

**SUPPLEMENTAL / BID BULLETIN NO. 1**

Title : **HIRING OF SECURITY SERVICE PROVIDER FOR CY 2019**

ITB No. : **GOP/19-DSWD-001-A**

Date : **26 April 2019**

This Supplemental/ Bid Bulletin is issued to all prospective bidders announcing amendments in the Bidding Documents, to wit:

**A. Section V. Special Conditions of Contract Pages 62 of the Bidding Documents.**

Particular	From	To
GCC Clause No. 17.4	The period for correction of defects in the warranty period is as specified in Section VII. Technical Specifications and/or Service Level Agreements (SLAs).	<b>No further instructions</b>

**B. Section VII. Technical Specifications Pages 66-87 of the Bidding Documents.**

Particular	From	To
3. Services to be rendered: (Page No. 67 of the Bidding Documents)	3.2 For Welfareville Property, the security personnel of the Service Provider shall:	<b>3.2 For Welfareville Property, the Service Provider shall:</b>
	3.2.7 Submit report to Administrative Service for proper coordination and/or charging before the appropriate court the informal settlers who will oppose voluntary demolition;	<b>3.2.7 Submit report to Administrative Service Director for proper coordination and/or charging before the appropriate court the informal settlers who will oppose voluntary demolition;</b>
	3.2.9 Turn-over to the Administrative Service for appropriate documentation the confiscated materials to be used for illegal construction.	<b>3.2.9 Turn-over to the Administrative Service Director for appropriate documentation the confiscated materials to be used for illegal construction.</b>

4.Security Equipment (Page No. 70 of the Bidding Documents)	4.4 The Service Provider shall provide the turn-over surveillance camera and computer based Closed Circuit TV monitor and supply all its peripherals and CDs (CD Rewritable) or any means of storage for the footages. The compact disc or any other applicable tool to save the surveillance monitor shall become the property of the Department, which shall have the right to retain and/or erase the content of the said storage device/means.	4.5 The Service Provider shall provide the turn-over surveillance camera and computer based Closed Circuit TV monitor and supply all its peripherals and CDs (CD-Rewritable) or any means of storage for the footages. The compact disc or any other applicable tool to save the surveillance monitor shall become the property of the Department, which shall have the right to retain and/or erase the content of the storage device/means.
For National Response & Logistics Management Bureau (NRLMB) Page No. 76 of the Bidding Documents	g. 1 unit Desktop Computers	g. 1 unit Desktop Computer
For 4Ps Training Center in RSCC (Page No. 81 of the Bidding Documents)	h. 1 unit Guard Tour5 Patrol stick	h.1 unit Guard Tour Patrol stick
For Gastambide Property- CIU Operation (Page No. 84 of the Bidding Documents)	i. 1 unit Guard Tour5 Patrol stick	i.1 unit Guard Tour Patrol stick
2. OTHER REQUIREMENTS (Page Nos. 86 - 87 of the Bidding Documents)	3.2 The Security Service provider must be able to provide, install and make available in the performance of this Contract, the following equipment: One (1) security body scanning machine for Central Office; Six (6) hand-held scanners; and One (1) electric mobile personal transporter (e.g. Segway machine).  3.7 Xxx.  All billings must be submitted to DSWD every 1 <sup>st</sup> week of the month for timely	3.2 The Security Service provider must be able to provide, install and make available in the performance of this Contract, the following equipment: One (1) security body scanning machine for Central Office; Six (6) hand-held scanners;  3.7 Xxx.  All billings must be submitted to DSWD every 1 <sup>st</sup> week of the

	processing of payment and in compliance to strict implementation of Monthly Cash Program.	month for timely processing of payment and in compliance to strict implementation of its Monthly Cash Program.
--	---	--

**Additional technical specifications:**

Particular	Other Requirements
3.12	If, during the effectivity of the Contract between the Service Provider and the Department, a wage order or pertinent laws shall be implemented increasing the minimum wage or providing additional benefits to employees in private sector, the rates herein shall be adjusted accordingly. The Service Provider shall comply to the wage increase. Salary adjustment within the Contract Duration under DOLE Wage Order shall be on the account of the Service Provider.

C. Please see herein attached amended Section VII. Technical Specifications marked as Annex "A". (Failure to use/submit the amended Technical Specifications shall be a ground for disqualification).

D. Please see herein attached amended Price Proposal Form and Detailed Cost Breakdown marked as Annex "B". (Failure to use/submit the amended Price Proposal Form and Detailed Cost of Breakdown shall be a ground for disqualification).

**E. Submission and Opening of Bids**

This is to reiterate that the deadline for the submission and receipt of bids is 06 May 2019 at 10:00 a.m. Bids must be delivered at the BAC Secretariat Office, Ground Floor, DSWD Central Office, IBP Road, Constitution Hills, Quezon City. Late bids will not be accepted.


The Bid Opening will immediately follow after the deadline, to be held at the Social Technology Bureau (STB) Conference Room, Ground Floor, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.

**F. Issuance of Bidding Documents**

This is to reiterate that the issuance of Bidding Documents is until 06 May 2019 (Monday) at 09:00 am.

This Bid Bulletin shall form part of the Bidding Documents.

Please be guided accordingly.

  
**FELICISIMO C. BURIONGAN**  
 Undersecretary and  
 Bids and Awards Committee Chairperson

Please accomplish this portion and send it to facsimile no. (02) 951-7116 or e-mail [bacsec@dswd.gov.ph](mailto:bacsec@dswd.gov.ph)

---

Received from DSWD, Supplemental/Bid Bulletin No. 1 for the Hiring of Security Service Provider for CY 2019 (ITB No. GOP/19-DSWD-001-A).

Received by : \_\_\_\_\_ Date : \_\_\_\_\_  
(Signature over Printed Name)

Designation : \_\_\_\_\_

Company : \_\_\_\_\_

## Technical Specifications

DSWD Specifications	Bidder's Specification <sup>4</sup>
<p><b>Hiring of Security Service Provider for CY 2019</b></p> <p><b>1. QUALIFICATION OF THE SERVICE PROVIDER</b></p> <p>The Service Provider must possess a good track record in security services business for at least two (2) years. Thus, a certification that the Service Provider has at least two (2) years' experience in security services with satisfactory performance from clients is required.</p> <p><b>2. QUALIFICATION OF THE SECURITY PERSONNEL:</b></p> <p>The guards that shall be assigned by the Service Provider to the Department shall possess the following qualifications:</p> <p>2.1 With valid security guard license, license to carry firearms and license/training to use handheld radios;</p> <p>2.2 Bonded with at least P1,000 per guard;</p> <p>2.3 At least High School graduate but with required training on security services;</p> <p>2.4 Must have undergone the pre-licensing training course conducted by the licensed training school accredited by Security Agency and Guards Supervision Division (SAGSD) of the Philippine National Police (PNP) containing subjects on public relation, values formation, courtesy and discipline;</p>	<p>Brand:</p> <p>Detailed Specifications:</p>

<sup>4</sup> IMPORTANT NOTE: Detailed specifications must be provided. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii).

- 2.5 For Security Officer, he must have training on supervisory course and/or whichever is applicable for an officer being conducted by authorized/accredited SACSD of PNP and must have passed the General Knowledge Exam to secure Security License Card for Security Officer pursuant to Republic Act No. 5487;
- 2.6 Physically and mentally fit; passed the Psychological Test, Drug Test and Medical Clearance; and,
- 2.7 With good moral character; possess clearances from Philippine National Police and National Bureau of Investigation (NBI).

### 3 SERVICES TO BE RENDERED

- 3.1 The Service Provider shall be responsible for the following:
  - 3.1.1 Protect the Department's buildings, facilities, properties and personnel belongings in the area of jurisdiction from disturbance, burglary, robbery, vandalism, pilferage, theft, sabotage and other unlawful acts. Any incident as such shall be immediately reported to the Administrative Service Director for the appropriate action;
  - 3.1.2 Secure and defend from harm the Department's officials and employees, including its visitors while they are within the area of jurisdiction;
  - 3.1.3 Implement the Department's security measures and other security related policies which may be promulgated from time to time;
  - 3.1.4 Submit daily reports and other reports as may be required by the Department on security activities;
  - 3.1.5 Monitor and log all leaving and arriving DSWD and private vehicles. A monthly summary report of all vehicles coming in and out of the premises must be submitted to General Services Division;
  - 3.1.6 Provide Identification Cards (IDs) for visitors and CIU clients of DSWD; and,
  - 3.1.7 Implement the Department's existing Security Protocols and Guidelines on

safety and Security Measures.

3.2 For Welfareville Property, the Service Provider shall:

- 3.2.1 Implement security rules, regulations and policies of the Department on "no construction, no expansion" in the area;
- 3.2.2 Prevent the entry of new informal settlers;
- 3.2.3 Conduct regular patrol within the vicinity to maintain peace and order; and,
- 3.2.4 Immediately report to Administrative Service for legal action on any violation of informal settlers;
- 3.2.5 Conduct regular patrol within the vicinity to maintain peace and order;
- 3.2.6 Immediately report to Administrative Service for legal action on any violation of informal settlers;
- 3.2.7 Submit report to Administrative Service Director for proper coordination and/or charging before the appropriate court the informal settlers who will oppose voluntary demolition;
- 3.2.8 Submit apprehension report to the Administrative Service Director on new and illegal construction; and
- 3.2.9 Turn-over to the Administrative Service Director for appropriate documentation the confiscated materials to be used for illegal construction.
- 3.2.10 Coordinate with concerned offices of the Mandaluyong City for non-issuance of business license and permit to stores and other establishment operating within the Welfareville Property and other DSWD facilities without DSWD approval;
- 3.2.11 Submit follow-up reports on all informal settlers whose attention were called due to illegal construction, incident reports per detachment and other reports that may be required by the Department within the prescribed time; and,
- 3.2.12 In coordination with the Department, the Service Provider shall install security

preventive measures such as putting signages like "SQUATING IS STRICTLY PROHIBITED", "NO THROWING OF GARBAGE HERE", "NO ENTRY", among others.

#### 4 SECURITY EQUIPMENT

- 4.1 The Service Provider shall provide the required security equipment and all its peripherals as indicated in Annex "A-1" to its security personnel assigned in the Department. The Service Provider shall facilitate the preventive maintenance, repair and/or replacement of all existing/old surveillance equipment and cameras as may be necessary to ensure the continuity of efficient security services. The capacity of the existing NAS installed in the Department shall be maintained to have at least three (3) months storage of CCTV footages. All recordings/footages shall be transferred to a permanent storage before the storage duration expires.
- 4.2 The Service Provider shall supply the CD-RW recordings covering previous weeks and/or month/s and to henceforth submit the same regularly. The recorded CCTV footages must be available for review at all times.
- 4.3 All Surveillance Cameras and its peripherals with CCTV Computer-based monitoring device indicated in Annex "A-1" including wire connections/installations may be donated to the Department upon completion of contract through Deed of Donation. Installation includes the requiring/adjustment of the existing/old CCTV and its connection to the NAS. The Information and Communication Technology Management Service (ICTMS) may be incorporated in the provision of back-up storage for CCTV footage in the future security service contracts with the Service Provider.
- 4.4 The Service Provider shall provide the turn-over surveillance camera and computer based Closed Circuit TV monitor and supply all its peripherals and CDs (CD-Rewritable) or any means of storage for the footages. The compact disc or any other applicable tool to save the surveillance monitor shall become the property of the Department, which shall have the right to retain and/or erase the content of storage device/means.

Below is the technical specification of the surveillance cameras and other equipment:

For Central Office



- a. 100 units of IP Bullet Outdoor Camera
  - 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.
  - IR distance:15m
  
- b. 57 units of IP Dome Indoor Camera
  - 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.
  - IR distance:15m
  
- c. 3 units IP PTZ Camera
  - 25x zoom
  - 4 megapixel camera
  - Support ONVIF,P2P Support POE
  - Main Stream: 1080P@30fps; With IR-CUT
  - 20X Optical Zoom
  - Weatherproof Outdoor IP66
  - IR Range: 100m
  - Pan Range: 0°-360° Continue; Tilt Range: 0°-90° Flip
  - Pan Speed: 60°/sec; Tilt Speed: 30°/sec
  - Preset Points: 220
  - Guard Tours: 4 Groups
  - Guard Points: Max.16 points
  - RS485, Protocol TCP/IP, HTTP, FTP, RTSP
  - Support osd RTSP
  - Support osd menu
  
- d. 5 units of 32 Channel Network Video Recorder
  - System resource: 32 channel
  - 1080P,4channel 1080P CIF real-time video
  - Operation interface: Graphical user interface
  - (GUI),mouse, front, button, remote control operation
  - Recoding mode: Manual, timing, alarm, motion detection

- Video search: Time search, channel search, log search
  - Video output: 1BNC, 1VGA, 1HDMI
  - Monitoring quality: 360P, 720P,1080P
  - Playback quality: 1080P
  - Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
  - Image display: 1,4,8,16 Image
  - Video Speed: 1080P, 30 frame/sec
  - Video save: hard drive, network
  - Alarm input: 4channel (optional)
  - PTZ: RS485
  - Hard Disk interface: 4/8/16 support 2/4/4 SATA interface
  - USB interface: 2USB 2.0 high-speed interface
  - Power: 12V
- e. 5 units of 55 inches LED Monitor with Bracket and 15 meters HDMI cable
- FHD (3840 x 2160 Resolution)
  - 2K Decoder
  - 2x USB Input
  - USB Movie / Audio / Picture Playback
  - 3x HDMI Input
  - 1x VGA Input
  - AV Input
  - 16.7m Color
  - Dynamic Contrast
- f. 28 units of 4 Terabytes Surveillance Hard Drive
- g. 1 unit Network Attached Storage (NAS)
- 192ch@D1,96ch@720P,48ch@1080P
  - 16 HDDs supported(each one up to 4TB)
  - Raid0,Raid1,Raid5,Raid6,JBOD,Single
  - iSCSI, SAMBA, NFS, FTP
  - HDD expansion: four expansion device
  - 2 expansion Mini SAS
  - 4 RJ-45 10/100/1000Mbps
  - IPSAN/NAS integrated solution
  - Internal cable-free design
  - Easy data storage and file sharing
  - fault-tolerant protection mechanisms
  - Support RAID0,RAID1,RAID5, hot-swappable
  - 24/7 non-stop storage capability
  - Support industrial protocols
- h. 2 units Desktop Computers
- Intel Core 2 Duo E8200 2.66GHz
  - Motherboard: Skt LGA775
  - Memory: 1GB DDR2
  - HDD: 160GB SATA 3.5-in

- Video Card: On-Board VGA
- No ODD
- Basic EM4
- Windows 10 Home
- AMD A6 Processor
- 2GB DDR3 and 500GB SATA

- i. 1 unit Printer with continuous ink
- j. 4 units Guard Tour Patrol stick
  - Patrol Reader with Multi-Language Software Included
  - Material: Silicon tank, metal body with Silicon rubber shell
  - IP Rate: IP67 Long time Standby: 880mAh Lithium Battery, Reading Tags 500 times/day, last 29 days
  - Communication: By USB ( pogo pin connector)
  - Storage Capacity: 60000 pieces records
- k. 4 units Gate Barrier Security Fence
  - 6M Straight Vehicle Gate Barrier, 220V 50Hz, Straight Boom, 6second, 6m With Rubber, Left-installed, remote control included
- l. 3 units Walk Through Metal Detector
  - 4 Zone Economic Walk Through Metal Detector
  - 4 Detecting Zones
  - Smart Partition Function
  - Detects Large Objects with 50 Alternative Operating Frequencies
  - Self -diagnostic when power is on
  - With passage count & alarm count

For National Response & Logistics Management Bureau (NRLMB)

- a. 24 units of IP Bullet Outdoor Camera
  - 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.
  - IR distance:15m
- b. 40 units IP Dome Indoor Camera
  - 2 megapixel camera

- HD 1080P real time video
- H.264 video compression, dual video stream, high video quality Support
- TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,P
- PPOE,SMIP
- Support video lost, motion detection, alarm
- Built In web server, support IE preview,
- Configuration, upgrade, user authority.
- IR distance:15m

c. 2 units of 32 Channel Network Video Recorder

- System resource: 32 channel
- 1080P,4channel 1080P CIF real-time video
- Operation interface: Graphical user interface
- (GUI),mouse, front, button, remote control operation
- Recoding mode: Manual, timing, alarm, motion detection
- Video search: Time search, channel search, log search
- Video output: 1BNC, 1VGA, 1HDMI
- Monitoring quality: 360P, 720P,1080P
- Playback quality: 1080P
- Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
- Image display: 1,4,8,16 Image
- Video Speed: 1080P, 30 frame/sec
- Video save: hard drive, network
- Alarm input: 4channel (optional)
- PTZ: RS485
- Hard Disk interface: 4/8/16 support 2/4/4 SATA interface
- USB interface: 2USB 2.0 high-speed interface
- Power: 12V

d. 2 units of 39 inches LED Monitor

- with Bracket and 15 meters HDMI cable
- FIID (3840 x 2160 Resolution)
- 2K Decoder
- 2x USB Input
- USB Movie / Audio / Picture Playback
- 3x HDMI Input
- 1x VGA Input
- AV Input
- 16.7m Color
- Dynamic Contrast

e. 12 units of 4 Terabytes Surveillance Hard Drive

f. 1 unit Network Attached Storage (NAS)

- 192ch@D1,96ch@ 720P,48ch@1080P
- 16 HDDs supported(each one up to 4TB)
- Raid0,Raid1,Raid5,Raid6,JBOD,Single
- iSCSI, SAMBA, NFS, FTP
- HDD expansion: four expansion device
- 2 expansion Mini SAS
- 4 RJ-45 10/100/1000Mbps
- IPSAN/NAS integrated solution
- Internal cable-free design
- Easy data storage and file sharing
- fault-tolerant protection mechanisms
- Support RAID0,RAID1,RAID5, hot-swappable
- 24/7 non-stop storage capability
- Support industrial protocols

g. 1 unit Desktop Computer

- Intel Core 2 Duo E8200 2.66GHz
- Motherboard: Skt LGA775
- Memory: 1GB DDR2
- HDD: 160GB SATA 3.5-in
- Video Card: On-Board VGA
- No ODD
- Basic EM4
- Windows 10 Home
- AMD A6 Processor
- 2GB DDR3 and 500GB SATA

h. 1 unit Printer with continuous ink

i. 2 units Guard Tour Patrol stick

- Patrol Reader with Multi-Language Software Included
- Material: Silicon tank, metal body with Silicon rubber shell
- IP Rate: IP67 Long time Standby: 880mAh Lithium Battery, Reading Tags 500 times/day, last 29 days
- Communication: By USB ( pogo pin connector)
- Storage Capacity: 60000 pieces records

For Social Welfare and Development Center for Asia and the Pacific (SWADCAP)

a. 20 units of IP Bullet Outdoor Camera

- 2 megapixel camera
- HD 1080P real time video
- H.264 video compression, dual video stream, high video quality Support
- TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
- Support video lost, motion detection, alarm
- Built In web server, support IE preview, Configuration, upgrade, user authority.

- IR distance:15m
- b. 12 units IP Dome Indoor Camera
- 2 megapixel camera
  - IID 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RICP,RTSP,P
  - PPF,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.
  - IR distance:15m
- c. 1 unit of 32 Channel Network Video Recorder
- System resource: 32 channel
  - 1080P,4channel 1080P CIF real-time video
  - Operation interface: Graphical user interface
  - (GUI),mouse, front, button, remote control operation
  - Recoding mode: Manual, timing, alarm, motion detection
  - Video search: Time search, channel search, log search
  - Video output: 1BNC, 1VGA, 1HDMI
  - Monitoring quality: 360P, 720P,1080P
  - Playback quality: 1080P
  - Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
  - Image display: 1,4,8,16 Image
  - Video Speed: 1080P, 30 frame/sec
  - Video save: hard drive, network
  - Alarm input: 4channel (optional)
  - PTZ: RS485
  - Hard Disk interface: 4/8/16 support 2/4/4 SATA interface
  - USB interface: 2USB 2.0 high speed interface
  - Power: 12V
- d. 1 unit of 39 inches LED Monitor
- with Bracket and 15 meters HDMI cable
  - FHD (3840 x 2160 Resolution)
  - 2K Decoder
  - 2x USB Input
  - USB Movie / Audio / Picture Playback
  - 3x HDMI Input
  - 1x VGA Input
  - AV Input
  - 16.7m Color
  - Dynamic Contrast

- e. 6 units of 4 Terabytes Surveillance Hard Drive
- f. 1 unit Network Attached Storage (NAS)
  - 192ch@D1,96ch@ 720P,48ch@1080P
  - 16 HDDs supported(each one up to 4TB)
  - Raid0,Raid1,Raid5,Raid6,JBOD,Single
  - iSCSI, SAMBA, NFS, FTP
  - HDD expansion: four expansion device
  - 2 expansion Mini SAS
  - 4 RJ-45 10/100/1000Mbps
  - IP-SAN/NAS integrated solution
  - Internal cable-free design
  - Easy data storage and file sharing
  - fault-tolerant protection mechanisms
  - Support RAID0,RAID1,RAID5, hot-swappable
  - 24/7 non-stop storage capability
  - Support industrial protocols
- g. 1 unit Desktop Computers
  - Intel Core 2 Duo E8200 2.66GHz
  - Motherboard: Skt LGA775
  - Memory: 1GB DDR2
  - HDD: 160GB SATA 3.5-in
  - Video Card: On-Board VGA
  - No ODD
  - Basic FM4
  - Windows 10 Home
  - AMD A6 Processor
  - 2GB DDR3 and 500GB SATA
- h. 1 unit Printer with continuous ink
- i. 1 unit Guard Tour Patrol stick
  - Patrol Reader with Multi-Language Software Included
  - Material: Silicon tank, metal body with Silicon rubber shell
  - IP Rate: IP67 Long time Standby: 880mAh Lithium Battery, Reading Tags 500 times/day, last 29 days
  - Communication: By USB ( pogo pin connector)
  - Storage Capacity: 60000 pieces records

For 4Ps Training Center in RSCC

- a. 8 units IP Bullet Outdoor Camera
  - 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection,

- alarm
- Built In web server, support IE preview, Configuration, upgrade, user authority.
- IR distance:15m

b. 8 units IP Dome Indoor camera

- 2 megapixel camera
- IID 1080P real time video
- H.264 video compression, dual video stream, high video quality Support
- TCP/IP,IIIP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
- Support video lost, motion detection, alarm
- Built In web server, support IE preview,
- Configuration, upgrade, user authority.
- IR distance:15m

c. 1 unit of 16 Channel Network Video Recorder

- System resource: 16 channel
- 1080P,4channel 1080P CIF real-time video
- Operation interface: Graphical user interface
- (GUI),mouse, front, button, remote control operation
- Recording mode: Manual, timing, alarm, motion detection
- Video search: Time search, channel search, log search
- Video output: 1BNC, 1VGA, 1HDMI
- Monitoring quality: 360P, 720P,1080P
- Playback quality: 1080P
- Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
- Image display: 1,4,8,16 Image
- Video Speed: 1080P, 30 frame/sec
- Video save: hard drive, network
- Alarm input: 4channel (optional)
- PTZ: RS485
- Hard Disk interface: 4/8/16 support 2/4/4 SATA interface
- USB interface: 2USB 2.0 high-speed interface
- Power: 12V

d. 1 unit of 39 inches LED Monitor

- with bracket and 15 meters HDMI cable
- FHD (3840 x 2160 Resolution)
- 2K Decoder
- 2x USB Input
- USB Movie / Audio / Picture Playback
- 3x HDMI Input
- 1x VGA Input
- AV Input



- 16.7m Color
  - Dynamic Contrast
- e. 2 units of 4 Terabytes Surveillance Hard Drive
- f. 1 unit Desktop Computer
- Intel Core 2 Duo E8200 2.66GHz
  - Motherboard: Skt LGA775
  - Memory: 1GB DDR2
  - HDD: 160GB SATA 3.5-in
  - Video Card: On-Board VGA
  - No ODD
  - Basic FM1
  - Windows 10 Home
  - AMD A6 Processor
  - 2GB DDR3 and 500GB SATA
- g. 1 unit Printer with continuous ink
- h. 1 unit Guard Tour Patrol stick
- Patrol Reader with Multi-Language Software Included
  - Material: Silicon tank, metal body with Silicon rubber shell
  - IP Rate: IP67 Long time Standby: 880mAh Lithium Battery, Reading Tags 500 times/day, last 29 days
  - Communication: By USB ( pogo pin connector)
  - Storage Capacity: 60000 pieces records

For Gastambide Property – CIU Operation

- a. 4 units IP Bullet Outdoor Camera
- 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.
  - IR distance:15m
- b. 4 units IP Dome Indoor camera
- 2 megapixel camera
  - HD 1080P real time video
  - H.264 video compression, dual video stream, high video quality Support
  - TCP/IP,HTTP,DHCP,DNS,DDNS,RTP/RTCP,RTSP,PPPoE,SMTP
  - Support video lost, motion detection, alarm
  - Built In web server, support IE preview, Configuration, upgrade, user authority.

- IR distance:15m

c. 1 unit of 16 Channel Network Video Recorder

- System resource: 16 channel
- 1080P,4channel 1080P CIF real-time video
- Operation interface: Graphical user interface
- (GUI),mouse, front, button, remote control operation
- Recoding mode: Manual, timing, alarm, motion detection
- Video search: Time search, channel search, log search
- Video output: 1BNC, 1VGA, 1HDMI
- Monitoring quality: 360P, 720P,1080P
- Playback quality: 1080P
- Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
- Image display: 1,4,8,16 Image
- Video Speed: 1080P, 30 frame/sec
- Video save: hard drive, network
- Alarm input: 4channel (optional)
- PTZ: RS485
- Hard Disk interface: 4/8/16 support 2/4/4 SATA interface
- USB interface: 2USB 2.0 high-speed interface
- Power: 12V

d. 1 unit 8 Channel Network Video Recorder

- System resource: 8 channel
- 1080P,4channel 1080P CIF real-time video
- Operation interface: Graphical user interface
- (GUI),mouse, front, button, remote control operation
- Recoding mode: Manual, timing, alarm, motion detection
- Video search: Time search, channel search, log search
- Video output: 1BNC, 1VGA, 1HDMI
- Monitoring quality: 360P, 720P,1080P
- Playback quality: 1080P
- Motion detection: each channel of the detection area (16\*16), multi-level sensitivity can be set
- Image display: 1,4,8,16 Image
- Video Speed: 1080P, 30 frame/sec
- Video save: hard drive, network
- Alarm input: 4channel (optional)
- PTZ: RS485
- Hard Disk interface: 4/8/16 support 2/4/4 SATA interface

- USB interface: 2USB 2.0 high-speed interface
  - Power: 12V
- e. 1 unit of 39 inches LED Monitor
- with bracket and 15 meters HDMI cable
  - FHD (3840 x 2160 Resolution)
  - 2K Decoder
  - 2x USB Input
  - USB Movie / Audio / Picture Playback
  - 3x HDMI Input
  - 1x VGA Input
  - AV Input
  - 16.7m Color
  - Dynamic Contrast
- f. 2 units of 4 Terabytes Surveillance Hard Drive
- g. 1 unit PCX Desktop
- Intel Core 2 Duo E8200 2.66GHz
  - Motherboard: Skt LGA775
  - Memory: 1GB DDR2
  - HDD: 160GB SATA 3.5-in
  - Video Card: On-Board VGA
  - No ODD
  - Basic EM4
  - Windows 10 Home
  - AMD A6 Processor
  - 2GB DDR3 and 500GB SATA
- h. 1 unit Printer with continuous ink
- i. 1 unit Guard Tour Patrol stick
- Patrol Reader with Multi-Language Software Included
  - Material: Silicon tank, metal body with Silicon rubber shell
  - IP Rate: IP67 Long time Standby: 880mAh Lithium Battery, Reading Tags 500 times/day, last 29 days
  - Communication: By USB ( pogo pin connector)
  - Storage Capacity: 60000 pieces records

The provision of these cctv cameras and equipment includes coring, rough works, installation and labor, cable pipes, switch hubs, breaker, power cable, network cable, CCTV Metal Box and other installation materials. While the Service Provider as shall perform the existing CCTV cameras and equipment that may require transfer needed with no additional cost to reinforce the areas in Central Office, 4Ps Training Center, SWADCAP, NRLMB and Gastambide Property.

## OTHER TERMS AND CONDITIONS:

### 1. ACCOUNTABILITY

- 1.1 Except from fortuitous events and/or negligence of the Department's officials and employees, the Service Provider shall be accountable for the following:
  - 1.1.1 Any loss or damages to all property appearing in the Inventory Report and/or other reports/ documents which serve as proof of the Department's ownership of the property; and
  - 1.1.2 Any damages due to the negligence in the performance of duty of the security personnel.  
  
Failure of the Service Provider to conduct proper maintenance of cctv cameras/other equipment and provision of the required copy of cctv recordings within seven (7) working days upon receipt of notice from the Administrative Service, except from the negligence and/or concern of the Department, shall be charged with liquidated damages for non-compliance. *One Tenth of One percent (1/10 of 1%)* of the cost of the bill shall be deducted from the total amount due for the month.
- 1.2 The Service Provider shall pay for the damages through deduction from its monthly billing. In case that the cost of damages cannot be covered by its collectibles from the Department, the Service Provider shall pay in cash or restore the property at its expense within one (1) month.
- 1.3 The Service Provider shall at all times be solely liable and responsible for the enforcement of and compliance with all existing laws, rules and regulations on labor, personnel wages/salaries/benefits, rights and privileges, particularly the Labor Code, Social Security System, Employees Compensation Commission, Philippine Health Insurance, among others. The Service Provider shall hold the Department free from any liabilities in respect thereto and/or which may arise therefrom.

### 2. INSTITUTIONAL ARRANGEMENT

- 2.1 The Department shall provide an updated List of Inventory of Property from AS-Property and Asset Management Division to the Service Provider at the start of the engagement. The updated list or other documents such as Property Accountability Receipts (PAR) shall be provided to the Service Provider from time to time to update the List of Inventory.
- 2.2 The Service Provider shall be responsible to the Administrative Service Director. All reports shall be submitted to the Administrative Service Director thru the Chief Administrative Officer of General Services Division (GSD) who shall supervise and monitor the implementation of security services of the Service Provider.

### 3. OTHER REQUIREMENTS

- 3.1 The security personnel to be provided by the Service Provider shall not be related to any DSWD personnel within the 3<sup>rd</sup> degree of consanguinity or affinity in the area or facilities of the Department being serviced and as such, the latter shall not in any manner be liable or responsible for any personal injury or damages, including death, caused by other Guards assigned to the Department during the lawful performance of their duties.
- 3.2 The Security Service provider must be able to provide, install and make available in the performance of this Contract, the following equipment: One (1) security body scanning machine for Central Office; Six (6) hand-held scanners;

- 3.3 In the event that the security contract expires without a successful procurement of security services, the contract may be extended subject to the availability of funds.
- 3.4 The Service Provider shall be willing to absorb forty percent (40%) of the existing total number of security personnel assigned in Central Office, SWADCAP, NRLMB, Welfareville Property, 4Ps Training Center and Gastambide Property.
- 3.5 The Service Provider shall pay in advance the salary and other benefits of its security personnel. Any delay and non-payment of salaries and other benefits to any security personnel by the Service Provider are grounds for the immediate termination of the contract.
- 3.6 The Department shall not be held liable for any claims of the Agency's assigned security guards for their salaries and wages, benefits, compensation for death or sickness due to them or for any other claim arising from or in connection with their employment with the Agency except those required by law to be paid by the Department through the Agency.
- 3.7 The Service Provider shall submit to DSWD, together with its monthly invoices, duly certified copy of the immediately preceding payroll and a sworn certification/undertaking duly executed by its General Manager/President stating that all workers and/or personnel assigned to DSWD pursuant to this Agreement have been paid the required minimum wage and other mandatory benefits that they are entitled to under the law at least for the previous quarter with a commitment to pay the following quarter. The proof of payment of membership and remittances including the Alpha List of covering at least the previous quarter must support the processing of payment. DSWD shall not process any billings that are not accompanied by the aforementioned document. If the billing is in order, DSWD agrees to pay the Service Provider as soon as possible from receipt of such billings and shall pay within a period of fifteen (15) days.
- All billings must be submitted to DSWD every 1<sup>st</sup> week of the month for timely processing of payment and in compliance to strict implementation of its Monthly Cash Program.
- 3.8 The Service Provider shall not terminate any assigned security guard in any offices of the Department without the approval of the Administrative Service Director.
- 3.9 The Service Provider shall be ready at all times to provide additional security service requirements of DSWD during significant events involving the Chief Executive, emergency situations, and/or disaster operations at its premises.
- 3.10 The Department may increase or decrease the number of assigned regular duty guards by thirty percent (30%) whenever necessary during the contract period including provision of additional handheld radio and equipment in case of rallies or public demonstration, disaster and/or emergency situations subject to availability of funds.
- 3.11 The Department may re-assign or request replacement of the guards any time during the contract period with or without cause.
- 3.12 If, during the effectivity of the Contract between the Service Provider and the Department, a wage order or pertinent laws shall be implemented increasing the minimum wage or providing additional benefits to employees in private sector, the rates herein shall be adjusted accordingly. The Service Provider shall comply to the wage increase. Salary adjustment within the Contract Duration under DOLE Wage Order shall be on the account of the Service Provider.













## Price Proposal Form

Date: \_\_\_\_\_

Invitation to Bid No: GOP/19-DSWD-001-A

### Hiring of Security Service Provider for CY 2019

Item No.	Description	No. of Security Guards to be assigned	Monthly Salary (12-hr shift)	Total Price*
A	DSWD Central Office	49		
B	SWADCAP	6		
C	Welfareville Property	24		
D	National Resource Operations Center (NROC)	16		
E	4Ps Training Center (RSSC)	4		
F	Gastambide Property (CIU Operation)	10		
<b>TOTAL</b>		<b>109</b>		

\*Please provide detailed cost breakdown

(Subject to change per salary adjustment under DOLE Wage Order within the Contract Duration)

NOTE: In case of discrepancy between unit price and total price, the unit price will prevail. Total Contract Price is inclusive of all applicable taxes.

## DETAILED COST BREAKDOWN

Name of Service Provider: \_\_\_\_\_

Amount due to Guard:	Unit Price	Total Price
a. Daily Wage (COLA under Item "g")		
b. Average Pay/Month (DW x no. of days per year / 12) (527.00 x 393.50/12)		
c. Night Differential Pay [for night shifts duty only] (b x 10%)		
d. 13th Month Pay (a x 365 / 12 / 12)		
e. 5-day Incentive Pay (a + COLA x 5 / 12)		
f. Uniform Allowance (RA 5487)		
g. COLA (Per Wage Order No. NCR-22, 2018) (P10.00 x 377/12)		
<b>h. Sub-total</b>		
<b>Amount due to Government in Favor of Guard</b>		
a. Retirement Benefit (RA 7641) ("DW" x 22.5 / 12)		
b. SSS Premium		
c. Philhealth Premium (employer's share)		
d. State Insurance Fund		
e. Pag-Ibig Fund		
<b>f. Sub-total</b>		
<b>A. Total Amount due to Guard and Government</b> (sub-total h + sub-total f)		
<b>B. Agency Fee<sup>5</sup></b> Administrative Overhead and Margin		
<b>C. Value Added Tax - 12%</b> (Agency Fee x 12% VAT - RMC-039-2007)		
<b>Minimum Contract Rate for 8 hrs &amp; 12 hours</b> (minimum contract rate for 8 hrs x 1.5)		
<b>Day Shift Guards - 67 Guards</b>		
<b>Night Shift Guards - 42 Guards</b>		
<b>7 Months Budget for the Salary of 109 Guards</b>		

Total Quotation in figures : \_\_\_\_\_

Total Quotation in words : \_\_\_\_\_

<sup>5</sup> As per Department of Labor and Employment Department Order (DOLE DO) No. 150-16

Name of Bidder: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_