

NOTICE TO PROCEED

January 11, 2021

MR. RICH P. BASABICA
Vice President and COO
Quality Guards Services and Investigation Agency, INC
35 Dr. Cariño Street, Upper QM, Baguio City

Dear Mr. Basabica,

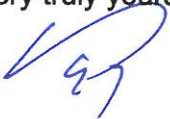
Warm greetings from the Department of Social Welfare and Development – Cordillera Administrative Region (DSWD-CAR)!

The attached Contract of Agreement having been approved, notice is hereby given to **Quality Guards Services and Investigation Agency, INC** that work may commence for the project, **Outsourcing of Service Provider for Security Services to DSWD-CAR Facilities** under ITB 2021-DSWD-04.

Upon receipt of this notice, you shall be responsible for performing the services under the terms and conditions of the agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Keep one (1) copy and return the remaining copies to this Office.

Very truly yours,



LEO L. QUINTILLA
OIC Regional Director

I acknowledge receipt of this Notice on: 1/11/2021
Date

Name or Authorized Representative: RICH P. BASABICA
Name

Signature: 

CONTRACT AGREEMENT

THIS AGREEMENT made the 11th day of January 1, 2021 between Department of Social Welfare and Development – Cordillera Administrative Region represented by LEO L. QUINTILLA, Regional Director with office address at 40 North Drive, Baguio City, Philippines (hereinafter called “the Entity”) of the one part and QUALITY GUARDS SERVICES AND INVESTIGATION AGENCY, INCORPORATED represented by MR. RICH P. BASABICA, Vice-President and COO with office address at 35 Dr. Cariño Street, Upper QM, Baguio City, Philippines (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and services, particularly **Outsourcing Service Provider for the Security Services to DSWD Facilities (ITB 2021-DSWD-21)** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Four Million Nine Hundred Thirty-Nine Thousand Six Hundred Sixty-Six Pesos and 20/100 (Php 4,939,666.20)** from January 1, 2021 to December 31, 2021 (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**












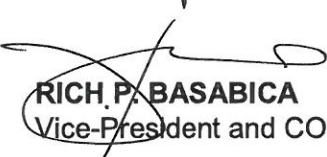
3. In consideration for the sum of **Four Million Nine Hundred Thirty-Nine Thousand Six Hundred Sixty-Six Pesos and 20/100 (Php 4,939,666.20)** from **January 1, 2021 to December 31, 2021** or such other sums as may be ascertained, **QUALITY GUARDS SERVICES AND INVESTIGATION AGENCY, INCORPORATED** agrees to provide the goods and services for the **Outsourcing Service Provider for the Security Services to DSWD Facilities** in accordance with his/her/its Bid.
4. The **Department of Social Welfare and Development – Cordillera Administrative Region** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.


LEO L. QUINTILLA
Regional Director

for:

**DEPARTMENT OF SOCIAL WELFARE
AND DEVELOPMENT – CAR**


RICH P. BASABICA
Vice-President and COO

for:

**QUALITY GUARDS SERVICES AND
INVESTIGATION AGENCY, INC.**

Signed in the presence of


AILEEN M. BALLESTEROS
Head – General Services Section


SAMUEL R. OLUNAN
Supervising Security Guard


WILBOURN B. BACOLONG
Accountant III

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)

BANAO CITY)


BEFORE ME, a Notary Public for in Banau City, Philippines,
personally appeared this 19 4 JAN 2021 day of **JANUARY 2021**.

Name	Community Tax Cert. No./ID No.	Date/Place Issued
<u>LEO L. QUINTILLA</u>	<u>DSWD ID No: 061096</u>	<u>August 23, 2018/Iloilo City</u>
<u>RICH P. BASABICA</u>	_____	_____

Known to me to be the same persons, who executed the foregoing instruments and acknowledged that the same is free and voluntary act and deed.

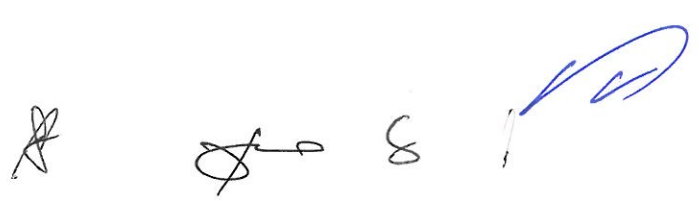
This document refers to the Contract of Services consisting of three (3) pages including this page signed by the parties and witnesses.

IN WITNESS WHEREOF, I have hereunto set my hands and affixed my notarial seal at the place and date above written.


 GEORGE M. FLORENDO
 NOTARY PUBLIC
 Until December 31, 2020
 Not Com. No. 27-NC-19-R

MCLE Compl. Number 482
 PTR No. 482
 IBP OR No. 006752 / 1/5/2021/BC
 Roll No. 30703 5/13/20
 Room: C-206 Lower Bldg.,
 Session Road, 2600 Banau City
 Tel. No. (074) 304-3543

Doc. No.: 114
 Page No.: 24
 Book No.: CMV
 Series of: 2021



NOTICE OF AWARD

4 January 2021

MR. RICH P. BASABICA

Vice-President and COO

QUALITY GUARDS SERVICES AND INVESTIGATION AGENCY

35 Dr. Carino St., Upper QM, Baguio City

Dear Mr. Basabica,

Warm greetings from the Department of Social Welfare and Development – Cordillera Administrative Region (DSWD-CAR)!

We are happy to inform that your bid received and opened on December 2, 2020 for the project, **Outsourcing of Service Provider for Security Services to DSWD Facilities under ITB 2021-DSWD-04** as corrected and modified in accordance with the Instructions to Bidders is hereby accepted, as follows:

Quantity	Description	Contract Amount
1 Lot	Outsourcing of Service Provider for Security Services to DSWD Facilities	Php 4,939,666.20
<i>Total</i>	<i>Four Million Nine Hundred Thirty Nine Thousand Six Hundred Sixty-Six Pesos and 20/100</i>	Php 4,939,666.20

You are hereby required to provide within ten (10) calendar days from receipt of this notice to post the performance security in the form of cash, managers check or cashier's check or bank guarantee issued by a Universal or Commercial Bank in the amount of Five (5%) percent or Surety Bond issued by a surety or insurance company duly certified by insurance commission as authorized to issue such security amounting to Thirty Percent (30%) of the total contract price.

Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Thank you.

Very truly yours

LEO L. QUINTILLA

OIC Regional Director

Conforme: Hans Christian B. Taciza, Corp. Sec. QG61A1

Date : January 6, 2021

**BIDS AND AWARDS COMMITTEE
RESOLUTION DECLARING SINGLE CALCULATED
RESPONSIVE BID AND RECOMMENDING AWARD
RESOLUTION NO.: 912**

WHEREAS, the Department of Social Welfare and Development - Cordillera Administrative Region (DSWD-CAR) planned for the procurement of the project, **Outsourcing of Service Provider for Security Services to DSWD Facilities** with an Approved Budget for the Contract (ABC) amounting to **Five Million Fifty-five Thousand Three Hundred Thirty Pesos (Php5,055,330.00)** to be funded through the **General Appropriations Act for 2021**;

WHEREAS, Republic Act 9184, otherwise known as the Government Procurement Reform Act, in its Implementing Rules and Regulations under Section 10, provides that "all procurement shall be done through competitive bidding, except as provided in Rule XVI";

WHEREAS, the GPPB Circular 06-2019 dated July 17, 2019, authorized the conduct of **Early Procurement Activities (EPA)** for goods to be implemented in the following fiscal year pending approval of funding sources;

WHEREAS, the Bids and Awards Committee (BAC) through the BAC Secretariat posted the Invitation to Bid from **November 5, 2020 to 10:00 AM of November 25, 2020** at DSWD-CAR website, Philippine Government Electronic Procurement System (PhilGEPS) and posted at DSWD-CAR Bulletin Board located at the main entrance of the Field Office;

WHEREAS, one (1) bidder participated in the bidding process namely **Quality Guards Services and Investigation Agency, Inc.**;

WHEREAS, in reference to **BAC Resolution No. 818, s2020**, **Quality Guards Services and Investigation Agency, Inc.** was declared as **Single Calculated Bid** and subjected for post-qualification by the Technical Working Group (TWG);

WHEREAS, the TWG conducted post-qualification with the bidder and presented to the BAC their report on December 9, 2020 with the following findings:

- Late remittance of mandatory benefits of security guards especially PhilHealth
- License of firearms were not checked since the bidder did not submit yet the updated license as agreed during the post-qualification
- Submitted profiles of pool of security guards were incomplete
- Performed satisfactorily on previous completed contract with other agencies but good with Brent International School

WHEREAS, the BAC discussed and decided to extend the post-qualification to check the license of firearms and to conduct interview with Brent International School with regard to the bidder's performance;

WHEREAS, on December 15, 2020, the TWG presented their final post-qualification report with the following result:

- Legally, technically and financially compliant
- Compliant to all terms and conditions required for the project
- License of firearms are valid



**BIDS AND AWARDS COMMITTEE
RESOLUTION DECLARING SINGLE CALCULATED
RESPONSIVE BID AND RECOMMENDING AWARD
RESOLUTION NO.: 912**

- Overall Performance of security guards with Brent International School is very satisfactory. The overall rating of the bidder is **Good** since there are months that the mandatory benefits of security guards were remitted late to the prescribed agencies.
- Performed satisfactorily on previous completed contract with DSWD-CAR
- Over-all assessment: **Responsive**

WHEREAS, the BAC deliberated the Post-Qualification Report and found merit to the findings of the TWG;

WHEREAS, the BAC unanimously declared **Quality Guards Services and Investigation Agency, Inc.** as **Single Calculated and Responsive Bid** upon determination that the bidder has passed all the criteria for post-qualification;

WHEREAS, the BAC directed the end-user to monitor the remittances of the said bidder on the mandatory benefits of security personnel and to strictly review the profiles of security personnel to be deployed;

NOW, THEREFORE, we, members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED** to

- Declare the bid of **Quality Guards Services and Investigation Agency, Inc.** as **Single Calculated Responsive Bid (SCR)**; and
- Recommend to the Head of Procuring Entity (HOPE) the award of contract for the project, **Outsourcing of Service Provider for Security Services to DSWD Facilities with contract amount of Four Million Nine Hundred Thirty-Nine Thousand Six Hundred Sixty-Six Pesos and 20/100 (Php4,939,666.20)**, for approval of the HOPE;

RESOLVED at DSWD-CAR, North Drive, Baguio City this 15th day of December 2020.

BIDS AND AWARDS COMMITTEE


RINA CLAIRE L. REYES
Vice-Chairperson

Not present
Provisional Member (End-User)


ENRIQUE H. GASCON JR.
Chairperson

Not present
ARNOLD D. LARTEC
Member


AILEEN M. BALLESTEROS
Provisional Member (Expert)

Approved/Disapproved:


LEO L. QUINTILLA
OIC Regional Director