITY AND TECHNICAL REQUIREMENTS	The BAC unanimously declared the Bidders, Marban Security and Investigation Agency Corporation, Inc. and Northern Star Investigation and Security Agency as eligible in their submitted Technical and Legal Requirements, thus, they are all qualified to participate in the opening of their financial documents.																

B. REVIEW OF FINANCIAL COMPONENT

Mr. Rivera has successfully opened the zipped and PDF files of the Financial documents submitted by the bidders.

Marban Security and Investigation Agency Corporation, Inc. – **marbanagencycda** for zipped file and **cdamarban2021** for PDF file

Northern Star Investigation and Security Agency - **Rosales4** for zipped file and **Rosales2** for PDF file

a. Financial Bid

Name of Bidder	Bid Offer	Remarks
1. Marban Security and Investigation Agency Corporation, Inc.	Php2,880,321.24	Rank 1
2. Northern Star Investigation and Security Agency	Php2,938,669.92	Rank 2

ADJOURNMENT OF THE OPENING OF BIDS

Having no other matters for discussion and upon motion by Atty. Mona Liza P. Arriba-Juarez, duly seconded by Chief Monatao Honeya R. Alawi, the Opening of Bids was adjourned at 11:28AM.

Further, the bidders are requested to leave the virtual meeting room to give way for the post assessment activity of the BAC.

RESULT OF THE POST ASSESSMENT

1. After validation of the submitted documents, the bidders were declared to have **PASSED** the Technical and Legal Documents respectively.

2. On the Financial Documents, the Marban Security and Investigation Agency Corporation, Inc. with a bid offer amounting to Php2,880,321.24, was ranked no. 1.






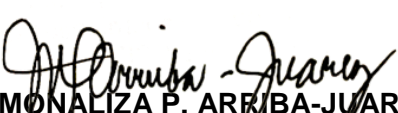
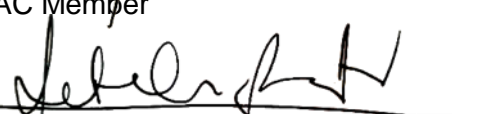
DECLARATION OF THE LOWEST CALCULATED BIDDER

Upon motion by Atty. Joanne N. Limpin, jointly seconded by Chief Monatao Honeya R. Alawi, RESOLVED as it is hereby RESOLVED to declare the Bidder-**MARBAN SECURITY AND INVESTIGATION AGENCY CORPORATION, INC.** with a bid offer amounting to **TWO MILLION EIGHT HUNDRED EIGHTY THOUSAND THREE HUNDRED TWENTY-ONE PESOS AND 24/100** (Php2,880,321.24), as the **LOWEST CALCULATED BIDDER** for the Project.

INSTRUCTIONS FROM THE MEMBERS OF THE BAC

Atty. Batonan instructed the Technical Working Group to assist the BAC Members in the conduct of the post-qualification activity.

She likewise directed the mandatory attendance of Chief Doris D. Teodoro, Mr. Romeo A. Concepcion and Mr. Julio E. Casilan, Jr. during

	the conduct of the post-qualification activity. Further, the tentative date for the conduct of the post-qualification shall be on December 1, 2021.
ADJOURNMENT	Having no other matters for discussion, the post assessment/evaluation was adjourned at 12:03PM.
CERTIFICATION	We certify that the foregoing is the true account of the Opening of Bids conducted on November 22, 2021 .
PREPARED BY	 MARYGRACE C. JAQUILMAC BAC Secretariat Date: November 22, 2021
CERTIFIED CORRECT	 ATTY. JOVILYN A. GAFFUD-MARQUEZ Head, BAC Secretariat <i>JA</i>
APPROVED	 Chief MONATAO HONEYA R. ALAWI BAC Member  Atty. JOANNE N. LIMPIN BAC Member  Chief MELISSA C. SANTOS BAC Member  Atty. MONALIZA P. ARRIBA-JUAREZ BAC Member  Atty. ELIZABETH O. BATONAN BAC Vice-Chairperson Not Present Dir. GIOVANNI T. PLATERO BAC Chairperson