



**Bids and Awards Committee**

SUBJECT : **Bid Bulletin No. 1**  
PROJECT No. : **2020-CIMS(008)-PB-001**  
PROJECT : **Procurement of Managed Security Services**  
DATE : **March 27, 2020**

This Bid Bulletin is hereby issued for the information and guidance of all prospective bidders. It shall form an integral part of the bidding documents issued earlier relative to above project.

Invitation to Bid, Item No. 2 and 6, on pages 3-4, and Bid Data Sheet ITB Clause 9.1 on page 34 of the Bidding Documents is hereby clarified, to wit:

1. The Credit Information Corporation will hold a pre-bid conference for this project on *April 2, 2020; 2:30 PM*;
2. The pre-bid conference will be conducted through *online* conferencing using Webex Meeting;
3. Prospective bidders who are interested in joining the pre-bid conference may contact the BAC Secretariat via e-mail at [phoebe.wagan@creditinfo.gov.ph](mailto:phoebe.wagan@creditinfo.gov.ph) to request for a meeting invitation;
4. The general guidelines on the conduct of pre-bid conference through online conferencing is attached as "Annex A" of this bid bulletin.

All other provisions not herein modified shall remain in full force and effect.

For your information and guidance.

**Sgd.**  
**MILCAH CAPUNDAG**

BAC Chairperson


# “Annex A”

## Guidelines on the Conduct of Pre-Bid Conference for the “Procurement of Managed Security Services” using Webex Meeting

### I. To Get a Webex Meeting Invitation

- 1.1 Prospective bidders may request for a meeting invitation via email at [phoebe.wagan@creditinfo.gov.ph](mailto:phoebe.wagan@creditinfo.gov.ph);
- 1.2 Prospective bidders will get a reply email from the BAC Secretariat which contains a Meeting Number and a Meeting Password;

### II. To Join the Pre-Bid Conference

- 2.1 Prospective bidders may use the meeting invitation to join the pre-bid conference in different ways, from their personal computer or laptop, mobile phone, phone or video system.
- 2.2 However, for this pre-bid conference, prospective bidders must join using their PC or laptop to be able to view the presentations.
- 2.3 Prospective bidders must select Join  to join the pre-bid conference. After clicking the Join button, prospective bidders will be able to see and hear the people in the meeting and its shared content.
- 2.4 Prospective bidders should make themselves available 5 minutes before the start of the conference.

### III. Attendance to the Prebid Conference

- 3.1 Prospective bidders must identify themselves by typing in the chat box the
  - 3.1.1 Name of the Representative
  - 3.1.2 Name of Company
  - 3.1.3 Contact Number; Phone and Email Address

Prospective Bidders who will not identify themselves will be removed from the meeting.

- 3.2 Prospective bidders will be muted at the start of the pre-bid conference;
- 3.3 Prospective bidders will be given time to raise their queries for every Section of the Bidding Documents that will be discussed;
- 3.4 Prospective bidders, upon being acknowledged by the BAC Chairperson, must state their name and company before asking a question or commenting;
- 3.5 Prospective bidders must wait for a participant to finish before speaking;

- 3.6 Prospective bidders must stay on the call from start to finish. If the prospective bidder cannot stay on the call, he/she should let the BAC Chairperson know before exiting;
- 3.7 Lastly, prospective bidders are enjoined to be fully present for the whole duration of the pre-bid conference.