

TRANSMITTAL

HRMAS ADMIN DIV - PROCUREMENT SECTION
DOCUMENTARY CHECKLIST

Date Started: October 7, 2021

Project Name: **Procurement of Security Services for FY 2022**
 End-User: Various Legal Divisions
 Mode : **Public Bidding**
 Purchase Request No : **PR No. 021-10-175(2022)**
 Purchase Order No. : **PO No. 022-01-002**
 Supplier: **HACKETT SECURITY AGENCY**

ABC : **P10,000,000.00**
 Date : **October 7, 2021**
 Date : **January 12, 2022**
 Amount: **P9,994,735.20**

ADMIN COPY

DATE: _____

Documents	Attached		Reference No.	Remarks
	Yes	No		
1 Obligation Request and Status (ORS) dtd February 16, 2022	✓		SN 02-101101-2022-02-042	Fund Cluster: 101; Security Services
2 PhilGEPS Posting: Award Notice Abstract	✓		3461719	Created by: Christian Buat; Published Date: Jan 30, 2022
3 Notice to Proceed	✓		Conforme: Francia Desquitado dtd Jan. 29, 2022	Procurement of Security Services for FY 2022
4 Purchase Order dtd January 12, 2022	✓		PO No. 022-01-002	<u>Awarded to:</u> HACKETT SECURITY AGENCY P9,994,735.20 Conforme: Francia Desquitado dtd Jan. 21, 2022 Approved by: Dir. Editha R. Buendia; Funds Available by: CA Ariel Ubina
5 Contract Agreement	✓		Notarized on January 17, 2022	Contract Price: P9,994,735.20
6 Performance Security	✓		Bond No. G(13) 107951	Alpha Insurance & Surety Company, Inc. (AISC) Amount: P 2,998,420.56 HACKETT SECURITY AGENCY
7 Certification of Availability of Funds dtd January 5, 2022	✓		CAF No. 2022-01-04	Signed by: Chief Accountant Ariel Ubina P 10,000,000.00: FY 2022 NEP; MOOE Procurement of Security Services for FY 2022
8 Notice of Award	✓		HACKETT SECURITY AGENCY	Amount: P9,994,735.20 Conforme by: Francia C. Desquitado dtd Jan. 7, 2022
9 Decision of HoPE (approval of awarding of Contract) dtd. December 27, 2021	✓		HACKETT SECURITY AGENCY	Signed by SolGen Jose C. Calida
10 BAC Resolution declaring winning Bidder and recommending award of Contract	✓		BAC Resolution No. 2021-12-009	signed by OSG-BAC
11 BAC Memorandum recommending award of Contract dtd. December 16, 2021	✓		Procurement of Security Services for FY 2022	signed by OSG-BAC
12 BAC's Notification dtd. November 29, 2021	✓		Result of Motion for Reconsideration	signed by OSG-BAC
13 2nd Post Qualification Evaluation Summary Report dtd November 29, 2021			a/s	signed by the TWG headed by ASG Rigodon with recommendation to award the contract to HACKETT SECURITY AGENCY as LCRB
14 Motion for Reconsideration dtd. November 25, 2021	✓		HACKETT SECURITY AGENCY	signed by Francia C. Desquitado
15 BAC's Notification of Post Disqualification dtd. November 23, 2021	✓		HACKETT SECURITY AGENCY	signed by OSG-BAC
16 Post Qualification Evaluation Summary dtd. November 23, 2021	✓		a/s	signed by the TWG headed by ASG Rigodon with Post Disqualification of Hackett Security Agency with Attendance Sheet
17 Memo of BAC to TWG dtd: November 15, 2021	✓		Request for Post-Qualification	signed by OSG-BAC
18 Abstract of Bids	✓		OSG PR No. 021-10-175 dtd Nov. 15, 2021 @3:30pm	1 bidder: Hackett Security Agency; P9,994,735.20
19 Minutes of Bid Opening	✓		November 15, 2021; 3:30pm	signed by OSG-BAC; w/ Attached Attendance Sheet - 1 supplier
20 Bidders Proof of buying bidding documents	✓		OR No. 2646939	Payor: Hackett Security Agency Amt: P10,000.00
21 Invitation dtd. November 10, 2021	✓		Submission and Opening of Bids	to TWG; to BAC Secretariat; to BAC Members; Observers: Union Church of Manila Philippines Foundation, Inc.; Angelo King Foundation, Inc.; IA IV Chrissdale S. Gagan-Lipit; OSGEA Pres Gina A. Soriano; COA ATL Imelda Baguisa
22 Supplemental Bulletin, if any		✓	None	Not Applicable
23 Minutes of Pre-Bid Conference, if any	✓		November 3, 2021; 3:30pm	signed by OSG-BAC; w/ Attached Attendance Sheet
24 Invitation dtd. October 25, 2021	✓		Pre-Bid Conference	to TWG; to BAC Secretariat; to BAC Members; Observers: Union Church of Manila Philippines Foundation, Inc.; Angelo King Foundation, Inc.; IA IV Chrissdale S. Gagan-Lipit; OSGEA Pres Gina A. Soriano; COA ATL Imelda Baguisa