



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
 Intramuros, Manila



**MINUTES OF PRE-BID CONFERENCE**  
**DOLE-BIDS AND AWARDS COMMITTEE (DOLE-BAC)**  
 2nd floor, LGLC, Ople Hall, San Jose St., Intramuros, Manila  
 07 May 2019, Wednesday

The Pre-bid Conference for the project AS' Request for the Provision of Janitorial Services for One Year in the DOLE Central Office (ABC: P9,668,001.73) was conducted. The meeting was presided by Director Philip A. Paredes, BAC Vice-Chairperson. After determining that there was a quorum, Director Paredes called the meeting to order at 2:23 p. m.

**I. IN ATTENDANCE:**

<b>BAC Vice-Chairperson:</b> Director Philip A. Paredes (LS)		<b>BAC Members:</b> Director Warren M. Miclat (FMS) OIC-Director Lily Pearl L. Guerrero (AS)	
<b>Technical Working Group Members:</b> Atty. John Ronnel Diana (LS) Atty. John Vincent S. Ferrer (LS) Desiree E. Estrella (AS)		<b>BAC Secretariat</b> Ma. Victoria E. Marquez (AS) Liberty C. Angeles (AS) Mylene Boots S. Lamac (AS)	
<b>Bidders</b>			
<b>Project</b>	<b>Company</b>	<b>Name/s of Representative/s</b>	
Provision of Janitorial Services for the DOLE Central Office for One Year (ABC: P9,668,001.73)	Corporate Solutions Manpower and General Services, Inc.	Lilibeth Paguirigan Cherish Real	
	LBP Service Corporation	Dexie D. Calibara Bretty Mae B. Mamong	
	Mansion Maintenance Co. Inc.	Gloria Basaysay	
	Triple 7 Manpower Services, Inc.	Ma. Cristina Tadoy Jezza Parot	
	First Country Manpower Services	Edwin C. Punzalan	
	The Perfect Cleaners	Jordan Boy Pardos	

II. HIGHLIGHTS OF THE PRE-BID CONFERENCE:

AS – Provision of Janitorial Services for One Year in the DOLE Central Office (ABC: P9,668,001.73)

The AS TWG discussed the technical and financial components indicated in the PR and TOR. Six (6) interested bidders attended the Pre-bid Conference, namely: a) Corporate Solutions Manpower and Gen. Services, Inc., b) LBP Service Corporation, c) Mansion Maintenance Co. Inc., d) Triple 7 Manpower Services, Inc., e) First Country Manpower Services and f) The Perfect Cleaners.

The following questions were raised by the bidders:


Questions	BAC's response
Are the SSS, HDMF and Philhealth premiums higher than the current prescribed rates?	The end-user will double check the amounts. If these are not the same with the current prescribed rates, then a Bid Bulletin will be issued.
The List of supplies and materials is not in the bidding documents.	This will likewise be included in the Bid Bulletin.
Are the other requirements supposed to be submitted only during post-qualification?	Yes, some requirements are required to be submitted by the lowest calculated bidder during post-qualification.
Are we required to also submit copies of on-going contracts?	No, only for single largest contract.
On Item G. Will a pending case be a ground for disqualification?	The BAC will get feedback on the nature of the case and evaluate.

The interested bidders can still send their queries through the BAC Secretariat until Friday, May 10, 2019.

III. ADJOURNMENT:

There being no other matter to discuss, the meeting was adjourned at 4:15 p.m.

Prepared by:

  
MA. VICTORIA E. MARQUEZ  
Head, BAC Secretariat

Approved:

  
PHILIP A. PAREDES  
Director, Legal Service and  
BAC Vice-Chairperson

Attached:

1. Notice of Meeting
2. Record of Attendance

FN : Minutes of 07 May Pre-bid