



**Bid Bulletin No. 01**  
**04 March 2024**

- I.** Attention is hereby invited to the bidders of the Project **PROVISION OF SECURITY SERVICES REQUIREMENTS FOR CAAP IV UNDER A THREE (3)-YEAR SERVICE AGREEMENT** with **BID NO. 24-008-02 BRAVO** (Php 36,461,840.16)
- II.** The new schedule for the deadline for the submission and opening of bids will be on **13 March 2024 at 9:00 AM** at the **CAAP Conference Room, 4th Floor Main Building, CAAP Compound, Pasay City**.
- III.** Please be informed of the following clarifications:

Issues/Inquiries	Clarifications
1. How many copies of the bid proposal or submission are required?	<i>The bidders must submit only one (1) copy of their bid proposal or submission.</i>
2. May we request for an extension for submission of the bids for us to have an ample time to conduct a survey and prepare the bids?	<i>The submission deadline for bids remains to be by 13 March 2024, at 9:00 AM.</i>
3. ITB <b>20.1</b> Other appropriate documents required to be submitted during post-qualification no. 5 - Certificates of Satisfactory Performance from all existing clients. An additional Certificate of Satisfactory Performance from CAAP and/or its relevant Service or end-user is required if the bidder was a previous or current service provider of CAAP. Obtaining an unsatisfactory rating from any Area center, end-user, or Service shall be a ground for disqualification;	<i>The requirement to submit Certificates of Satisfactory Performance, as specified in ITB 20.1 no. 5, is <b>no longer required</b>.</i>
4. Checklist of Technical and Financial Documents under letter (e) Statement of Compliance/Conformity with the Bidding Documents as enumerated and specified in <b>Section VII. Technical Specifications</b> and signed by the Authorized Representative	<i>Bidders must state either “<b>Comply</b>” or “<b>Not Comply</b>” against each of the individual parameters/items indicated in Section VII. Technical Specification. There is no need to submit evidence requirements for the Technical Specification.</i>

## ANNEX A

(BF-Form 3)

### FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached Income Tax Return and Audited Financial Statement, stamped "RECEIVED" by the Bureau of Internal Revenue (BIR) or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

Item No.	Particular	Year 2022

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = K (Current Assets – Current Liabilities) minus value of all outstanding works under ongoing contracts including awarded contracts yet to be started

NFCC = Php \_\_\_\_\_

**K = 15 regardless of the period or duration of the project.**

Or

Commitment from a licensed bank to extend to it a credit line if awarded the contract or cash deposit certificate in the amount of at least 10% of the proposed project to bid.

Name of Bank: \_\_\_\_\_ Amount: \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Name of Bidder's or Private Security Agency (PSA)

\_\_\_\_\_  
Bidder's/PSA Authorized Representative  
(Signature over Printed Name)

\_\_\_\_\_  
Date

## **ANNEX B**

(BF-Form 2)

**STATEMENT OF THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT (SLCC) OR  
TWO (2) SIMILAR COMPLETED CONTRACTS**

NAME OF CONTRACT TO BE BID: **PROVISION OF SECURITY SERVICE REQUIREMENTS FOR CAAP  
AREA IV UNDER A THREE (3)-YEAR SERVICE AGREEMENT**

This is to certify that \_\_\_\_\_ has the following Single Largest Completed Contract (SLCC) similar to the contract to be bid equivalent to at least Fifty Percent (50%) of the Approved Budget to the Contract (ABC) or at least two (2) Similar Completed Contracts and the aggregate contract amounts should be equivalent to at least "fifty percent (50%)" of the ABC, with the largest of these similar contracts being equivalent to at least "twenty five percent (25%)" of the ABC and completed within the last three (3) years (CY 2021 to present):

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name & Address	Kind of Goods	Amount of Completed Contract	Date of Delivery	End-User's Acceptance

**Note:** The supporting documents stated below shall be required as attachment.

- 1.) Contract Agreement; and
- 2.) Certificate of Performance

CERTIFIED CORRECT:

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

## ANNEX C



**SUMMARY OF BID**

<b>CAAP AREA IV</b>	<b>Total No. of Guards</b>	<b>Contract Rate Per Guard (Day Shift)</b>	<b>Contract Rate Per Guard (Night Shift)</b>	<b>Contract Rate Per Guard (8hr Work Shift Sched)</b>	<b>Total Labor Cost Per Month</b>	<b>Total Labor Cost Per Year</b>
1. Puerto Princesa Intl Airport						
2. Busuanga Airport						
3. San Vicente Airport						
4. RCAG Palawan						
5. Cuyo Airport						
<b>TOTAL</b>						

**II. GRAND TOTAL BID (*in words and in figures*)**

\_\_\_\_\_

SUBMITTED BY:

\_\_\_\_\_  
Name & Signature of Authorized Representative

\_\_\_\_\_  
Position

## **ANNEX D**



(BF-Form 5)

Republic of the Philippines)  
City of Pasay )  
x-----x

### AFFIDAVIT OF UNDERTAKING

I, \_\_\_\_\_, of legal age, Filipino, married/single, with postal address at \_\_\_\_\_, after having been duly sworn to law, do hereby depose and say:

1. That I am the same person who caused the execution of this Affidavit;
2. That I am the (registered owner/manager/duly authorized representative) of (business name), a business engaged in security services with the following details:

Business address :  
PSA Regular License to Operate No. :  
Contact Number :  
Email Address :

3. I am aware of the terms and conditions laid down by the CAAP Bids and Awards Committee for this procurement activity;
4. Thus, in adherence to the foregoing, (Name of Business) hereby undertakes the following:
  - a. That the Security officers/guards we will provide shall undergo Basic Aviation Security Training (*Phase I – Theoretical* and *Phase II – OJT Checkout*) within six months from the date of posting of guards and shall directly coordinate with CSIS for the schedule of said trainings.
  - b. That the security personnel we will provide shall undergo Aviation Security (AVSEC) Re-Currency Course every two (2) years to be conducted by CAAP CATC & CSIS Mobile Training Team for previously deployed aviation security personnel;
  - c. That we will provide the venue for the aforementioned Basic and Re-currency AVSEC trainings;
  - d. That a Liaison Office located within five (5) kilometers from the CAAP AREA

CENTER IV, with office equipment (desktop computer, filing cabinets, and office tables), consumable office supplies, office/company signage and manned by office clerk/personnel at company expense one-week prior deployment. Makeshift office shall not be acceptable.

- e. The company will present before the BAC TWG its MDRs, for the last three (3) consecutive months, during Post Qualification Validation/Visit, to ascertain and ensure that the cap of 2,000 security guards is not exceeded, taking into account the prospective bidder's projected and/or additional number of guards it shall employ and deploy to CAAP, in compliance with the RA No. 11917 or The Private Security Services Industry Act.
5. In case of violation of any of the foregoing, (Name of Business) shall interpose no objection to the automatic disqualification in this procurement activity;
  6. That I execute this affidavit in order to attest the truth of the above facts for all legal intents and purposes it may serve;

**IN WITNESS WHEREOF**, the Affiant hereby fixes his signature this \_\_\_\_\_ at \_\_\_\_\_.

**NAME OF AFFIANT**  
Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_, who has satisfactorily proven his identity to me through his \_\_\_\_\_, that he is the same person who personally signed the foregoing affidavit before me and acknowledged that he executed the same.

Doc. No. \_\_\_\_;  
Page No. \_\_\_\_;  
Book No. \_\_\_\_;