



TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

37th TESDA BOARD MEETING
8:30 A.M., Thursday, 13 March 2003
TESDA Board Room, 7/F Administration Building
Taguig, Metro Manila

RESOLUTION NO. 2003 - 11

**APPROVING AND AWARDED THE CONTRACTS FOR SECURITY
AND JANITORIAL SERVICES IN FAVOR OF ENVISAGE
SECURITY AGENCY INCORPORATED AND GOODLINE
STAFFERS AND ALLIED SERVICES, INC. RESPECTIVELY FOR CY
2003, EFFECTIVE MAY 1, 2003 to DECEMBER 31, 2003.**

WHEREAS, section 8, paragraph 3 of Republic Act No. 7796, otherwise known as the "Technical Education and Skills Development Act of 1994", grants the TESDA Board the power to enter into, make, execute, perform and carry-out domestic and foreign contracts, subject to existing law, rules and regulations;

WHEREAS, in the exercise of this power, the TESDA Board shall approve all contracts, both local and foreign, of the Technical Education and Skills Development Authority (TESDA);



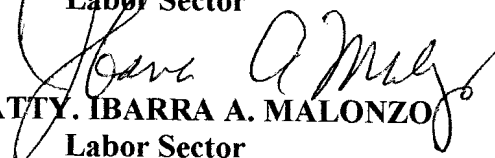
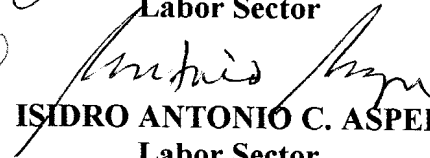

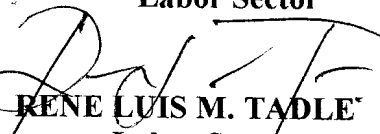
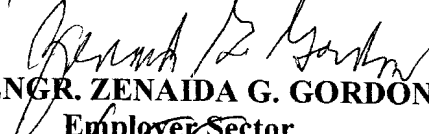
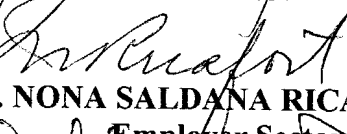
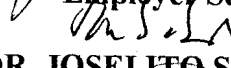


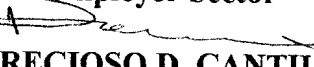
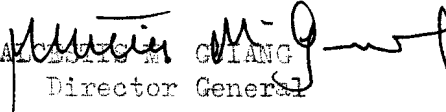
WHEREAS, the Resource Generation, Allocation and Utilization Committee of the TESDA BOARD, premised on the Certification executed by the Chairman of the PBAC, that the process in the conduct of the Public Bidding, its assessment and evaluation for the procurement of TESDA Security and Janitorial Services requirement is in consonance with the Implementing Rules and Regulations of Executive Order No. 40, Series of 2001 and the recommendation of Director General to approve the same, resolved to submit to the TESDA BOARD by way of ad referendum the attached documents, enumerated hereunder, forming part and parcel of this resolution, recommending to adopt and approve the recommendation of the BAC in its resolution dated March 13, 2003, to award the Security Services Contract in favor of **ENVISAGE SECURITY AGENCY, INCORPORATED** and on recommendation of the Director General, to award the Janitorial Services Contract in favor of **GOODLINE STAFFERS AND ALLIED SERVICES, INC.**, the latter having offered a lower bid by Four Hundred Thousand Pesos (P400,000.00);

1. BAC Chairman Certification
2. Bid Bulletin No. 1 and 2
3. Bidding Process Flow Chart;
4. BAC Resolutions No. 02 s. 2003 (Security Services) with the following attachment:
 - a) Abstract of Bids
 - b) Background Investigation Report
 - c) Summary of Technical Evaluation Result
 - d) Detailed Comparative Evaluation Results (8 pages)

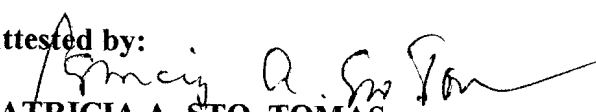
5. BAC Resolutions No. 3 s. 2003 (Janitorial Services) with the following attachment:
- Abstract of Bids
 - Background Investigation Report
 - Summary of Technical Evaluation Result
 - Detailed Comparative Evaluation Results (8 pages)
 - Affidavit of Undertaking executed by William C. Go, President, Goodline Staffers and Allied Services, Inc. dated March 26, 2003;

NOW THEREFORE, by virtue of the powers vested upon them by law, on motion of Director General Alcestis M. Guiang, with the recommendation of the TESDA Resource Allocation, Generation and Utilization Committee, the TESDA BOARD **HEREBY RESOLVES**, as it **RESOLVED**, to approve and award the Service Contracts for the Security Services requirement of TESDA in favor of **ENVISAGE SECURITY AGENCY, INCORPORATED** and the janitorial services requirement in favor of **GOODLINE STAFFERS AND ALLIED SERVICES, INC.**, for CY 2003, effective May 1, 2003 to December 31, 2003.

APPROVED BY AD REFERENDUM . this 27th day of March 2003.

- | | |
|---|---|
| <p>① 
CONCEPCION G. DOBB
Labor Sector</p> | <p>⑧ 
TERESITA M. BORGONOS
Labor Sector</p> |
| <p>② 
ATTY. IBARRA A. MALONZO
Labor Sector</p> | <p>⑨ 
ISIDRO ANTONIO C. ASPER
Labor Sector</p> |
| <p>③ 
JOVENCIO AVENIDO
Labor Sector</p> | <p>⑩ 
RENE LUIS M. TADLER
Labor Sector</p> |
| <p>④ 
ENGR. ZENAIDA G. GORDON
Employer Sector</p> | <p>⑪ 
DR. NONA SALDANA RICAFORT
Employer Sector</p> |
| <p>⑤ 
DR. JOSELITO S. SANDEJAS
Employer Sector</p> | <p>⑫ 
DR. ALBERTO VICTOR P. FENIX, JR.
Employer Sector</p> |
| <p>⑥ 
ATTY. RANULFO P. PAYOS
Employer Sector</p> | <p>⑬ DR. TERESITA U. QUIRINO*
Education and Training Sector</p> |
| <p>⑦ 
PRECIOSO D. CANTILLAS
Education and Training Sector</p> | <p>⑭ 
ALCESTIS M. GUIANG
Director General</p> |

Attested by:


PATRICIA A. STO. TOMAS
Secretary, Department of Labor and Employment
Chair, TESDA Board

* Faxed Signature April '03
SEE next page



TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

T E S D A

MEMORANDUM

**TO/FOR: THE HONORABLE CHAIRPERSON
TESDA BOARD**

**FROM: THE DIRECTOR GENERAL
THIS AUTHORITY**

DATE: March 24, 2003

**SUBJECT: PBAC RESOLUTION for JANITORIAL and SECURITY
SERVICES**

Respectfully forwarded to the Honorable, Chairperson, TESDA Board, the herein attached PBAC Resolution recommending to the undersigned to award the Contract to **ENVISAGE SECURITY AGENCY**, to render the security services requirements of TESDA Central Office and Marikina Campus, and the janitorial services contract to **SUPERCLEAN SERVICES CORPORATION**.

Undersigned finds the recommendation of the PBAC in order, adopts and approves the said PBAC Resolutions today and submit the same for your favorable consideration and approval.


ALCESTIS M. GULANG

MEMORANDUM

TO/FOR: THE HONORABLE CHAIRPERSON
TESDA BOARD

FROM: THE DIRECTOR GENERAL
THIS AUTHORITY

DATE: March 24, 2003

SUBJECT: PBAC RESOLUTION for JANITORIAL and SECURITY SERVICES

Respectfully forwarded to the Honorable, Chairperson, TESDA Board, the herein attached PBAC Resolution recommending to the undersigned to award the Contract to **ENVISAGE SECURITY AGENCY**, to render the security services requirements of TESDA Central Office and Marikina Campus, and the janitorial services contract to **SUPERCLEAN SERVICES CORPORATION**.

Undersigned finds the recommendation of the PBAC in order, adopts and approves the said PBAC Resolutions today and submit the same for your favorable consideration and approval.


ALCESTIS M. GUIANG



MEMORANDUM

To/For : **The Director General**
This Authority

From : **The Chairman**
Bids and Awards Committee

Date : 13 March 2003

Subject : **Submission of BAC Resolution/Result of Public Bidding for the Security and Janitorial Services Requirements of TESDA**

We are submitting herewith the result and the **Resolutions No. 02 and 03** adopted by the members of the Bids and Awards Committee (BAC) in relation to the public bidding we initiated/conducted for the janitorial and security services requirements of TESDA Central Office and Marikina Campus.

In particular, under **Resolution No. 02**, we recommended the award of contract to **Envisage Security Agency, Inc.** to render our security services requirement. **Resolution No. 03**, on the other hand, recommends the award of contract to **Superclean Services Corp.** to provide our janitorial services requirements.

Please be assured that the whole bidding process was carried out in accordance with the provisions of the Implementing Rules and Regulations of **Executive Order No. 40**, Series of 2001.

For your perusal and consideration, please.


CLIFFORD A. PARAGUA



TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

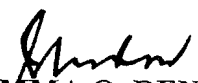
TESDA

CERTIFICATION

This is to certify under oath that the process in the conduct of the Public Bidding, its assessment and evaluation for the procurement of TESDA Security Services requirement is in consonance with the Implementing Rules and Regulations of Executive Order No. 40 s. of 2001.

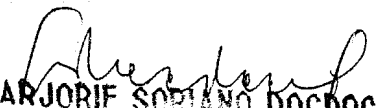
Signed this 13th day of March 2003.


CLIFFORD A. PARAGUA
Chairman, BAC


GEMMA Q. RENDON
Director
Office of the Chief of Services
for Administration (OCSA)

SUBSCRIBED AND SWORN to before me this _____ day of March 2003 in the City of Makati, Philippines. Affiants Clifford A. Paragua and Gemma Q. Rendon, exhibited to me their Community Tax Certificate No. 169 00030; and 1584 0295 issued at TAGUIG, METRO MANILA and QUEZON CITY on JANUARY 31, 2003; and JANUARY 7, '03 respectively.

Doc. No. 138
Page No. 15
Book No. V
Series of 2003

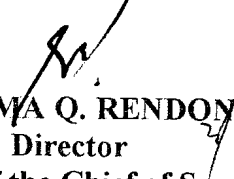

MARJORIE SORIANO DOCDOCII
NOTARY PUBLIC
UNTIL DEC. 31, 2003

CERTIFICATION

This is to certify under oath that the process in the conduct of the Public Bidding, its assessment and evaluation for the procurement of TESDA Security Services requirement is in consonance with the Implementing Rules and Regulations of Executive Order No. 40 s. of 2001.

Signed this 13th day of March 2003.


CLIFFORD A. PARAGUA
Chairman, BAC


GEMMA Q. RENDON
Director
Office of the Chief of Services
for Administration (OCSA)

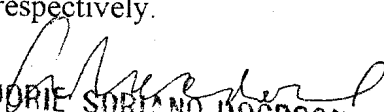
SUBSCRIBED AND SWORN to before me this _____ day of March 2003 in the City of Makati, Philippines. Affiants Clifford A. Paragua and Gemma Q. Rendon, exhibited to me their Community Tax Certificate No. 169 000 30; and 15840245 issued at TABUE, MEDINA; and QUEJON CTK on JANUARY 31, 2003; and JANUARY 7, 2003 respectively.

Doc. No. B8

Page No. 15

Book No. 7

Series of 2003


MARJORIE SORIANO DOCDOCII
NOTARY PUBLIC
UNTIL DEC. 31, 2003



BID BULLETIN No. 1

Public Bidding for Security and Janitorial Services PRE-BID CONFERENCE PROCEEDINGS

GIVEN FACTS:

1. The Pre-Bid Conference was organized and attended by all registered/interested bidders for both the janitorial and security services requirements of TESDA.
2. The Pre-Bid Conference aims to clarify and settle the questions and other concerns relative to the rules, procedures and other requirements indicated in the bid documents issued by TESDA.
3. Based on the Attendance Sheet, representatives from **twenty eight (28)** firms registered for the janitorial services and **twenty five (25)** representatives registered for security services.
4. The TESDA Bids and Awards Committee was led/attended by the following:

1.	E.D. Juan Sabulao	-	Chairman, BAC
2.	Atty. Marjorie Docdocil	-	Member, BAC
3.	Dir. Cecille Gutierrez	-	Member, BAC
4.	Ms. Lily Pearl Guerrero	-	Head, Accounting Div.
5.	Mr. Juanito Belda	-	Head, Secretariat
6.	Wilram dela Rama	-	Member, Secretariat
7.	Francis Fang	-	-do-
8.	Ms. Rosario Advincula	-	Chief, GSD (Representing End-User)
5. The Conference started at 2:30 p.m.. It was held at the Rizal Room, TESDA Learning Center, Taguig, Metro Manila.

ISSUES AND AGREEMENTS:

1. **Why the bidding covers the months of November-December 2002. only?**
 - The BAC elucidated the following points:
 - the extended contracts of the existing service providers (both security and janitorial) are set to expire on October 2002.
 - TESDA or BAC is not going to start the bidding process for the period January -December 2003 since the budget for the said period is not yet approved. The bidding for 2003 will only take place when there are approved budgets for these services.
 - The decision to initiate this bidding covering only two (2) months was made in accordance with the Terms of Reference (TOR) approved by the Director - General.
2. **On the issue regarding the required bid bond** - The BAC explained that it has always been the policy of TESDA to limit and accept bidders bonds in the form of cash, cashier's or manager's check.

The bid security should not be less than 2.5% of the total bid price. Said amount shall be returned within fifteen days upon receipt of the bidders request for refund after the successful bidder has signed the contract and posted the required performance bond.


3. **On the query regarding TESDA's accredited insurance company** - The BAC explained that though TESDA may accept performance bonds guaranteed by reputable insurance companies, it has indicated to the bidders that TESDA prefers GSIS to issue the required performance bond from the winning bidder.
4. **Regarding the Bid Form to be attached to the Bid Proposal**- The Chairman announced that the BAC will issue the prescribed bid form for standard presentation and easier evaluation of the proposals. Said form will be part of the Bid Bulletin to be issued by the BAC to the bidders.
5. All the **three (3)** copies of the bid proposals/envelopes shall be addressed to the Chairman of the Bids and Awards Committee.
6. **On the query on whether a new bidding will be initiated for the January-December 2003 service contract** - The Chairman of the BAC indicated to the body that the BAC is not in a position to provide a concrete answer on the matter since there is an appropriate body/authority who shall decide on the matter at the appropriate time.
7. **Will the 10% VAT be included in the total bid price?** - The bidder should clearly indicate whether the 10% VAT is computed inclusive or exclusive of the bid price submitted.

During actual payments, based on the Billing Statement issued by the contractor, TESDA shall deduct 6% withholding tax and 2% E-VAT. The remaining 4% of the 10% VAT shall be remitted by the contractor directly to the BIR.


8. **Are there particular brands preferred by TESDA for the supplies and materials?**
- The BAC responded in the negative as this is not allowed under existing government rules and regulations.
9. **On the observation that the indicated budget covers the labor components and benefits short of the administrative expenses, taxes and supplies**
- The BAC informed the bidders that the indicated amount is the actual amount being paid by TESDA to its current service providers. However, it was established that the indicated budget was based on the old salary rate. Thus, the BAC requested the end-user to review and modify the budget vis-à-vis the upgraded basic salary reflected in Wage Order No. 9 and other expense items under the contract so that the adjusted budget be included in the bid bulletin.
10. **On the required technical documents (List of Previous and Present Clients)**
- the bidders are expected to reflect all past and present contracts (private and government clients) similar to the type of services the firm is bidding for.
11. **Since the janitors are considered as daily wage-earners, do we include the premium during holidays?** - The BAC responded in the negative. The computation should be based on the number of regular working days which is 26 days per month or 314 days per year.

12. **For Bid Proposals for Security Services** - The BAC expects that the bidders shall not submit bids where the salary rates are lower than what is prescribed by PADPAO.
13. **On the concern of huge capital investments for a two-months contract**- It was stressed that the two-month contract is a "given" and acceptance of the invitation to bid is at the discretion of the bidders.
14. **On the evaluation criteria**- The BAC indicated to the bidders that the copy of the evaluation criteria furnished to them is not yet final. The BAC reserves the right to change the weights or put in additional factors in the evaluation.
15. **On Item No. 6 of the Legal Documents** - The BAC will require the submission of Certificate of Membership and clearance from SSS to determine compliance and prompt payment of premiums and contributions of its employees/members.
16. **Notarization of Bid Documents** - Instead of individual notarization of the required documents in the bid proposal, the bidders shall be allowed to have the bid documents notarized as a set document. However, each document should be certified as true and correct copy from the original and covered by a notarized certification.
17. **Approved Budget for the Contract (Modified)**
- Janitorial Services (2- month contract/61 janitors)
 - Php 1,248,426.00
 - Security Services (2 -months contract/65 guards)
 - Php 1,820,000.00

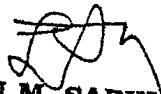
Prepared by:


WILRAM S. DELA RAMA
Secretariat, BAC

Noted by:


JUANITO L. BELDA
Head, BAC Secretariat

Approved by:


JUAN M. SABULAO, JR.
(Executive Director, NITVET)
Chairman, BAC



TESDA

TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

BIDS AND AWARDS COMMITTEE
TESDA CENTRAL OFFICE

BID BULLETIN No. 2

ITB No. 02-2002

Date: December 12, 2002

ANTECEDENT FACTS:

1. **A Pre-Bid Conference** was held on **December 10, 2002**, at the Aquino Room, TESDA Learning Center, TESDA Administration Bldg., Taguig, Metro Manila. The pre-bid meeting was called by the newly-constituted BAC for the purpose of explaining the requirements, terms and conditions and specifications stipulated in the bid documents earlier issued to the prospective bidders, including the modifications necessitated by the incorporation of the relevant provisions of Executive Order No. 40 and its Implementing Rules and Regulations (IRR).
2. **Fourteen (14) prospective bidders for janitorial services and Twenty-Two (22) for security services** met with the attending members of the BAC and the BAC Secretariat, namely:

Clifford A. Paragua	-	Chairman
Noel K. Villaflor	-	Vice-Chairman
Atty. Marjorie S. Docdocil	-	Member
Gemma Q. Rendon	-	Member
Raul K. Tanchico	-	Member
Imelda B. Taganas	-	Member
Juanito Belda	-	Head, Secretariat
Benjie Pangilinan	-	Secretariat
Wilram dela Rama	-	Secretariat
Francis Fang	-	Secretariat
Tito Bartolome	-	End-user Representative

ISSUES AND AGREEMENTS

3. **Reliance on Executive Order No. 40 and its IRR.** The bidding for janitorial and security services shall be conducted in accordance with the relevant and applicable provisions of EO 40 and its IRR as documented through the revised Instructions to Bidders and the Terms and Conditions of the Invitation to Bid, and forming part of the bidding documents.
4. **Two-Envelope System.** In accordance with the Instructions to Bidders as further elucidated in the Terms and Conditions of the Invitation to Bid, the BAC is adopting the single stage bidding variation where bidders are required to submit their technical and financial proposals in two (2) sealed envelopes. In this case, the technical proposal (Envelope No. 1) shall be opened first and then reviewed/screened using the non-discretionary PASS/FAIL criteria. A checklist for this purpose shall be utilized in the screening of documents submitted in the first envelope. Envelope number 2 containing the financial proposal shall be opened only for bidders adjudged to have passed the eligibility criteria required for Envelope No. 1. The price proposals of bidders who have been found to be non-complying with the legal and technical requirements in the first envelope shall be returned unopened.

CONFORME:

Name and Signature of Bidder

5. **DOLE and NLRC Clearances.** Written clearances secured from DOLE-NCR Regional Office and the National Labor Relations Commission (NLRC) issued for the month of November 2002, shall form part of the legal documentation requirements to be complied by the prospective bidder for both Janitorial and Security Services. To address the problem of securing the same in time for the **December 17, 2002** bid opening, bidders are allowed to submit whatever available clearances issued them for the current year Provided that, these are accompanied by an Affidavit of Undertaking committing the bidder to submit the clearances issued for November on or before **December 27, 2002**.

The undertaking should expressly stipulate that failure to submit the required clearance on the set date constitutes a waiver on the bidder's continued participation in the bidding. Only the authenticated copies of these clearances need to be included in the first envelope but the bidder shall bring along the originals for purposes of validation by the BAC.

6. **Authority of the Signatory to the Bid.** The bidder's express authority to sign the bid shall be included as part of the legal documents to be included in the first envelope. This is a modification from eligibility checklist provided during the meeting listing the same in the second envelope.
7. **Bid Security.** The bid security in the form, amount and validity period described in the Instruction to Bidders shall be included in the first envelope. This is likewise a modification from the eligibility checklist provided during the meeting, and made necessary by virtue of the BAC's expressed desire to abide by Sec. 13.2(A.1) of the EO 40 IRR. As provided in the Instruction to Bidders, the required **Bid Security shall be in the form of Cash or Cashier's/Manager Check only**, in the amount equivalent to 1% of the Total Bid Price and with a validity period of one hundred twenty (120) calendar days from the date of bid opening. A TESDA cashiering personnel shall be present during the bid opening to issue the corresponding official receipt for the amount deposited through the BAC as bid security.
8. **Management Plans for Janitorial and Security Service.** A '*management plan*' describing the bidder's approach and deployment arrangements for the services it intends to carry out for TESDA shall form part of the Technical Documents to be submitted in the first envelope. In the formulation of this plan, the bidder should include the premises of the TESDA Complex and the NCTESD Building at the MIST Compound, Marikina City.
- Engineer Tito Bartolome of the TESDA General Services Division has been designated as focal person to guide and brief the bidder's representative who wish to conduct a site visit of the service areas covered by the contract to be bid. Engineer Bartolome has made himself available for this purpose from 7:30 am to 4:30 pm starting December 11, 2002.
9. **Approved Agency Budget.** The agency budget approved by the TESDA Director General allocates the following:
- a. For Security Services: P 910,000/month or **PHP 10, 920,000.00** for 12 months
 - b. For Janitorial Services: P 624,213/month or **PHP 7,491,163.56** for 12 months

CONFORME:

Name and Signature of Bidder

For computation purposes, the above budget shall be reckoned in the context of the applicable labor laws and wage orders in the case of Janitorial Services and the PADPAO rates in the case of Security Services.

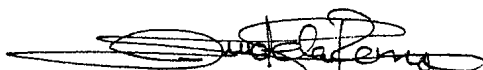
10. **Bid Form.** The financial proposal enclosed and sealed in the second envelope shall contain the details of the Bid Prices and/or Bill of Quantities indicated in the prescribed Bid Form. The Bid Form as well as the technical proposal shall be submitted in three (3) copies (1 original plus 2 photocopies) and dropped in the BAC Bid Box before the announced date and time of opening of bids.
11. **Bid Opening.** The deadline for submission of bids shall be as follows:

- a. Security Services - 10:00 am, December 17, 2002;
- b. Janitorial Services - 2:00 pm, December 17, 2002,


After which, the bids will be publicly opened in the presence of bidders' representatives who may wish to attend. Only bids found inside the locked Bid Box placed at Aquino Room, TESDA Learning Center on the date and the times set above shall be considered and opened by the BAC. Late bids, reckoned from the official clock assigned at the bid opening room, shall not be accepted.

12. This Bid Bulletin (No. 2) shall be released to the prospective bidders along with the *Instruction to Bidders* and the *Terms and Conditions of the Invitation to Bid*.

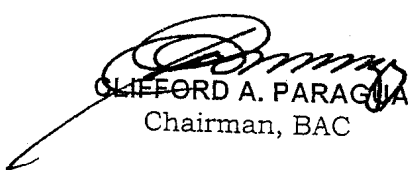
Prepared by:


WILRAM S. DELA RAMA
Secretariat, BAC

Attested by:


JUANITO L. BELDA
Head, Secretariat

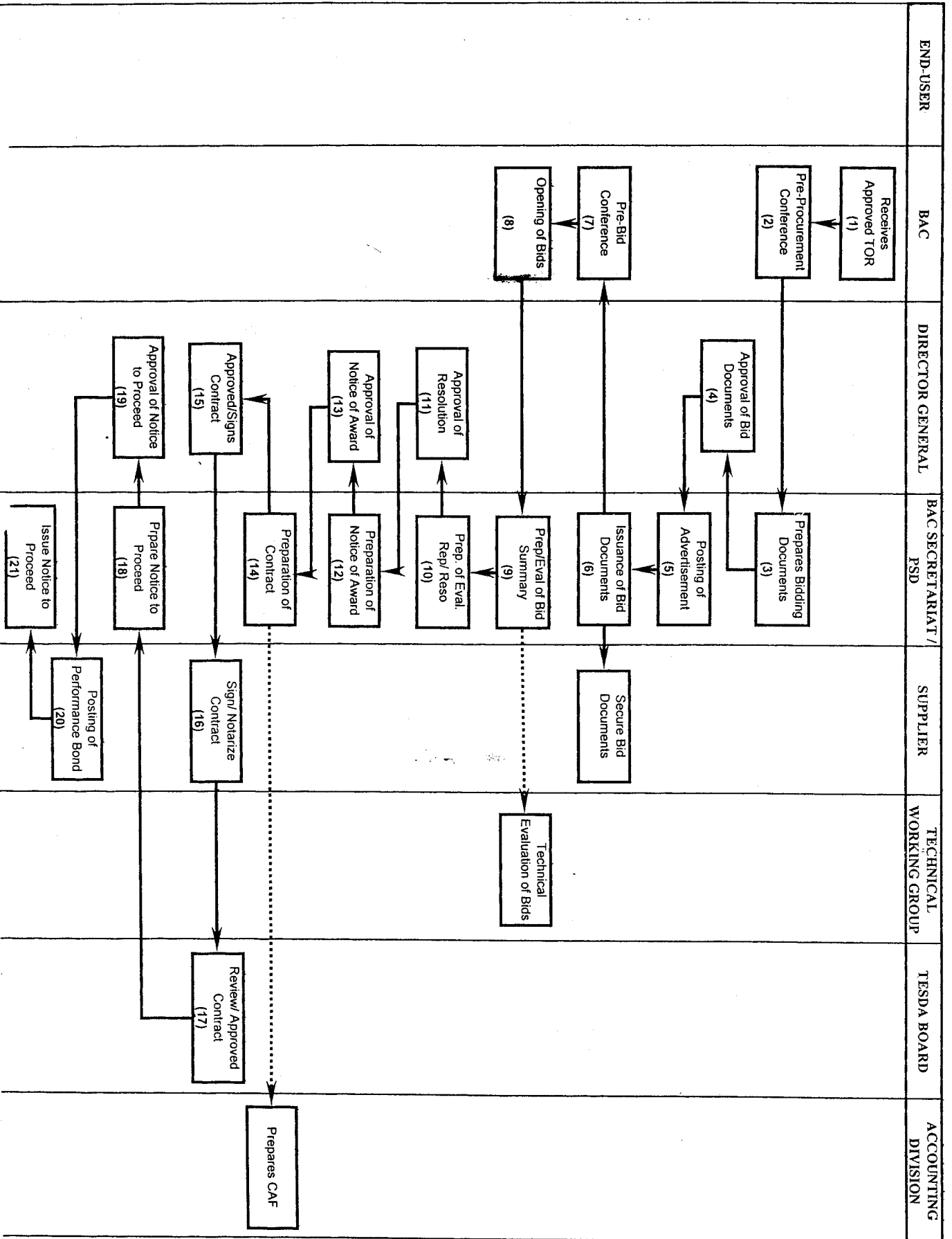
APPROVED BY:


CLIFFORD A. PARAGUA
Chairman, BAC

CONFORME:

Name and Signature of Bidder

PUBLIC BIDDING PROCESS FLOW CHART FOR SERVICES





TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

T E S D A

BIDS and AWARDS COMMITTEE

Resolution No. 02 Series 2003

RECOMMENDING THE AWARD OF SERVICE CONTRACT TO ENVISAGE SECURITY AGENCY, INC. TO RENDER THE SECURITY SERVICES REQUIREMENT OF TESDA CENTRAL OFFICE AND MARIKINA CAMPUS

WHEREAS, the Bids and Awards Committee (BAC) is the body tasked to determine the eligibility of prospective bidders, to receive and open bids, to conduct evaluation of bids, to undertake post qualification proceedings, and to recommend award of contracts for programs/projects initiated/required by the agency;

WHEREAS, TESDA caused the publication of an Invitation to Bid for the security services requirements of TESDA Central office in two major newspapers of national circulation on **October 19 and 26, 2002**;

WHEREAS, as a result of its publication, **twenty four (24)** security agencies manifested their interest and actually purchased bid documents from the Procurement and Supply Division (PSD) of TESDA;

WHEREAS, the newly constituted Bid and Awards Committee (BAC) held a simultaneous pre-bid conference last **December 10, 2002** at TESDA Learning Center to discuss and clarify the terms and conditions including modifications appended in the bid documents. The conference was attended by **fourteen (14)** janitorial and **twenty-two (22)** security agencies;

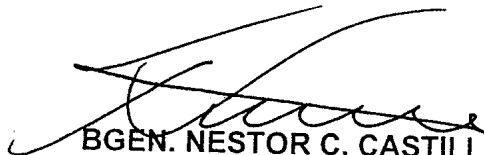
WHEREAS, the bid opening was held as scheduled last **December 17, 2002**. Adopting the pass/fail formula specified in the rules for bid opening and examination under the IRR of E.O. 40, only **six (6) out of eight (8)** bidders were found to have complied/passed the set requirements and were declared qualified for technical evaluation and comparison. They were also found to have submitted a bid price within the approved agency budget (AAB). In particular: 1) **Besang Pass Security Agency- P10,919,997.72**, 2) **Odin Security Agency- P10,919,997.72**, 3) **Chevron Security Agency, Inc.- P10,920,000.00**, 4) **Envisage Security Agency, Inc.- P10,920,000.00** 5) **168 Security and Allied Services, Inc.- P10,810,800.00**, and 6) **SolidPhil Security Services, Inc.- P10,920,000.00**;

WHEREAS, since the bid price submitted by the bidders were found to be similar and in accordance with the rate prescribed by law/PADPAO, the BAC focused its evaluation on the organizational strength, efficiency and financial stability of the bidders. To further establish the result of its findings, the BAC initiated an ocular inspection and spot check to validate their documents and declarations;

WHEREAS, after consolidating each point gained from the approved criteria, the evaluation results revealed that the bid submitted by **ENVISAGE SECURITY AGENCY, INC.** is the most responsive and was found to be the most organized and professional security agency among the bidders. (*Please see attached Summary of Technical Evaluation Results*);

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the Bids and Awards Committee recommends to the Director General the award of contract to **Envisage Security Agency, Inc.** to render the security services requirements of TESDA Central Office and its Marikina Campus for CY 2003.

Signed this _____ day of _____ 2003 at TESDA, Taguig, Metro Manila by the Bids Awards Committee.


BGEN. NESTOR C. CASTILLO, AFP (Ret)
Member


IMELDA B. TAGANAS
Member


RAUL K. TANCHICO
Member


ATTY. MARJORIE S. DOCDOCIL
Member


GEMMA Q. RENDON
Member

REASSIGNED AS
P. D. OF PAMPANGA
NOEL K. VILLAFLORES
Member


CLIFFORD A. PARAGUA
Chairman

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

ABSTRACT OF BIDS
SECURITY SERVICES

00000

Approved Agency Budget (AAB): P 10,920,000.00

Date: December 17, 2002

Time: 10:00 AM

I. ENVELOPE NO. 1 ELIGIBILITY CHECK

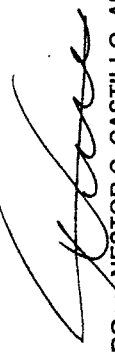
	NAME OF BIDDER							REMARKS
	BESANG PASS	MEGA-MATRIX	MORVILLA SCTY.	CHEVRON SCTY.	ODIN SECURITY	ENVISAGE SECURITY	SOLID PHIL SECURITY	
A. LEGAL DOCUMENTS								
1. SEC Registration and Article of Incorporation (for Corp.)	✓	✓	N/A	✓	✓	✓	✓	✓
2. DTT Registration (Sole Proprietorship)	✓	N/A	✓	✓	✓	✓	✓	✓
3. Business Permit	✓	✓	✓	✓	✓	✓	✓	✓
4. VAT Registration	✓	F	✓	✓	✓	✓	✓	✓
5. DOLE Clearance from Office of the Regional Director	✓	✓	✓	✓	✓	✓	✓	✓
6. NLRC Clearance (the month preceding the bid opening)	✓	✓	✓	✓	✓	✓	✓	✓
7. SSS Certificate of Membership	✓	✓	✓	✓	✓	✓	✓	✓
8. SSS Clearance (the quarter preceding the bid opening)	✓	✓	✓	✓	✓	✓	✓	✓
9. PhilHealth Certificate	✓	✓	✓	✓	✓	✓	✓	✓
10. PhilHealth Remittance (the month preceding the bid opening)	✓	✓	✓	✓	✓	✓	✓	✓
11. License to Operate from PNP (for Security Agency)	✓	✓	✓	✓	✓	✓	✓	✓
12. Bidders Sworn Statement not Blacklisted (Notarized)	✓	✓	✓	✓	✓	✓	✓	✓
13. BIR Proof of Remittance of Withholding Tax (the month preceding)	✓	✓	✓	✓	✓	✓	✓	✓
14. Authority of Signatory	✓	✓	✓	✓	✓	✓	✓	✓
B. TECHNICAL DOCUMENTS								
1. Accomplished Company Profile "Annex A"	✓	✓	✓	✓	✓	✓	✓	✓
2. Organizational Chart with names of Officers and Staff	✓	✓	✓	✓	✓	✓	✓	✓
3. Resume of Key Officers and Personnel	✓	✓	✓	✓	✓	✓	✓	✓
4. Statement/List of Clients for the last 3 years (Notarized)	✓	F	✓	✓	✓	✓	✓	✓
5. Letter Authorizing BAC to Verify Documents (Notarized)	✓	✓	✓	✓	✓	✓	✓	✓
6. Management Plan	✓	✓	✓	✓	✓	✓	✓	✓
FINANCIAL DOCUMENTS								
1. Income Tax Return for the last three (3) years	✓	✓	✓	✓	✓	✓	✓	✓
2. Audited Financial Statement for the last three (3) years	✓	✓	✓	✓	✓	✓	✓	✓
ELIGIBILITY RATING (P - Pass / F - Fail)	P	F	F	P	P	P	P	P


IMPORTANT: Failure to include/comply any document indicated in this checklist shall be marked "FAIL". Such mark could lead to outright disqualification of the bidder.

II. ENVELOPE NO. 2 (Financial Documents)

	NAME OF BIDDER										REMARKS	
	BESANG PASS	MEGA-MATRIX	MORVILLA SCTY.	CHEVRON SCTY.	ODIN SECURITY	ENVISAGE SECURITY	SOLID PHIL SECURITY	168 SECURITY				
1. BID SECURITY AS TO:												
- Form	MC			MC	MC	MC	MC	MC				
- Amount	109,500.00			109,200.00	109,300.00	109,200.00	109,200.00	109,200.00				109,200.00
- Validity Period												
2. TOTAL BID PRICE	PhP 10,919,997.72			10,920,000.00	10,919,997.72	10,920,000.00	10,920,000.00	10,920,000.00				10,810,800.00
QUALIFIED / DISQUALIFIED (P - Pass / F - Fail)	P	F	F	P	P	P	P	P				P

BIDS AND AWARDS COMMITTEE:


BGen. NESTOR C. CASTILLO, AFP (Ret.)
 Member


IMEILDA B. TAPANAS
 Member


RAUL K. TANCHICO
 Member


Atty. MARJORIE S. DOCDOCIL
 Member


GEMMA Q. RENDON
 Member


REASSIGNED AS
 AS P.D. OF DAVAO DEL NORD
NOEL K. VILLAFLO
 Vice Chairperson



CLIFFORD A. PARAGUA
 Chairperson

II. ENVELOPE NO. 2 (Financial Documents)

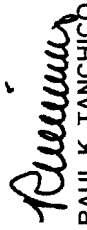
	NAME OF BIDDER										REMARKS	
	BESANG PASS	MEGA-MATRIX	MORVILLA SCTY.	CHEVRON SCTY.	ODIN SECURITY	ENVISAGE SECURITY	SOLID PHIL SECURITY	168 SECURITY				
1. BID SECURITY AS TO:												
- Form	MC			MC	MC	MC	MC	MC	MC		MC	
- Amount	109,500.00			109,200.00	109,300.00	109,200.00	109,200.00	109,200.00	109,200.00		109,200.00	
- Validity Period												
2. TOTAL BID PRICE	10,919,997.72			10,920,000.00	10,919,997.72	10,920,000.00	10,920,000.00	10,920,000.00	10,920,000.00		10,810,800.00	
QUALIFIED / DISQUALIFIED (P - Pass / F - Fail)	P	F	F	P	P	P	P	P	P		P	

IDS AND AWARDS COMMITTEE:


BGen. NESTOR C. CASTILLO, AFP (Ret.)
 Member


GEMMA Q. RENDON
 Member


IMELDA B. TAGAMAS
 Member


RAUL K. TANCHICO
 Member


Atty. MARJORIE S. DOCDOCIL
 Member


CLIFFORD A. PARAGUD
 Chairperson

BACKGROUND INVESTIGATION REPORT

Bidders for Security Services Requirements of TESDA Central Office

Subject: BESANG PASS SECURITY AGENCY, INC./ Quezon City
Date of Visit: Thursday, January 30, 2003 and February 10, 2003

Highlights of Findings:

- The agency was originally set-up in 1979 as a single proprietorship. It was only in 1996 when it was converted as a corporation.
- During the first visit, only four units of radio communication equipment were found in the "armory/cabinet". During our latest visit, 22 firearms and 28 communication equipment were presented.
- The agency failed to present contracts of their clients.
- The organic personnel present failed to present/show their payroll system.
- No data base/files of personnel and security guards are available.
- There are indications that the data filing system of the agency are not in order.

Subject: ODIN SECURITY AGENCY/Quezon City
Date of Visit: Thursday, January 30, 2003 and February 10, 2003

Highlights of Findings:

- During the first visit, only two personnel were present, the owner and a liaison officer. In the second visit, there were five. Incidentally, two of them were not listed in the names of the organic personnel listed in the bid documents submitted.
- The President is an old aged retired officer. Seemingly, he has no knowledge of the bidding they submitted to TESDA.
- The personnel present could not provide us concrete answers to our queries. They kept referring to the Operations Manager who seems to be the only one who knows everything about operations and business transactions of the security agency.
- Copies of data and some important documents are not available in the office.

Subject: CHEVRON SECURITY AGENCY, INC./ Quezon City
Date of Visit: Thursday, 30 January 2003

Highlights of Findings:

- Ms. Agnes del Rio, the company President was present during the visit. Several key officers and organic personnel were also present.
- The office rents four (4) rooms in a two-storey building. Aside from being a security agency, it also offers training and neuro test for new security guards.

- All documents asked to be presented were found to be in order.
- New acquired firearms were presented, however, licenses are yet to be process.
- Payroll and data management are computer-aided. Uses Microsoft's Excel.
- The Management Plan presented all possible security risks and how corresponding security plans/measures should be undertaken.
- It was learned that the agency have not yet paid/released salaries of the TESDA security guards for the month of January 2003.

Subject: ENVISAGE SECURITY AGENCY, INC./Quezon City
Date of Visit: Friday, 31 January 2003

Highlights of Findings:

- Though relatively a new security agency, it maintains a modest office and organized operation.
- The agency has engaged the automated FASTeller system of PCI bank. Under the system, the bank requires that the agency should maintain a minimum of P4,000.00 per guard in its deposit anytime.
- The agency also maintains an impressive number of firearms and ammunitions in its "armory".
- Mr. Chan, the company President and its key personnel were present to explain the documents and information sought during the discussion.
- The agency was able to present a comprehensive security plan and a contingency plan for natural and man-made threats to TESDA. The plan can be considered very detailed, well-researched and designed systematically.
- All documents required were found to be in order.

Subject: 168 SECURITY & ALLIED SERVICES, INC./Quezon City
Date of Visit: Friday, 31 January 2003

Highlights of Findings:

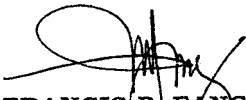
- Out of the 116 active clients declared, only four (4) clients has ten (10) or more guards.
- Majority of the clients are of Chinese descent and since they employ an average of three (3) guards, no formal contracts are made and signed.
- The business address actually served as the office/headquarters of three (3) affiliated security agencies, namely: 1) 168, 2) K9 Security and Manpower Corp. and, 3) Forefront Security Agency. Their organizational structure is actually presented in that manner.
- The agency operates and maintains an electronic data base.
- Based on the list of clients presented, majority of the salary scale of guards does not follow the prescribed rate set by PADPAO.
- The management Plan presented is more of a reiteration of their existing policies, rules and procedures.
- While company rules and regulations clearly presented offenses and penalties, no rewards mechanism were indicated.
- All documents required were found to be in order.

Subject: SOLIDPHIL SECURITY SERVICES, INC. / Manila
Date of Visit: Friday, 31 January 2003


Highlights of Findings:

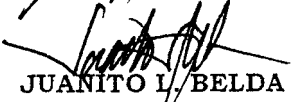
- Though it is not yet 100% complete, the payroll and data management system of the agency was designed and developed to be fully automated.
- The agency also operates as a training center for security guards.
- The agency has an impressive and organized working area/environment. Each department has its own respective room/area.
- SolidPhil submitted a brief security survey of TESDA compound. They identified various security situations and indicated corresponding recommendations.
- The agency provides security services in several parts of the country.
- All documents required were found to be in order.

Investigated/Prepared by:


FRANCIS P. FANG
Member, BAC Secretariat



WILRAM S. DELA RAMA
Member, BAC Secretariat



BENJIE P. PANGILINAN
Member, BAC Secretariat



JUANITO L. BELDA
Head, BAC Secretariat

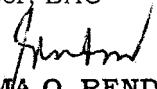
Noted by:


IMELDA B. TAGANAS
Member, BAC

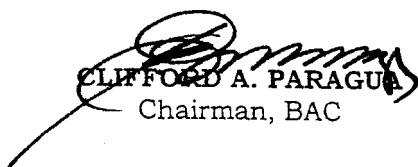

RAUL K. TANCHICO
Member, BAC


ATTY. MARJORIE S. DOEDOCIL
Member, BAC


BGEN. NESTOR C. CASTILLO (Ret)
Member, BAC


GEMMA Q. RENDON
Member, BAC

REASSIGNED AS
P. D. DE PAMPANGA
NOEL K. VILLAFLO
Member, BAC


CLIFFORD A. PARAGUA
Chairman, BAC

Technical Education and Skills Development Authority

TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

SUMMARY OF TECHNICAL EVALUATION RESULTS SECURITY SERVICES

Summary of Technical Evaluation Result

CRITERIA	WEIGHT %	SCORES / BIDDERS						REMARKS
		BESSANG PASS	CHEVRON	ODIN	ENVISAGE	SOLID PHIL	168 SECURITY	
1. ORGANIZATIONAL STRENGTH	(30)	(17)	(17)	(23)	(25)	(25)	(23)	
a. Organizational Structure	10	8	8	10	10	8	8	
b. Number of Organic Personnel	10	1	3	5	5	7	7	
c. Payroll/Data Management System	5	3	3	3	5	5	5	
Company Policy on Rewards and Sanctions	5	5	3	5	5	5	3	
2. FINANCIAL STRENGTH (FY 1999 - 2001)	(30)	(6)	(2)	(5)	(13)	(7)	(2)	
a. Leverage (Bankability)	10	2	0	2	5	4	1	
b. Acid - Test (Quick) Ratio (Management Efficiency)	10	3	0	2	3	2	0	
c. Profitability (Liquidity)	10	1	2	1	5	1	1	
3. EXPERIENCE	(15)	(7)	(2)	(9)	(5)	(9)	(3)	
a. Total number of years in business	5	2	1	5	1	5	2	
b. Total number of active contracts	5	5	1	4	3	4	1	
c. Total number of commendations received from clients	5	0	0	0	1	0	0	
EQUIPMENT FOR MAINTENANCE	(20)	(20)	(16)	(20)	(20)	(20)	(20)	
a. Number of service firearms	7	7	7	7	7	7	7	
b. Number of communication equipment	7	7	7	7	7	7	7	
c. Number of company service vehicles	6	6	2	6	6	6	6	
ADD-ON Equipment/Paraphernalia	(5)	(3)	(2)	(2)	(4)	(0)	(0)	
a. Number of Relevant Add-On Equipment/Paraphernalia	5	3	2	2	4	0	0	
TOTAL	100	53	39	59	67	61	48	

IDS AND AWARDS COMMITTEE:

BGen. MESTOR C. CASTILLO, AFP (Ret.)
Member

IMELDA B. TAGANAS
Member

RAUL K. TANCHICO
Member

MARGARIE S. DOCDOCIL
Member

GEMMA S. RENDON
Member

NOEL K. VILLAFLO
Vice Chairperson

CLIFFORD A. PARAGUAS
Chairperson

Approved by:

ALICESTIS M. GUSANG
Director General

NUMBER OF ORGANIC PERSONNEL

NAME OF BIDDERS	R E Q U I R E D D E P A R T M E N T														TOTAL Of Organic Personnel	TOTAL POINTS EARNED
	Mgt./Exec. Officials		HRD/Personnel		Finance		Operations		Marketing		MGR		STAFF			
	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF		
BESSANG PASS SECURITY	4	1	1	-	-	-	-	1	-	-	-	-	-	-	7	1
CHEVRON SECURITY	1	5	1	1	1	1	1	1	1	-	-	-	-	-	13**	3
ODIN SECURITY	1	1	1	2	1	8	1	1	1	1	1	2	1	2	19	5
ENVISAGE SECURITY	2	4	1	1	1	2	1	1	3	-	-	1	1	1	16	5
SOLIDPHIL SECURITY	3		1	4	1	3	1	1	7	-	-	1	1	1	22*	7
168 SECURITY	1		1	1	1	9	1	1	8						22	7

RATING REFERENCES: (1 - 9 = 1); (10 - 14 = 3); (15 - 19 = 5); (20 - 24 = 7); (≥ 25 = 10)

LEGEND:
 * Two personnel assigned at Training Department
 ** One personnel assigned as Logistic Officer

PAYROLL / DATA MANAGEMENT SYSTEM

BIDDER	SYSTEM			POINTS EARNED
	Manual	Computer Aided	Automated	
BESSANG PASS SECURITY	x	/	x	3
CHEVRON SECURITY	x	/	x	3
ODIN SECURITY	x	/	x	3
ENVISAGE SECURITY	x	x	/	5
SOLIDPHIL SECURITY	x	x	/	5
168 SECURITY	x	x	/	5

Rating Reference: Manual = 1 point; Comp.- Aided = 3 points; Automated = 5 points

COMPANY POLICY ON REWARD AND SANCTIONS

BIDDER	WRITTEN POLICIES			POINTS EARNED
	Rules	Sanctions	Rewards	
BESSANG PASS SECURITY	/	/	/	5
CHEVRON SECURITY	/	/	-	3
ODIN SECURITY	/	/	/	5
ENVISAGE SECURITY	/	/	/	5
SOLIDPHIL SECURITY	/	/	/	5
168 SECURITY	/	/	-	3

Rating Reference: with rules = 1 point; with sanctions = 3 points; with rewards = 5 points

FINANCIAL STRENGTH

NAME OF BIDDERS	Total Stockholder's Equity (1)	Total Liabilities (2)	Total Current Assets (3)	Inventory (4)	Total Current Liabilities (5)	Net Income Before Tax (6)	Income From Services (7)	LEVERAGE		ACID-TEST RATIO		PROFITABILITY RATIO	
	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	Points	1999-2001	Points	1999-2001	Points
BESSANG PASS SECURITY	63,208,346.98	23,084,071.16	71,400,993.78	1,412,844.48	22,058,340.51	6,184,334.28	193,622,148.20	2.74:1	2	3.17:1	3	3.19%	1
CHEVRON SECURITY	1,561,463.70	4,924,837.09	2,897,825.70	672,649.00	4,924,837.07	1,483,837.93	16,167,513.00	0.32:1	0	0.45:1	0	9.18%	2
ODIN SECURITY	48,763,141.08	17,666,138.15	53,343,603.99	1,290,539.04	17,495,625.36	4,673,884.30	141,381,783.46	2.76:1	2	2.98:1	2	3.31%	1
ENVISAGE SECURITY	27,248,335.21	4,689,234.67	14,903,087.14	84,331.64	4,689,234.67	10,677,645.66	63,747,000.00	5.81:1	5	3.16:1	3	16.75%	5
SOLIDPHIL SECURITY	7,522,428.39	1,670,593.12	3,593,646.92	40,830.00	1,670,593.12	963,677.79	16,872,556.44	4.50:1	4	2.13:1	2	5.71%	1
168 SECURITY	3,900,397.80	2,129,012.82	1,470,880.51	219,069.71	2,129,012.82	589,263.30	24,247,943.15	1.83:1	1	0.59:1	0	2.43%	1

FORMULA:

* LEVERAGE = $\frac{1}{2}$

* ACID TEST RATIO = $\frac{3-4}{5}$

* PROFITABILITY RATIO = $\frac{6}{7} \times 100\%$

LEVERAGE and ACID - TEST RATIO:

Value	Points
<1.0	0
1.0 - 1.99	1
2.0 - 2.99	2
3.0 - 3.99	3
4.0 - 4.99	4
5.0 - 5.99	5
6.0 - 6.99	6
7.0 - 7.99	7
8.0 - 8.99	8
9.0 - 9.99	9
≥10.0	10

PROFITABILITY RATIO:

Value	Points
<1.0	0
1.0 - 5.99	1
6.0 - 10.99	2
11.0 - 12.99	3
13.0 - 15.99	4
16.0 - 20.99	5
21.0 - 22.99	6
23.0 - 24.99	7
25.0 - 26.99	8
27.0 - 30.99	9
≥ 31	10

EXPERIENCE

NAME OF BIDDERS	Years in Business	Points Earned	Active Contracts			Points Earned	No. of Commendations Received	Points Earned	TOTAL POINTS EARNED
			Actual No.	Total Value	Ave. Value per Active Contract				
BESSANG PASS SECURITY	6	2	3	78,454,516.44	26,151,505.48	5	-	7	
CHEVRON SECURITY	3	1	30	24,683,471.76	822,782.39	1	-	2	
LDIN SECURITY	24	5	6	29,254,379.59	4,875,729.93	4	-	9	
ENVISAGE SECURITY	4	1	10	38,252,000.68	3,825,200.07	3	1	5	
SOLIDPHIL SECURITY	23	5	6	25,181,323.68	4,196,887.28	4	-	9	
168 SECURITY	6	2	116	52,540,826.00	452,938.16	1	-	3	

RATING REFERENCES:

* Year in Business: (1- 5 = 1); (6 - 10 = 2); (11 - 15 = 3); (16 - 20 = 4); (≥21 = 5)
 * Active Contracts: (<2.0M = 1); (2.0M - 2.99M = 2); (3.0M - 3.99M = 3); (4.0M - 4.99M = 4); (≥5.0M = 5)
 * No. of Commendations: (1 = 1); (2 = 2); (3 = 3); (4=4); (above 5 = 5)

INVENTORY of EQUIPMENT

NAME OF BIDDERS	TYPE OF EQUIPMENT										TOTAL POINTS EARNED
	Communication		Firearms		Vehicles						
	Number	Points	Number	Points	Number	Points					
BESSANG PASS SECURITY	39	3	364	7	7	4					14
CHEVRON SECURITY	60	5	222	7	13	6					18
ODIN SECURITY	85	7	423	7	6	4					18
ENVISAGE SECURITY	111	7	90	7	10	6					20
SOLIDPHIL SECURITY	25	3	389	7	10	6					16
168 SECURITY	37	3	119	7	18	6					16

RATING REFERENCES:

- * Communication: (1 - 24 = 1); (25 - 49 = 3); (50 - 74 = 5); (≥ 75 = 7)
- * Firearms: (1 - 24 = 1); (25 - 49 = 3); (50 - 74 = 5); (≥ 75 = 7)
- * Vehicles: (1 - 3 = 2); (4 - 9 = 4); (≥ 10 = 6)

EQUIPMENT and PARAPHERNALIA OFFERED BY THE BIDDERS

TESDA REQUIREMENTS	BESSANG PASS	CHEVRON	ODIN	ENVISAGE	SOLIDPHIL	168 SECURITY
- 22 units - (Necessary Firearms) - 6 units VHF Radio - 6 pcs Metal Detectors - 3 units Bicycle - 1 unit Bullet Proof Car ADDITIONAL OFFER: - 1 unit - 4 wheel motor vehicle - 1 unit - Cellular Phone - 25 pcs - Teargas - 1 unit - Computer - 2 pcs - Under chassis mirror - 25 pcs - Truncheons	- 20 pcs - Caliber 38 Revolver - 2 pcs - 12 ga. Shotgun - 17 units - Handheld Radio - 6 pcs - Metal Detectors - 3 units - Bicycle - Bullet Proof Car - 1 unit - 4 wheel motor vehicle - 1 unit - Cellular Phone - 25 pcs - Teargas - 1 unit - Computer - 2 pcs - Under chassis mirror - 25 pcs - Truncheons	- 21 pcs - Caliber 38 Revolver - 1 pc - brand new 9MM pistol - 6 units - VHF Handheld Radio - 6 pcs - Metal Detector - 1 unit - Bicycle - Armored Van service - 1 unit - brand new Motorcycle - 10 units - Emergency Light - 24 hours K-9 services - 1 unit - Base Radio	- 23 pcs - Caliber .38 Revolver - 21 units - Handheld Radio - 8 pcs - Metal Detector - 3 units - Bicycle - Bulletproof 4 wheel vehicle - 1 unit - Motorcycle - 2 pcs - Underchassis Mirror - 13 units - Emergency Lights - Megaphone	- 26 pcs - Firearms (combination of Caliber 38 & 12 ga. Shotgun) - 14 units - Handheld Radio - 6 pcs - Metal Detectors - 3 units - Bicycle - 1 unit - Armored vehicle - 2 units - Radio Base - 8 pcs - Emergency lights - 1 unit - Motorcycle with side car - 6 sets - Medical Kits (additional kits carried by each guard) - 1 unit - Camera - 1 unit - Tape Recorder - 1 pc - Handcuff - 6 sets - Riot Gears (Crash Helmet, - 1 pc - Watchman Clock	Conformed to TESDA requirements but firearms and other equipment were not specified in the bid proposal. A new/modified Security Plan was submitted last February 17, 2003	Conformed to TESDA requirements but firearms and other equipment were not specified in the bid proposal.
POINTS EARNED:						
a. Service Firearms	7	7	7	7	7	7
b. Communication Equipment	7	7	7	7	7	7
c. Service Vehicles	6	6	2	6	6	6
ADD-ON Equipment/Paraphernalia	3	2	2	4	0	0
RATING REFERENCES:						
* Equipment/Paraphernalia: (complying = 7); (less than required = 2)						
* Additional Equipment/Paraphernalia: (2 = 1); (4 = 2); (6 = 3); (8 = 4); (10 and above = 5)						



T E S D A

TECHNICAL
EDUCATION
AND SKILLS
DEVELOPMENT
AUTHORITY

BIDS and AWARDS COMMITTEE

Resolution **No. 03** Series 2003

RECOMMENDING THE AWARD OF SERVICE CONTRACT TO SUPERCLEAN SERVICES CORP. TO RENDER THE JANITORIAL SERVICES REQUIREMENT OF TESDA CENTRAL OFFICE AND MARIKINA CAMPUS

WHEREAS, the Bids and Awards Committee (BAC) is the body tasked to determine the eligibility of prospective bidders, to receive and open bids, to conduct evaluation of bids, to undertake post qualification proceedings, and to recommend the award of contracts for programs/projects initiated/required by the agency;

WHEREAS, TESDA caused the publication of an Invitation to Bid for the janitorial services requirements of TESDA Central Office and its Marikina campus in two major newspapers of national circulation on **October 19 and 26, 2002**;

WHEREAS, as a result of its publication, **nineteen (19)** janitorial agencies have manifested their interest and actually bought bid documents from the Procurement and Supply Division (PSD) of TESDA;

WHEREAS, the newly constituted Bid and Awards Committee (BAC) held a simultaneous pre-bid conference last **December 10, 2002** to discuss and clarify the terms and conditions including modifications made in the bid documents. The conference was attended by **fourteen (14)** janitorial and **twenty two (22)** security agencies;

WHEREAS, the bid opening was held as scheduled last **December 17, 2002**. Adopting the pass/fail formula specified in the rules for bid opening and examination under the IRR of **E.O. 40**, **only three (3)** bidders were found to have complied/passed the set requirements and were declared qualified for technical evaluation and comparison. They were also found to have submitted a bid price within the approved agency budget (AAB). In particular: **1) Power Master Inc. – P7,393,354.44** **2) Superclean Services Corp. – P7,491,163.53**, **3) Goodline Staffers and Allied Services, Inc. – P7,091,847.24**;

WHEREAS, given the approved evaluation criteria, the BAC conducted an incisive and lengthy technical evaluation process. After consolidating the initial result of its findings, the BAC conducted an ocular inspection and spot check on the bidders business addresses to validate their documents and various declarations;

WHEREAS, the final review and evaluation results revealed that **POWER MASTERS, INC.** garnered **77 points** out of a possible score of **100**, the highest among the three qualified bidders. In addition, Further, it was found to be systems-oriented, a professional and a stable business organization. (*Please see attached Summary of Technical Evaluation Results*);


WHEREAS, Power Masters, Inc. was found to have submitted a spurious clearance from the National Labor Relations Commission (NLRC). The clearance it submitted indicated "no pending case/s" in the Commission. However, the documents subsequently provided by NLRC-NCR revealed that the company has three (3) pending cases and with another three (3) cases under appeal. In view of this finding, the BAC decided to disqualify Power Masters, Inc. without prejudice to further administrative action against the corporation;

WHEREAS, following the disqualification of POWER MASTER, INC. the BAC considered the award of contract to **Superclean Services Corp.** being the second highest rated and qualified bidder;

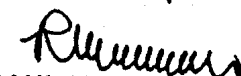
WHEREAS, the BAC did not consider the lowest bid offered by **GOODLINE** because it was found that that it only allocated **P150.00** worth of supplies and materials per janitor/month, an amount that is unreasonably low compared to the amount submitted by **SUPERCLEAN** which is **P550.00 /month/janitor**. The estimated cost set by TESDA is **P772.87** per janitor/month;

NOW, THEREFORE, BE IT RESOLVED, AS IT HERETO HEREBY RESOLVED, that the Bids and Awards Committee recommends to the Director General the award of contract to **SUPERCLEAN SERVICES CORP.** to render the janitorial services requirements of TESDA Central Office and its Marikina Campus for CY 2003.

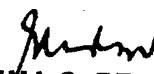
Signed this _____ day of _____ 2003 at TESDA, Taguig, Metro Manila by the TESDA Bids Awards Committee – Central Office.


BGEN. NESTOR C. CASTILLO, AFP (Ret)
Member


IMELDA B. TAGANAS
Member


RAUL K. TANCHICO
Member


ATTY. MARJORIE S. DOCDOCIL
Member


GEMMA Q. RENDON
Member

REASSIGNED AS
P.D. OF PAMPANGA
NOEL K. VILLAFLORES
Member


CLIFFORD A. PARAGUA
Chairman

A
 Attached to
 bids

ABSTRACT OF BIDS
 JANITORIAL SERVICES
 00000

Approved Agency Budget (AAB): **P 7,491,163.56**
 Date: **December 17, 2002**
 Time: **2:00 PM**

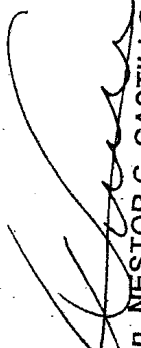
I. ENVELOPE NO. 1 ELIGIBILITY CHECK

	NAME OF BIDDER			REMARKS
	POWER MASTER, INC.	SUPERCLEAN SERVICE CORP.	GOODLINE STAFFERS and ALLIED SERVICE, INC	
A. LEGAL DOCUMENTS				
1. SEC Registration and Article of Incorporation (for Corp.)	✓	✓	✓	
2. DTI Registration (Sole Proprietorship)	N/A	✓	✓	
3. Business Permit	✓	✓	✓	
4. VAT Registration	✓	✓	✓	
5. DOLE Clearance from Office of the Regional Director	✓	✓	✓	
6. NLRC Clearance (the month preceding the bid opening)	✓	✓	✓	
7. SSS Certificate of Membership	✓	✓	✓	
8. SSS Clearance (the quarter preceding the bid opening)	✓	✓	✓	
9. PhilHealth Certificate	✓	✓	✓	
10. PhilHealth Remittance (the month preceding the bid opening)	✓	✓	✓	
11. Bidders Sworn Statement (the month preceding the bid opening)	✓	✓	✓	
12. BIR Proof of Remittance not Blacklisted (Notarized)	✓	✓	✓	
13. Authority of Signatory	✓	✓	✓	
B. TECHNICAL DOCUMENTS				
1. Accomplished Company Profile "Annex A"	✓	✓	✓	
2. Organizational Chart with names of Officers and Staff	✓	✓	✓	
3. Resume of Key Officers and Personnel	✓	✓	✓	
4. Statement/List of Clients for the last 3 years (Notarized)	✓	✓	✓	
5. Letter Authorizing BAC to Verify Documents (Notarized)	✓	✓	✓	
6. Management Plan	✓	✓	✓	
C. FINANCIAL DOCUMENTS				
1. Income Tax Return for the last three (3) years	✓	✓	✓	
2. Audited Financial Statement for the last three (3) years	✓	✓	✓	
ELIGIBILITY RATING (P - Pass / F - Fail)	P	P	P	

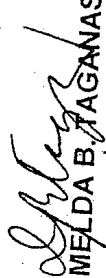
IMPORTANT: Failure to include/comply any document indicated in this checklist shall be marked "FAIL". Such mark could lead to outright disqualification of the bidder.

	NAME OF BIDDER			REMARKS
	POWER MASTER, INC.	SUPERCLEAN SERVICE CORP.	GOODLINE STAFFERS and ALLIED SERVICE, INC	
1. BID SECURITY AS TO:				
- Form				
- Amount				
- Validity Period	PhP			
2. TOTAL BID PRICE		74,911.64	75,000.00	
QUALIFIED / DISQUALIFIED (P - Pass / F - Fail)	PhP	7,491,163.53	7,091,847.24	
	P	P	P	


BIDS AND AWARDS COMMITTEE:


Gen. NESTOR C. CASTILLO, AFP (Ret.)
 Member



GEMMA Q. RENDON
 Member


IMELDA B. TAGANAS
 Member

REASSIGNED AS
 P.D. OF BAMPANGA
NOEL K. VILLAFLOR
 Vice Chairperson



RAUL K. TANCHICO
 Member


CLIFFORD A. PARAGA
 Chairperson


Atty. MARJORIE S. DOCDOCIL
 Member

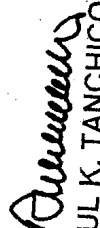
	NAME OF BIDDER			REMARKS
	POWER MASTER, INC.	SUPERCLEAN SERVICE CORP.	GOODLINE STAFFERS and ALLIED SERVICE, INC	
1. BID SECURITY AS TO:				
- Form				
- Amount				
- Validity Period	PhP 91,500.00	Cashier's Check 74,911.64	Manager's Check 75,000.00	
2. TOTAL BID PRICE	PhP 7,393,354.44	7,491,163.53	7,091,847.24	
QUALIFIED / DISQUALIFIED (P - Pass / F - Fail)	P	P	P	


BIDS AND AWARDS COMMITTEE:


BGen. NESTOR C. CASTILLO, AFP (Ret.)
 Member


GEMMA Q. RENDON
 Member


IMEYDA B. TAGANAS
 Member


RAUL K. TANCHICO
 Member


Atty. MARJORIE S. DOCCDOCIL
 Member


CLIFFORD A. PARAGONA
 Chairperson

BIDDER'S FACT SHEET (Janitorial Services)

1. COMPANY PROFILE

		1		2		3	
a) Name of Firm	POWER MASTER INC.	SUPERCLEAN SERVICES CORP.		GOODLINE STAFFERS & ALLIED SERVICES, INC.			
b) Business Address	1506 One Manificent Mile Condominium, San Miguel Ave., Ortigas Center, Pasig City Corporation	10/F Manufacturers Building, Plaza Sta. Cruz Manila Corporation		123 A. Lake St., Brgy. Salapan San Juan, Metro Manila Corporation			
c) Type of Firm	Engr. HOMER R. ALUMISIN	Ms. MERCEDES A. PADILLA		Mr. WILLIAM C. GO			
d) Name of Owner	AS093-009103	0000059710		A199711348			
e) SEC/DTI Number	November 19, 1993	January 21, 1975		June 18, 1997			
f) SEC/DTI Date of Registration	Nine (9) years	Twenty-eight (28) years		Five (5) years			
g) No. of Years in Business	Thirty-two (32)	Eighteen (18)		Twenty-one (21)			
h) No. of Organic Personnel	SER-002105 / January 11, 2002	029682 / January 2, 2002		VE-2002-3415 / January 19, 2002			
i) Business Permit Number	3RC0000109242	048506		97-042-003495			
j) VAT Registration Number							
		1999		2000		2001	
a) Total Current Assets	7,007,438.94	7,764,585.50	4,212,633.33	11,492,112.36	13,228,655.60	10,221,859.83	
b) Total Current Liabilities	63,764.15	1,082,740.42	278,327.25	7,880,701.64	9,639,878.89	9,832,027.68	
				1999		2000	
				1,140,493.13		1,476,865.69	
				1,608,213.71		1,830,044.85	
						1,865,099.25	

2. FINANCIAL STATUS

"B"
Background
Investigation
Report

BACKGROUND INVESTIGATION REPORT
Bidders for Janitorial Services
Requirements of TESDA Central Office

Subject: POWER MASTER, INC./ Quezon City
Date of Visit: Monday, February 3, 2003

Highlights of Findings:

- The owner indicated to us that their agency originally registered and operated their manpower supply business in 1985. In 1993, they expanded/ventured in property development business.
- Power Master has been serving the janitorial services of various branches of PLDT since 1985. It is an open ended contract. However, it is interesting to note that the charges of the agency is computed by per square meters not on a per head basis. This should explain why there is no indicated or agreed number of janitors in the contract.
- The PLDT contract comprises 99% of the value of all their present contracts.
- The payroll and data management system is fully automated.
- The agency failed to present a comprehensive management plan. They only submitted a deployment plan with general statement of its objectives and evaluation indicators.
- All documents required were found to be in order.

Subject: SUPERCLEAN SERVICES CORP. / Manila
Date of Visit: Wednesday, 05 February 2003

Highlights of Findings:

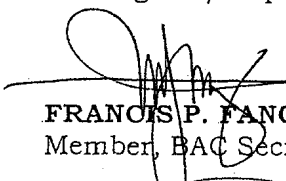
- The resources and business operation of the agency is centralized together with the security agency owned by the company.
- The agency remained as the janitorial services provider for the different branches of Mercury Drug Corporation since 1978.
- All except TESDA, the client of Superclean are from the private sector. TESDA is their only remaining client in the government sector.
- The building where they hold office is owned by the company.
- The agency consistently paid their janitors on time despite the several months of delay of payment due them from TESDA.
- The long years of employment of its key officers indicates that the agency cares and protects its employees to remain loyal in the company.
- The agency maintains a good stock of janitorial supplies and equipment and a full time technician for repair and maintenance.
- All documents required were found to be in order.

Subject: GOODLINE STAFFERS / San Juan
Date Visited: Wednesday, 05 February 2003

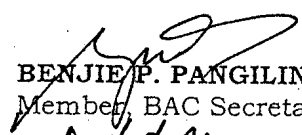
Highlights of Findings:

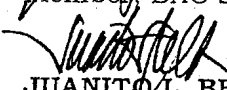
- Goodline is an associate agency of Powerhouse Inc., a leading recruitment agency for factory workers bound for Taiwan and Korea.
- Aside from janitorial services, the agency also supplies manpower for private industries such as PLDT, PNB and Asia Brewery, Inc. such as office clerks, drivers and merchandisers
- Payroll and data management is maintained/run on Excel, Windows.
- The janitorial services of POEA, IBC-13 and DSWD are contracted to this agency.
- All organic personnel of the agency were properly accounted.
- All documents required were found to be in order.

Investigated/Prepared by:



FRANCIS P. FANG
Member, BAC Secretariat

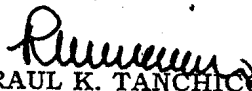

WILRAM S. DELA RAMA
Member, BAC Secretariat


BENJIE P. PANGILINAN
Member, BAC Secretariat


JUANITO L. BELDA . . .
Head, BAC Secretariat

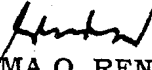
Noted by:


IMELDA B. TAGANAS
Member, BAC

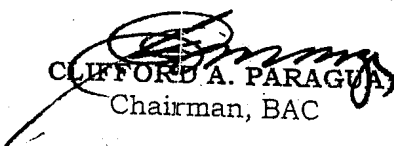

RAUL K. TANCHICO
Member, BAC


ATTY. MARJORIE S. DOCDOCIL
Member, BAC


BGEN. NESTOR C. CASTILLO (Ret)
Member, BAC


GEMMA Q. RENDON
Member, BAC

NOEL K. VILLAFLOR
Member, BAC


CLIFFORD A. PARAGUA
Chairman, BAC

Technical Evaluation and Skills Development Authority

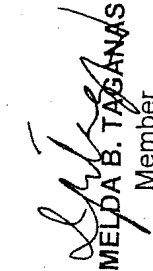
TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

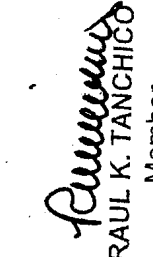
SUMMARY OF TECHNICAL EVALUATION RESULTS JANITORIAL SERVICES


CRITERIA	WEIGHT %	SCORES / BIDDERS			REMARKS
		POWER MASTER	SUPERCLEAN	GOODLINE	
1. ORGANIZATIONAL STRENGTH					
a. Organizational Structure	(30)	(28)	(21)	(21)	
b. Number of Organic Personnel	10	10	8	8	
c. Payroll/Data Management System	10	10	5	7	
d. Company Policy on Rewards and Sanctions	5	5	5	3	
	5	3	3	3	110 "
2. FINANCIAL STRENGTH (FY 1999 - 2001)					
a. Leverage (Bankability)	(30)	(22)	(3)	(0)	Summary Report Technical Evaluation Month
b. J. Acid - Test (Quick) Ratio (Management Efficiency)	10	7	0	0	
c. Profitability (Liquidity)	10	10	1	0	
	10	5	2	0	
3. EXPERIENCE					
a. Total number of years in business	(15)	(11)	(6)	(5)	
b. Total number of active contracts	5	4	5	1	
c. Total number of commendations received from clients	5	5	1	3	
	5	2	0	1	
4. EQUIPMENT FOR MAINTENANCE					
a. Number of Building Maintenance Equipment	(20)	(16)	(12)	(8)	
b. Number of Ground Maintenance Equipment	7	7	7	3	
c. Number of company service vehicles	6	2	2	1	
				4	
5. ADD-ON SERVICES					
a. Number of Add-On services	(5)	(0)	(0)	(0)	
	5	0	0	0	
TOTAL	100	77	42	34	


BIDS AND AWARDS COMMITTEE:


BGen. NESTOR C. CASTILLO, AFP (Ret.)
Member

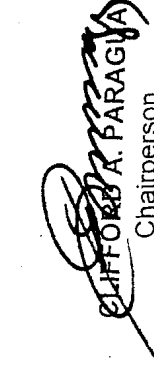

IMELDA B. TAGANAS
Member


RAUL K. TANCHICO
Member

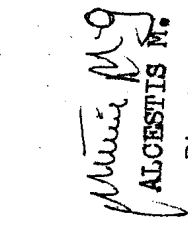

ATTY. MARJORIE S. DOCCDOCIL
Member


GEMMA C. RENDON
Member

REASSIGNED AS
P.O. OF PAMPANGA
NOEL K. VILLAFLOR
Vice Chairperson


CLIFFORD A. PARAGLA
Chairperson

Approved by:


ALCESTIS M. GUIANG
Director General

ORGANIZATIONAL STRUCTURE

"D"
Detailed
Comparative
Evaluator
Report

NAME OF BIDDERS	REQUIRED DEPARTMENT						TOTAL POINTS EARNED
	MANAGEMENT/ EXECUTIVE OFFICIALS	HRD/ PERSONNEL	FINANCE	OPERATIONS	MARKETING		
POWER MASTER, INC	2	2	2	2	2	10	
SUPERCLEAN SERVICES	2	2	2	2	-	8	
GOODLINE STAFFERS	2	2	-	2	2	8	

RATING REFERENCES: Two (2) points for every unit / department in-placed

NUMBER OF ORGANIC PERSONNEL

NAME OF BIDDERS	REQUIRED DEPARTMENT														TOTAL Of Organic Personnel	TOTAL POINTS EARNED
	Mgt./Exec. Officials		HRD/Personnel		Finance		Operations		Marketing		MGR		STAFF			
	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF	MGR	STAFF		
POWER MASTER, INC	4	1	1	5	-	6	1	11	1	1	1	1	1	1	31	10
SUPERCLEAN SERVICES	3	-	1	2	1	5	1	5	-	-	-	-	-	-	18	5
GOODLINE STAFFERS	5	-	1	3	-	-	2	6	4	-	-	-	-	-	21	7

RATING REFERENCES: (1 - 9 = 1); (10 - 14 = 3); (15 - 19 = 5); (20 - 24 = 7); (≥ 25 = 10)

FINANCIAL STRENGTH

NAME OF BIDDERS	Total Stockholder's Equity (1)		Total Liabilities (2)	Total Current Assets (3)	Inventory (4)	Total Current Liabilities (5)	Net Income Before Tax (6)		Income From Services (7)		LEVERAGE		ACID-TEST RATIO		PROFITABILITY RATIO	
	1999-2001	1999-2001					1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001	1999-2001
POWER MASTER, INC	10,993,637.95	18,984,857.77	1,424,831.82	18,984,857.77	-	1,424,851.82	20,957,365.27	105,782,726.12	7.72:1	7	7.72:1	13.32:1	10	19.81%	5	
SUPERCLEAN SERVICES	9,859,786.98	34,225,981.26	27,352,608.21	34,225,981.26	2,097,571.59	27,352,608.21	11,413,762.07	160,167,397.35	0.36:1	0	0.36:1	1.17:1	1	7.13%	2	
GOODLINE STAFFERS	1,610,758.52	4,245,584.95	5,303,357.81	4,245,584.95	692,779.04	5,303,537.81	223,569.37	28,039,431.85	0.30:1	0	0.30:1	0.67:1	0	0.80%	0	

FORMULA:

* LEVERAGE = $\frac{1}{2}$

* ACID TEST RATIO = $\frac{3-4}{5}$

* PROFITABILITY RATIO = $\frac{6}{7} \times 100\%$

LEVERAGE and ACID -

TEST RATIO:

Value	Points
<1.0	0
1.0 - 1.99	1
2.0 - 2.99	2
3.0 - 3.99	3
4.0 - 4.99	4
5.0 - 5.99	5
6.0 - 6.99	6
7.0 - 7.99	7
8.0 - 8.99	8
9.0 - 9.99	9
≥10.0	10

PROFITABILITY

RATIO:

Value	Points
<1.0	0
1.0 - 5.99	1
6.0 - 10.99	2
11.0 - 12.99	3
13.0 - 15.99	4
16.0 - 20.99	5
21.0 - 22.99	6
23.0 - 24.99	7
25.0 - 26.99	8
27.0 - 30.99	9
≥31	10

EXPERIENCE

NAME OF BIDDERS	Years in Business	Points Earned	Active Contracts				Points Earned	No. of Commendations Received	Points Earned	TOTAL POINTS EARNED
			Actual No.	Total Value	Ave. Value per Active Contract					
					Total Value	Ave. Value per Active Contract				
POWER MASTER, INC	17	4	6	50,994,311.22	8,499,051.87	5	6	2	11	
SUPERCLEAN SERVICES	28	5	110	55,940,144.88	508,546.77	1	-	-	6	
GOODLINE STAFFERS	5	1	15	45,104,848.80	3,006,989.92	3	1	1	5	

RATING REFERENCES:

- * Years in Business: (1- 5 = 1); (6 - 10 = 2); (11 - 15 = 3); (16 - 20 = 4); (>21 = 5)
- * Active Contracts: (<2.0M = 1); (2.0M - 2.99M = 2); (3.0M - 3.99M = 3); (4.0M - 4.99M = 4); (>5.0M = 5)
- * No. of Commendations: (1 = 1); (2 = 2); (3 = 3); (4 = 4); (above 5 = 5)

PAYROLL / DATA MANAGEMENT SYSTEM

BIDDER	SYSTEM			POINTS EARNED
	Manual	Computer Aided	Automated	
POWER MASTER, INC	x	x	/	5
SUPERCLEAN SERVICES	x	x	/	5
GOODLINE STAFFERS	x	/	x	3

Rating Reference: Manual = 1 point; Comp.- Aided = 3 points; Automated = 5 points

COMPANY POLICY ON REWARD AND SANCTIONS

BIDDER	WRITTEN POLICIES			POINTS EARNED
	Rules	Sanctions	Rewards	
POWER MASTER, INC	/	/	x	3
SUPERCLEAN SERVICES	/	/	x	3
GOODLINE STAFFERS	/	/	x	3

Rating Reference: *with rules = 1 point; with sanctions = 3 points; with rewards = 5 points*

REPUBLIC OF THE PHILIPPINES
CITY OF MANILA
San Juan, Metro Manila
X-----X


" E "

Affidavit
of Undertaking


UNDERTAKING

I. WILLIAM C. GO, of legal age, married with postal address at 123 A. Lake St. San Juan, Metro Manila, in accordance with law do hereby depose and say :

1. That I am the President of GOODLINE STAFFERS & ALLIED SERVICES, INC. with postal address at 123 A. Lake St. San Juan, Metro Manila
2. That I shall comply with the TESDA Bids and Awards Committee requirement in the full delivery of SUPPLY, MATERIALS, EQUIPMENT as stipulated in the Terms of Reference.
3. That this agency shall pay the salaries and wages of the personnel deployed to TESDA in accordance with the DOLE Wage Order.
4. That this agency shall remit the SSS, PREMIUMS, PHILHEALTH, PAG-IBIG, and other government mandated contributions.


WILLIAM C. GO
Affiant

SUBSCRIBED AND SWORN TO before me this 26th day of March 2003 at the City of Manila, Philippines. Affiant exhibiting to me his CTC No. 09537057 issued in Manila on January 2003


ROMUALDO C. DE LOS SANTOS
Notary Public
Notary Public
PTR NO. 8751200, 1-2-03
San Juan, Metro Manila

Doc. No. 84
Page No. 18
Book No. 46
Series of 2003.



GOODLINE STAFFERS AND ALLIED SERVICE, INC.

123 A. Lake St. cor. Aurora BLVD. Brgy. Salapan San Juan Metro Manila Phils.
Tel.No. (02)727-0944 to 48; 727-0952 to 55 Fax: No. (02) 722-2888, 744-1766

March 26, 2003

HON. CLIFFORD A. PARAGUA
Chairman, Bids and Awards Committee
TESDA
Taguig, Metro Manila

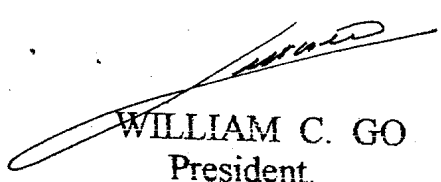
Dear Chairman Paragua

We hereby give full compliance of delivery of the supplies, materials, and equipment as stipulated in the Terms of Reference of TESDA one (1) week after the Notice of Award.

Likewise, we shall pay the salaries and wages of the personnel deployed to TESDA in accordance with the current Wage Order. That the agency shall remit the SSS Premiums, Philhealth, Pag-ibig and other government mandated contributions.

Finally, we are enclosing herewith a bank certification to give full assurance and thereby guaranteeing compliance of the contract.

Very truly yours


WILLIAM C. GO
President.



Allied Banking Corporation

HEAD OFFICE: Allied Bank Center 675A Ayala Ave. corner Legaspi St., Makati, Metro Manila, Philippines
Tels. 816-33-11 to 99; 818-79-61

Cable Address: "ALLIEDBANK"

137 ATCO Bldg., Aurora Blvd. San Juan Branch

TELEX NUMBERS:
CAPWIRE : 14825 ALLIED PS
EASTERN : 64356 ALLIED PH
Globe Mackay : 95567 ALLIED PH
RCA GLOBAL : 23191 ABC PH

CERTIFICATION

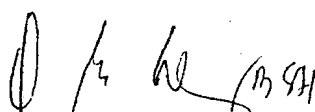
25 March 2003

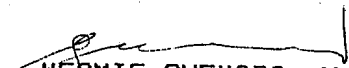
ALLIED BANKING CORPORATION
AURORA BR. PH 714834358

This is to certify that MR. WILLIAM C. GO is presently our client maintaining FOREIGN CURRENCY TIME DEPOSITS with us equivalent to in Philippine Currency at present reference rate to PESOS:SEVEN MILLION ONE HUNDRED FORTY EIGHT THOUSAND EIGHT HUNDRED FORTY EIGHT & 58/100 ONLY, (P7,148,848.58).

The said deposits are free from lien, restriction and hold-out and can be withdrawn anytime.

This certification is being issued upon the request of our client for whatever legal purpose it may serve him best.


OLIVE STO DOMINGO, C
Branch Cashier


VERMIE GUEVARA, M
Branch Head

**LIST OF EQUIPMENT, SUPPLIES AND OTHER MATERIALS TO BE PROVIDED
BY THE SERVICE AGENCY TO THE CLIENT**

FOR BUILDING MAINTENANCE		
	QTY	UNIT.
1. Floor polisher, HD	28	Units
2. Vacuum cleaner with accessories for shampooing and drying, HD	8	Units
3. Mop Squeezer	24	Units
4. Mop bucket (double), HD	24	Units
5. Utility cart (metal), HD	10	Units
6. Ladder, aluminum, 6', 10', 20'	9	Units
7. Glass Squeegee	24	Units
8. Extension cord (at least 20 meters long)	12	Set
9. Plastic pail (medium size)	30	Pcs
10. Ceiling Broom	36	Pcs
11. Soft Broom	80	Pcs
12. Dust Pan	64	Pcs
13. Toilet Bowl Cleaner	30	Pcs
14. Toilet Rubber Pump	48	Pcs
15. Spatula	29	Pcs
16. Feather Duster	36	Pcs
FOR GROUND MAINTENANCE		
1. Utility carts, HD	4	Units
2. Wheel barrow, HD	4	Units
3. Garden hose with complete accessories (at least 20')	8	Set
4. Grass cutter (machine), HD	3	Units
5. Grass scissors	6	Pcs
6. Pruning knives	6	Pcs
7. Rakes	4	Pcs
8. Shovels	4	Pcs
9. Trowels	8	Pcs
10. Street brooms	24	Pcs
11. Lawn Mover, HD		
12. Garden Tools	4	Set
13. Plastic Pail (medium size)	12	Pcs
14. Stick Broom	24	Pcs
15. Dust Pan	6	Pcs
16. Crow Bar	4	Pcs
17. Pick Matoc	4	Pcs

BID FORM

JANITORIAL SERVICES COST BREAKDOWN

Name of Bidder : GOODLINE STAFFERS & ALLIED SERVICES, INC. Date, Dec. 17, 2002

Address : 123 A. LAKE ST BRGY SALAPAN, SAN JUAN METRO MANILA

A. AMOUNT DUE TO JANITOR

1. Average Pay/Month ($\text{P } 250.00 \times 314/12$)	<u>P 6,554.16</u>
2. 13 th Month Pay	<u>546.18</u>
3. 5 - Days Incentive Leave	<u>104.16</u>
4. E - COLA ($E\text{-COLA} \times 314.6/12$)	<u>786.50</u>
5. Others (specify)	<u> </u>
TOTAL	<u>P 7,991.00</u>

B. AMOUNT TO COVER MANDATORY DEDUCTIONS

6. SSS Premium	<u>P 329.30</u>
7. Phil. Health	<u>81.25</u>
8. Pag-ibig Fund	<u>100.00</u>
9. ECC	<u>110.00</u>
10. Others (specify)	<u> </u>
TOTAL	<u>P 520.55</u>

C. ADMINISTRATIVE COST/JANITOR/MONTH

- Monthly Supplies & Materials	<u>P 150.00</u>
- Depreciation of Equipment	<u>80.47</u>
- Administrative/Profit Margin	<u>65.54</u>
TOTAL	<u>P 296.01</u>

D. TOTAL AMOUNT/JANITOR/MONTH P 8,807.56

E. MULTIPLY BY NO. OF JANITORS REQUIRED X 61

F. TOTAL AMOUNT/MONTH P 537,261.16

G. TAXES (10% VAT) P 53,726.11

H. TOTAL AMOUNT/MONTH (including taxes) P 590,987.27

I. MULTIPLY BY TWELVE (12) MONTHS X 12 MO.

J. TOTAL BID AMOUNT for Twelve (12) Months P 7,091, 847.24

Million ninety one Thousand Eight hundred forty seven.
K. BIDDERS BOND (1.0% of Contract Price) Twenty four Cents. P 70,918.47

CONFIRMED

WILLIAM C. GO

Name & Signature