

Serbisyong Oragon sa Lahat ng Panahon

Standard Form Number: SF-GOOD-____
Revised on: May 24, 2004

NOTICE TO PROCEED

MAY 17 2021

MR. RODERICK S. SANTOS

Chief Operations Officer / Licensee
Hi-Tone Security Agency, Inc.
2nd Floor De Fedbac Bldg.,
Bonot, Legazpi City

Dear Mr. Santos:

The CONTRACT having been approved, notice is hereby given to **HI-TONE SECURITY AGENCY, INC.** to commence the **PROCUREMENT OF SECURITY SERVICES FOR SEPTEMBER TO DECEMBER 2021 PER CONTRACT NO. 2021-08A.**

Upon receipt of this notice, you are 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 both copies in the space provided below. Keep one copy and return the other to the Department of Social Welfare and Development.

Very truly yours,

LEO L. QUINTILLA
Regional Director

I acknowledge receipt of this Notice on: 05-17-2021

Name of the Representative of the Bidder: SANTOS, RODERICK

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office V, Legazpi City

PROJECT : **PROCUREMENT OF SECURITY SERVICES FOR SEPTEMBER
TO DECEMBER 2021 (IB GOP 2020-DSWD-58)**

CONTRACT NO.: **2021-08A**

CONTRACT AGREEMENT

THIS AGREEMENT made this MAY 14 2021 between
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V of
the Philippines (hereinafter called "the Entity") of the one part and **HI-TONE
SECURITY AGENCY, INC.** of Legazpi City (hereinafter called "the Supplier") of the
other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services,
particularly **PROCUREMENT OF SECURITY SERVICES FOR SEPTEMBER TO
DECEMBER 2021** and has accepted a Bid by the Supplier for the supply of those
goods and services in the sum of **Three Million Seven Hundred Seventy-two
Thousand One Hundred Seventeen Pesos and Seventy-two Centavos (P
3,772,117.72)** (hereinafter called "the Contract Price").

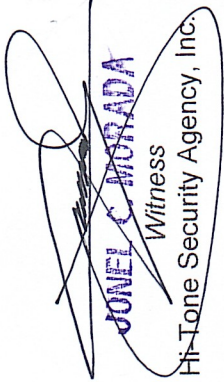
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

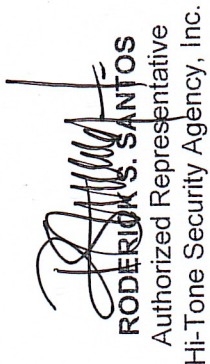
1. In this Agreement words and expressions shall have the same meanings
as are respectively assigned to them in the Conditions of Contract
referred to.
2. The following documents as required by the 2016 revised Implementing
Rules and Regulations of Republic Act No. 9184 shall be deemed to
form and be read and construed as integral part of this Agreement, viz.:

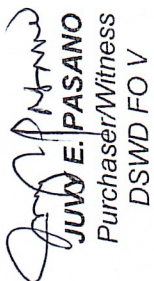
- i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder's bid, including the Eligibility requirements,
Technical and Financial Proposals, 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


JONEL CANARADA
Witness
Hi-Tone Security Agency, Inc.


RODRICK S. SANTOS
Authorized Representative
Hi-Tone Security Agency, Inc.

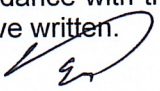

JUW E. PASANO
Purchaser/Witness
DSWD FO V

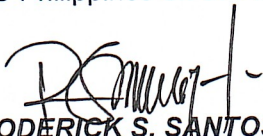

LEO L. QUINTILLA
Regional Director


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.

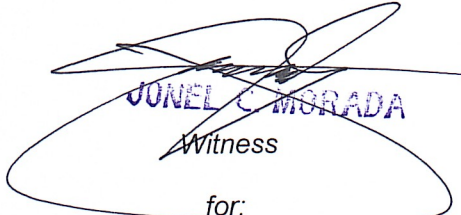
3. In consideration for the sum of **Three Million Seven Hundred Seventy-two Thousand One Hundred Seventeen Pesos and Seventy-two Centavos (P 3,772,117.72)** or such other sums as may be ascertained, **HI-TONE SECURITY AGENCY, INC.** agrees to provide **SECURITY SERVICES FOR SEPTEMBER TO DECEMBER 2021**, in accordance with his/her/its Bid;
4. The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V** agrees to pay the above-mentioned sum on a monthly basis.

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


RODERICK S. SANTOS
Authorized Representative


JUVY E. PASANO
Witness


JONEL C. MORADA
Witness

for:

for:

**DEPARTMENT OF SOCIAL WELFARE AND
DEVELOPMENT FIELD OFFICE V**

HI-TONE SECURITY AGENCY, INC.

CERTIFIED FUNDS AVAILABLE:


LLOYD DRAZEN B. BAS, CPA
Accountant III

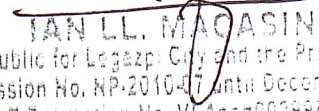
ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF DARAGA, ALBAY

BEFORE ME, a Notary Public this day of MAY 14 2021 at DARAGA, ALBAY personally appeared **LEO L. QUINTILLA** and **RODERICK S. SANTOS** exhibited to me their Competent Evidence of Identity ID No. issued at on and ID No. issued at issued on respectively. Known to me to be the person who executed the foregoing instrument and acknowledgement to me the same as their free act and that of the principal they represent.


And, further certify that the foregoing CONTRACT FOR SECURITY SERVICES IN THREE (3) PAGES INCLUDING THIS PAGE.


WITNESS MY HAND AND NOTARIAL SEAL on the date and at place first above mentioned.



TAN LL. MACASINAG
Notary Public for Legazpi City and the Province of Albay
Commission No. NP-2010-47 until December 31, 2021
MCLE Exemption No. VI-Acc002996-07-24-19
IBP No. 135412/Albay/12-17-20
PTR No. 2666570 E/01-04-21
Roll No. 37116
mlpeassociates@yahoo.com
CP No. 09175084750

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Page No. 93
Book No. XC1
Series of 2021


LEO L. QUINTILLA
Regional Director


JUVY E. PASANO
Purchaser/Witness
DSWD FO V


RODERICK S. SANTOS
Authorized Representative
Hi-Tone Security Agency, Inc.


Witness
Hi-Tone Security Agency, Inc.

Serbisyong Oragon sa Lahat ng Panahon

Standard Form Number: SF-GOOD-49
Revised on: May 24 2004

NOTICE OF AWARD

MAY 06 2021

MR. RODERICK S. SANTOS

Chief Operations Officer / Licensee
Hi-Tone Security Agency, Inc.
2nd Floor De Fedbac Bldg.,
Bonot, Legazpi City

Dear Mr. Santos:


This is to notify you that your bid for the **PROCUREMENT OF SECURITY SERVICES FOR SEPTEMBER TO DECEMBER 2021**, for the Contract Price of equivalent to **Three Million Seven Hundred Seventy-two Thousand One Hundred Seventeen Pesos and Seventy-two Centavos (P 3,772,117.72)** as corrected and modified in accordance with the Instructions to Bidders is hereby accepted.

You are hereby required to provide within ten (10) days the performance security in the form and amount stipulated in the **Section 39 of IRR of RA 9184**. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,


LEO L. QUINTILLA
Regional Director

Conforme:


RODERICK S. SANTOS
COO / LICENSEE
HI-TONE SECURITY

Name of Bidder

Date: MAY 06 2021

Republic of the Philippines
Department of Social Welfare and Development
Regional Field Office V, Buraguís, Legazpi City

BIDS AND AWARDS COMMITTEE

RESOLUTION No. 2021-03-082

**A RESOLUTION RECOMMENDING TO THE REGIONAL DIRECTOR TO AWARD THE CONTRACT FOR
PROCUREMENT OF SECURITY SERVICES FOR APRIL TO DECEMBER 2021 TO HI-TONE SECURITY AGENCY
BEING THE SOLE ELIGIBLE BIDDER**

WHEREAS, the GSS requested for the PROCUREMENT OF SECURITY SERVICES FOR JANUARY TO DECEMBER 2021 under Purchase Request No. **NF 2012-0624 (2021)** with an Approved Budget Ceiling amounting to **P 12,366,000.00**. Given the amount, said procurement opportunity was posted on PhilGEPS per **IB GOP 2020-DSWD-58**; on the department's website and on a conspicuous place within the agency for wider dissemination;

WHEREAS, the above-mentioned request is included in the Annual Procurement Plan of the Agency for CY 2021;

WHEREAS, only Hi-Tone Security Agency was present during the scheduled Pre-Bid Conference last **December 3, 2020, 3:30 PM**. The checklist of requirements was discussed one by one. There were clarifications in some requirements, hence **bid bulletin** was published on **December 8, 2020** for information and guidance of everyone concerned;

WHEREAS, during the deadline for the submission of bids/opening of bids on **December 16, 2020, 1:00 PM**, only Hi-Tone Security Agency submitted bid proposal. Opening, examination of bids and determination of responsiveness were done using a non-discretionary "pass/fail" criterion having the hereunder result:

Name of Bidder	Amount of Bid	Remarks
HI-TONE SECURITY AGENCY	P 11,316,353.16	Sole Eligible Bidder

WHEREAS, during detailed bid evaluation, computational errors were found in the financial bid proposal submitted by Hi-Tone Security Agency, Inc. Specifically it was noted that the ER share for SSS and PhilHealth premium contributions imputed in the bid were lower than what is required. As per calculation, the total bid price as read of **P 11,316,353.16** was re-assessed to be **P 11,363,129.04** as calculated, which is higher than the submitted bid price. A notice of the result of detailed bid evaluation was sent to the bidder on December 22, 2020;

WHEREAS, in response, Hi-Tone Security Agency accepted the amount of **P 11,316,353.16** and willing to continue with the reduced price;

WHEREAS, post-qualification was conducted on January 7, 2021 by the BAC & TWG Members to Hi-Tone Security Agency. As per the report submitted by the BAC the said bidder was found responsive as the technical documents that they have submitted such as PhilGEPS registration, Bid Security and Omnibus Sworn Statement are lawful and valid based on the effectivity date of each document. The required amount of transactions for completed contracts are complied and surpassed. The Single Largest Completed Contract that they have presented was with Civil Authority of the Philippines, Area Center V for Security Services for 1 year amounting to **Php. 12,810,985.20**. Copies of Contract, Certificate of Completion, Certificate of Acceptance and Official Receipt were presented upon inspection. The post-qualification team found out that the specifications indicated in the bid document were all complied. Other documents presented include:

- **DOLE D. O. 18-A or D.O. 174 Certificate** – with Certificate of Registration under D.O. 174, with Registration No. V-N80-1019-003 issued to Hi-Tone Security Agency, Inc.; Issued on October 04, 2019 at DOLE RO V, Legazpi City, valid until October 3, 2021;
- **License to Operate** – with Private Security Agency License to Operate issued by the National Headquarters Philippine National Police, Civil Security Group, with license to operate no. PSA-R-05-165727-2651 valid until April 30, 2021;

- **Fire Arms License** – With Certification issued by the National Police Commission, PNP-Civil Security Group – Firearms and Explosives Office Certifying that information exist in FEO Records of the registered and licensed firearms of Hi-Tone Security Agency, Inc. with Certificate of Firearms Registration for Juridical;
- **Certificate of License to Own and Possess Firearm** – With Certification Issued by the National Police Commission, PNP-Civil Security Group – Firearms and Explosives Office with control No. J-2015-00477-0 valid until Feb. 14, 2021

WHEREAS, with the foregoing and after due deliberation, the Bids and Awards Committee resolved to declare the bid of Hi-Tone Security Agency, **as a responsive bid**;

WHEREAS, the bidding process was **suspended** after the Post-Qualification Evaluation due to pending Approval of Appropriations of Funds.

WHEREAS, the funds availability has been certified by the Budget Section on **March 16, 2021**. Hence the contract shall be for nine (9) months only from April to December 2020 with a corresponding adjustment on the total contract cost;

WHEREAS, the available fund is insufficient to cover the whole contract. Thus, the BAC recommends preparing Contract for the **April to August 2021** only, amounting to **Four Million Seven Hundred-Fifteen Thousand One Hundred Forty-Seven Pesos and Fifteen Centavos (P 4,715,147.15)**. Contract for the last Four Months (September to December) 2021 will be prepared subsequently upon availability of funds;

NOW, THEREFORE, We, the Members of the Bids and Awards Committee **RESOLVES**, as it is hereby **RESOLVED**:

- To declare **HI-TONE SECURITY AGENCY** as the **Lowest Calculated and Responsive Bidder** for the **PROCUREMENT OF SECURITY SERVICES FOR APRIL TO DECEMBER 2021 PER IB GOP 2020-DSWD-58**;
- To recommend the Award of the Contract to **HI-TONE SECURITY AGENCY** in the amount of **EIGHT MILLION FOUR HUNDRED EIGHTY-SEVEN THOUSAND TWO HUNDRED SIXTY-FOUR PESOS AND EIGHTY-SEVEN CENTAVOS (P 8,487,264.87)**;

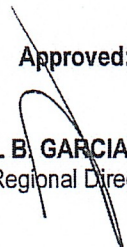
Done this 16th day of March, 2021 at Legazpi City, Philippines.

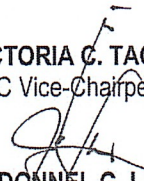

GERLIE L. AVILA
BAC Chairperson

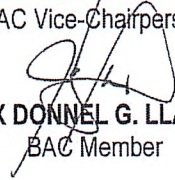
MARITES L. QUISMORIO
BAC Member

DONNA M. OSIAL
BAC Alternate Member


LEONI ROSE BARON
End-User/Provisional Member


ARNEL B. GARCIA, CESO II
Regional Director


VICTORIA C. TAGUM
BAC Vice-Chairperson


JUDEX DONNEL G. LLAMOSO
BAC Member

JINKY A. MANGAMPO
BAC Alternate Member