



# National Power Corporation

## MINUTES OF PRE-BID CONFERENCE

### PACKAGE NO. MG-J6 JANITORIAL SERVICES FOR AGUS 6/7 HEPC (MG-A7O21-001/MG-J6)

DATE : February 5, 2021  
TIME : 9:30 A.M.  
VENUE : BAC BIDDING ROOM

#### Attendees:

#### BIDS AND AWARDS COMMITTEE (BAC)

	POSITION
Chairman H.L. Macadatar	Dept. Manager, CMTSD
Members:	
1. ✓ ATTY. A. R. Mamailao	Legal (Vice Chairman)/Corporate Atty. – B, LSD
2. R. T. Ciruela	Tech-Infra & Svcs/Manager, TSD, CMTSD
3. ✓ J. P. Maghinay	Financial/Sr. Accountant, Finance

#### TECHNICAL WORKING GROUP (TWG)

	POSITION
Chairman ✓ G. C. Baula, Jr.	Acting Manager, DRWMD-OPD
Vice Chairman: Atty. R. P. Pacilan	Corporate Attorney A / Legal-OVP
Members:	
1. ✓ M.S. S. Espiritu	Financial / Sr. Financial Specialist B, Finance
2. ✓ C.A. Villalobos	Technical / Comm. Rel. Officer D, CDD
3. ✓ E. P. Garrido	End-user/ OIC, Adfin, Agus 6 & 7 HEPC

#### BAC SECRETARIAT

	POSITION
1. C. C. Agusila	Head / Section Chief, CMO
2. M.Y. Macapil	Member / Materials Mngt. Specialist C
3. A. T. B. Generalao	Member / Transportation Officer B, GSFM
4. A. S. Dalisay	Member / Sr. IS/IT Specialist, ISTD

#### PROSPECTIVE BIDDERS

COMPANY NAME	NAME OF REPRESENTATIVE
1. Omniworx, Inc.	Christine Gonzalez (Via Zoom)
2. Serberus Janitorial & Caretaker Svcs	Mark Laya
3. Helpmate Services, Inc.	Michael Maligro (Via Zoom)
4. AMT Janitorial	Amer Guro

### Minutes of the Proceedings

The Chairman of the BAC, Mr. Hassan L. Macadatar, called the Pre-bid Conference to order at 09:30 A.M. for the Package No. MG-J6 Janitorial Services for Agus 6/7 HEPC.

There were no bidders who purchased the Bid Documents. However, four (4) prospective bidders listed below attended the Pre-bid conference. The TWG referred everyone to the Invitation to Bid, the total ABC of the project is PHP 9,789,314.75 and the cost of Bid Documents is PHP 10,000.00. Schedule of Bid Submission and Opening is on 17 February 2021 at 9:30 A.M

Hereunder are the queries / concerns raised by the bidders:

Name of Prospective Bidder/s	Prospective Bidder's Concerns/Queries	NPC's Reply / Agreement
- Omniworx, Inc. - Serberus Janitorial & Caretaker Services - Helpmate Services, Inc. - AMT Janitorial	- There's a delay in the release of SSS, Pag-Ibig, and Philhealth Certificates because of their lack of manpower in their offices, maybe we could not secure the certificates during the time for the submission of the bid.	- Submit the old certificates with attached Official Receipts of your application for the certificates.
	- Will we use the new rate for the Philhealth and SSS contribution?	- Still use the old rates considering the inclination of the government to suspend its implementation. In the event that the new rate will push through, NPC would adjust and apply the new rate.
	- If there is an increase in contribution of SSS/Philhealth in the 2 <sup>nd</sup> year, will NPC pay the differential?	- NPC will pay for any adjustment of the contribution.
	- Considering that our office is in Manila, is online submission of bids available?	- Online submission of bids is not yet available, NPC-MinGen is still in the process of development. Our advice is to send your bid documents earlier considering the delivery time of courier services.
	- Some cities are not issuing new business permits.	- Expired business permit will be accepted with the attached O.R. for renewal or any proof that you are applying for renewal or new business permit.
	- Cebu city treasurer office is not accepting payment and renewal of business permits since January. Can we submit the application form only?	- Submit the expired permit with the memo/notice from Cebu city treasurer office that they are not accepting payments for the renewal of the business permits.

Since there are no other matters to be discussed, the meeting was adjourned at 12:00 P M

Prepared by:

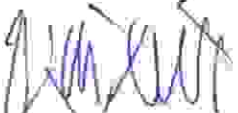
  
**C. C. AGUSILA**  
 Head, Secretariat

Reviewed By:



**G. C. BAULA, JR.**  
TWG – Chairman

Approved By:



**H. L. MACADATAR**  
Chairman, Bids and Awards Committee