

CONTRACT FOR SECURITY SERVICES
(August 27, 2024 to August 28, 2025)

KNOW ALL MEN BY THESE PRESENTS:

This contract made and entered into the City of Zamboanga, Philippines, by and between:

WESTERN MINDANAO STATE UNIVERSITY, a state educational institution of higher learning, duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office address at Normal Road, Baliwasan, Zamboanga City, Philippines, herein represented by its President, **DR. MA. CARLA A. OCHOTORENA**, of legal age, Filipino, married and with residence at Zamboanga City, hereinafter referred to as the "**UNIVERSITY**";

- and -

PICHEL'S SECURITY AND DETECTIVE AGENCY, INC., a business entity duly organized and authorized to operate under and by virtue of the laws of the Republic of the Philippines, with address at Estrada Street, Tetuan, Zamboanga City, Philippines, herein represented by **LUIS L. PICHEL** by virtue of Board Resolution No. 08-001-24, hereinafter referred to as the "**AGENCY**".

WITNESSETH, That:

WHEREAS, the **UNIVERSITY** is desirous to engage the services of at least seventy (70) security guards through a private security agency under a one (1) year contract for the purpose of protecting its properties against theft, pilferage, robbery, trespass, fire and other destructive acts or causes, as well as maintain peace and order in and around its premises;


WHEREAS, the **UNIVERSITY** has undertaken a regular public bidding process in accordance with the provisions of the Republic Act 9184 and the rules and regulations promulgated thereunder, for the procurement of security services with an Approved Budget for the Contract (ABC) in the sum of **SIXTEEN MILLION NINE HUNDRED FIFTY-FOUR THOUSAND EIGHT SIX AND NINETY-SIX CENTAVOS (Php16,954,088.96)** Only;

WHEREAS, after observance of the rules and regulations under R.A. 9184, the **AGENCY** has tendered an offer to provide the services of seventy (70) security guards for a total bid amount of **SIXTEEN MILLION NINE HUNDRED FIFTY-FOUR THOUSAND EIGHT SIX AND NINETY-SIX CENTAVOS (Php16,954,086.98)** for a period of one (1) year, and said offer had been determined to be the Lowest Calculated and Responsive Bid (LCRB);

WHEREAS, upon the recommendation of **UNIVERSITY's** Bids and Awards Committee per BAC Resolution 199-2024A dated June 11, 2024 and with the confirmation of the WMSU Board of Regents under BOR Resolution No. 70 series 2024 dated June 27, 2024 (copy of both resolutions are hereto attached as Annexes "A" and "B" respectively), the **UNIVERSITY**, has awarded the procurement of seventy (70) security guards to the **AGENCY** under a one (1) year contract;


CHRISTIANNE DAWN R. SICAT, CPA
University Accountant


ASSO. PROF. AL-GHANI B. MOHAMMAD
Secretary, University/WMSU-BOR


LUIS L. PICHEL
Pichel Security

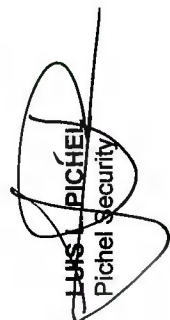

DR. CARLA A. OCHOTORENA
President, WMSU

NOW THEREFORE, for and in consideration of the foregoing premises, and of the mutual covenants and stipulations herein set forth, the parties, one with the other, do hereby agree as follows;

1. The **AGENCY** shall provide the **UNIVERSITY** with seventy (70) security guards solely from the **AGENCY**, and to be deployed in coordination with the University Director for Security Services;
2. The **AGENCY** shall provide 24-hour security services in three (3) shifts of eight (8) hours per shift in and around the University's premises for seven (7) days a week including Sundays and holidays during the period of this contract;
3. The **AGENCY** shall protect and safeguard the personnel, properties and installation of the **UNIVERSITY**, as well as maintain peace and order in and around the said premises;
4. The **AGENCY** may be called to provide VIP security to key officers of the **UNIVERSITY** including extension of protection coverage to its guests and visitors;
5. The security guards to be assigned and/or posted by the **AGENCY** to the **UNIVERSITY** shall be uniformed and duly licensed as private security guards in accordance with the applicable and pertinent laws, rules and regulation, and shall be provided by the **AGENCY** with the appropriate tools and equipment necessary and desirable in the performance of their functions, such as sufficient number of licensed firearms and ammunitions appropriate to the place of assignment, hand-held radios, and other equipment like nightsticks, flashlights, first aid kit, whistle, metal detectors at ingress points and bomb reflectors at vehicle entrance gates;
6. The **AGENCY** shall install an additional 8-Channels CCTV surveillance cameras appropriate to the peculiar needs of the University at areas to be determined by the University, including the provision of the required cable network, the required computer systems and accessories; and shall allow authorized **UNIVERSITY** officials to access and use for any legal purpose electronic recordings made by this equipment;
7. To ensure that guarding posts are manned during the time required, the **AGENCY** shall maintain and make available guard relievers and/or replacements when the needs arise, such as, in case of absences. However, in the event of a shortage of relievers, the **AGENCY** shall have the option to extend the working hours of any guard at the premises to cover the post of the absentee. Provided, however, that overtime premium due to any guard who renders overtime work by reason of shortage of relievers shall be paid by the **AGENCY**;
8. There shall be no employer/employee relationship between the **UNIVERSITY** and the guards whom the **AGENCY** may assign to perform the services called for hereunder. On the other hand, the **AGENCY** hereby acknowledges that no authority has been conferred upon it by the **UNIVERSITY** to hire any person on behalf of the **UNIVERSITY** other than that for the purpose for which they are intended, the security guards whom the **AGENCY** may assign to perform the services called for are not in any way or manner connected with or


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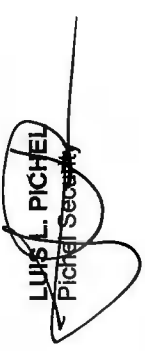

DR. CARLA A. OCHOTORENA
President WMSU

related to the **UNIVERSITY**, and whatever instruction that may be given by the **UNIVERSITY** directly to the **AGENCY's** security guards shall be construed simply as a desire by the **UNIVERSITY** to insure efficient service results;

9. It is expressly understood and agreed between the parties hereto that the persons whom the **AGENCY** may assign to perform services called for are and shall remain the employees of the **AGENCY** only. As such, the **AGENCY** hereby warrants to fully comply with the provisions of the labor laws, as well as with all other applicable laws, rules and regulations;
10. The **AGENCY** shall retain and exercise the sole exclusive and absolute right as employer to select, rotate, reassign, suspend, lay-off, terminate and impose disciplinary actions over the individual watchman/security guards assigned by it to **UNIVERSITY**, Provided, that in selection of security guards to be assigned to the client, the **AGENCY** shall insure that they are of good moral character, with the requisite clearances from the proper authorities, industrious and physically and mentally fit. It is understood that the **AGENCY** shall have the prerogative to select, engage, and discharge of its employees or agents and otherwise direct and control their services, and the determination of wages, salaries and compensation of its employees which shall be in accordance with the New Labor Code, shall be within its sole and full control. Furthermore, the administration, discipline and supervision of the security guards to be assigned by the **AGENCY** under this Agreement shall be vested with and be the sole responsibility of the **AGENCY** as an employer;
11. In order, however, to insure and encourage efficient and dedicated service on the part of the guards, the gross amount due to each Security Guard shall not be lesser than **Php 16,191.73** per month, inclusive of the applicable 13th month pay, 5 days ILP, cost of living allowance, night time differential, uniform allowance and retirement premium in accordance with the detailed Cost Distribution Per Month submitted by the **AGENCY** in the Bid it has tendered. Provided further, that the monthly take home rate per guard shall not be less than the minimum wage rate per Detailed Cost Distribution per month submitted by the **AGENCY**;
12. It is expressly agreed that the **AGENCY** shall not pull out any of its security guards without the proper notification and consent of the **UNIVERSITY** through the Director of the University Security Services with whom the **AGENCY** shall closely coordinate for all the purposes of this contract;
13. The **AGENCY** shall provide the **UNIVERSITY**, on top of the services of seventy (70) security guards, and for its sole account, with the services of one (1) security officer or supervisor for the whole duration of this contract who shall be responsible for all guards on detail at any given time. Provided, that when the circumstances so warrants, the **AGENCY** shall make available the services of at least two (2) officers or personnel, who are Licensed Criminologist, with investigative skills, capacity or experience, who shall prompt investigations of cases of theft, losses, damage to property or violence to persons within the University campus. Provided, further, that an Investigation Report in each such case shall be submitted by the **AGENCY** to the **UNIVERSITY's** President through


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University Accountant


ASSO. PROF. AL-GHANI D. MOHAMMAD
Secretary, University/VM/SU BOR


LUIS L. PICHEL
Pichel Security


DR. CARIA A. OCHOTERANA
President, VM/SU

the **Director** of the University Security Services not later than seven (7) days from the termination thereof;

14. The **AGENCY** shall assume full responsibilities for any loss due to theft, pilferage, robbery, trespass, fire and other destructive acts which the **UNIVERSITY** may suffer during the watch hours of the former's assigned security guards provided that it was established with reasonable certainty that the property or articles allegedly lost were physically present inside the **UNIVERSITY's** secured establishment just before the loss except when damage or loss occurred was due to force majeure or to fortuitous events or to any of the following conditions:

- a.) Where the loss occurred inside a closed building, wherein under normal conditions the guard/s had no access except where it had been proved that the door or any part of the building had been forcibly opened and that said loss is reported to the guard immediately upon discovery;
- b.) Where the property claimed to have been lost or damaged or kept in an open space or storage and where not turned over to the **AGENCY** or its authorized representative or security guard/s assigned for the physical and proper recording;
- c.) Where the items reported were of small size and easily concealed and wherein the **UNIVERSITY** had not expressly required and authorized the searching of all personnel who enter and leave its establishment;
- d.) Where the loss occurred or was discovered within twenty-four (24) hours after departing of a visitor of **UNIVERSITY** whose personal vehicle/s and/or luggage, if any, were not authorized/instructed by **UNIVERSITY** to be searched;

15. The **UNIVERSITY** obligates itself to report in writing to the **AGENCY** the occurrence of any compensable loss or damage to **UNIVERSITY's** properties within seventy-two (72) hours after the occurrence or discovery, otherwise, the **UNIVERSITY** shall be considered to have waived its right to proceed against the **AGENCY** to secure compensation for such loss or damage. The personal effects or properties of individual employees left by them anywhere inside the **UNIVERSITY's** premises are excluded from the coverage of this Agreement. **UNIVERSITY** shall not deduct, pending investigation of the **AGENCY**, any amount from the billing of the latter to the former for any compensable loss or damage. However, once the liability of the **AGENCY** is established, the **UNIVERSITY** may immediately bill the **AGENCY**, without prejudice to the **UNIVERSITY's** right to seize the surety bond mentioned in this agreement, until the loss and/or damage suffered by the **UNIVERSITY** shall have been fully compensated;

16. In the event of a mandatory wage increase prescribed in a new Wage Order, and/or legislated by Congress, this Agreement shall be considered automatically modified insofar as the rate in the preceding paragraph is concerned to reflect the new wage rate to be borne by


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President, WMSU

UNIVERSITY, and the Agreement shall continue to remain in full force and effect;

17. The **AGENCY** shall furnish the **UNIVERSITY** with a Performance Bond in accordance with the provisions of R.A. 9184, and its implementing rules and regulations, said bond to be issued by a suitable and bona fide bonding company acceptable to the **UNIVERSITY**, which shall answer for any lawful claim which the **UNIVERSITY** may have against the **AGENCY** arising out of this Agreement;

18. That overtime pays at the rate provided by law shall be paid, upon the proper billing from the **AGENCY**, to the security guard assigned as close-in security for the University President in all cases where, due to the exigencies of the service, the said security guard is required or suffered to render services beyond eight (8) hours on any day.

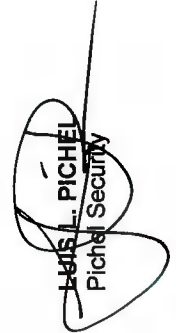
19. The **UNIVERSITY** reserves the right to rescind, terminate or abrogate the agreement with the agency in any of the following instances:

- a.) Gross and willful negligence on the part of the **AGENCY** resulting to material and financial losses to the **UNIVERSITY**;
- b.) When the **AGENCY** has submitted a falsified license as well as other falsified documents and reports;
- c.) When the **AGENCY** has been found to be engaged in activities that are dangerous to public safety and welfare or inimical to the national security;
- d.) Notorious and incessant display or discourteous and rude manners by the **AGENCY's** security guards resulting into conflicts with **UNIVERSITY's** employees or guests in the **UNIVERSITY's** premises;
- e.) When the **AGENCY's** security guards have been found to have substantially not fulfilled its part of the contract;
- f.) When the **AGENCY** is found to be violating any of the provisions of Section 1 of the rules and regulations implementing Republic Act No. 5487, as amended by P.D. 1919; and
- g.) When the **AGENCY** has failed to pay to its security guards the basic monthly pay or any of the monetary or other benefits stipulated in its submitted bid proposal, a copy of which is hereto attached and made an integral part hereof. Provided, that the **UNIVERSITY** reserves the right to require the submission of the monthly payrolls of the guards assigned to it or to investigate any and all allegations of violations of this condition.

20. This agreement shall be for a period of one (1) year effective **August 27, 2024 to August 28, 2025**, and shall be in full force and effect unless sooner terminated by either party. Provided that the **UNIVERSITY** shall have the right to reduce the number of Security Guards without terminating the contract in force, in accordance with any austerity measures which the National Government may implement or if finances and needs for security services warrants. This agreement shall be renewable for a similar period in accordance with the governing rules and regulations at the option of the **UNIVERSITY**.


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Secretary, University/WM/SU BOR



LUIS L. PICHEL
Pichel Security


DR. MA. CARLA A. OCHOTORENA
President, WM/SU


IN WITNESS WHEREOF, we hereunto set our hands this ____ day of _____ 2024 in the City of Zamboanga, Philippines.

WESTERN MINDANAO STATE UNIVERSITY

PICHEL'S SECURITY AND DETECTIVE AGENCY, INC.



DR. MA. CARLA A. OCHOTORENA
President, WMSU



MR. LUIS L. PICHEL
Pichel

Signed in the Presence of:



ASSO PROF. AL-GHAID. MOHAMMAD
Secretary, WMSU & WMSU BOR



CHRISTIANNE DAWN R. SICAT, CPA
University Accountant

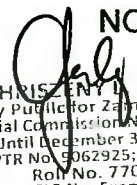
REPUBLIC OF THE PHILIPPINES
CITY OF ZAMBOANGA.) S.S.
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ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Zamboanga, Philippines, on this SEP 10 2024 day of _____ 2024, personally appeared: **DR. MA. CARLA A. OCHOTORENA** with WMSU Employee ID No. 410040 issued at Zamboanga City, and **MR. LUIS L. PICHEL** with ID No. _____ issued at Zamboanga City, on _____, having exhibited their competent evidence of identification, are known to me and to me known to be the same persons who executed the foregoing contract consisting of six (6) pages including this page on which the acknowledgment is written and acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL at the place and date above written.

Doc. No.: 384
Page No. 98
Book No.: 10
Series of 2024


NOTARY PUBLIC
ATTY. CHRIS TENEY D. FERNANDEZ
Notary Public for Zamboanga City
Notarial Commission No. 2023-247
Until December 31, 2025
PTR No. 9062925-1-3-24
Rol No. 77054
MCLE No. Exempted
IBP No. 396795-1-4-2024



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE for GOODS
Normal Road, Baliwasan, Zamboanga City
Telefax.: 062-992-3024
www.wmsu.edu.ph

RESOLUTION for GOODS 199-2024A
RECOMMEND TO THE HOPE THE RENEWAL OF SECURITY
SERVICE OF PICHEL'S SECURITY SERVICES WITH PR NO.
24-04-211

WHEREAS, Security service is essential, indispensable and necessary for the operation of the University as to not disrupt of to ensure the protection of the employees and clients and to safe guard the assets and properties of the University.

WHEREAS, the **Administrative Division**, as the end-user, have undertaken a cost benefit analysis showing the comparative advantage of renewal of the contract to **PICHEL'S SECURITY SERVICES** over the conduct of another procurement, the result of which are hereto attached as part of this resolution;

WHEREAS, this procurement has been certified by the Budget Office with available funds amounting to **SIXTEEN MILLION NINE HUNDRED FIFTY-FOUR THOUSAND ONE HUNDRED SIXTY-TWO AND 56/100 PESOS (PhP.16,954,162.56)** for the renewal of security services for the duration of one year from **August 27, 2024 – August 28, 2025**.

WHEREAS, GPPB resolution 06-2022 in paragraph 5 states, Item 3.3 of the Department of Budget and Management (DBM) National Budget Circular (NBC) No. 5701 defines Regular and Recurring Services as services that are essential, indispensable, or necessary to support the operations of the Procuring Entity (PE) or for the enhancement of the welfare of its personnel, such as: (i) janitorial and security services; (ii) telecommunication requirements; (iii) provision for water; and (iv) rental of office space and equipment; the Bids and Awards Committee under Section 12(j) of R.A. 9184 may recommend to the head of the procuring entity the use of Alternative modes of procurement as provided by law;

WHEREAS, the same guidelines that the renewal of recurring services may be undertaken if the original contract was awarded in accordance with RA 9184 and its Implementing Rules and Regulations.


WHEREFORE, the BIDS AND AWARDS COMMITTEE hereby resolves as it is hereby resolved to recommend to the Head of the Procuring Entity (HOPE) the renewal of contract of **PICHEL'S SECURITY SERVICES** for the duration of one year from **August 27, 2024 – August 28, 2025** with the approved ABC of **SIXTEEN MILLION NINE HUNDRED FIFTY-FOUR THOUSAND EIGHTY-SIX AND 96/100 PESOS (PhP.16,954,086.96)**.

RESOLVED on this **11th** day of **June 2024**, City of Zamboanga, Philippines.


ABIGAIL IRENE B. MARQUEZ
Member


CAROLINA E. TEJERO
Member


ROSALIE T. ARCILLAS
Member


MA. TERESITA J. RODRIGUEZ
Member


JOSELITO D. MADROÑAL, DPA
BAC Chairperson for Goods



PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount																									
1	lot	<p>PROVISION OF SECURITY SERVICES FOR WMSU MAIN CAMPUS Night Shift: 13 guards x 21,237.15 rate/guard x 12 months = 3,313,050.00 Day Shift: 37 guards x 19,818.69 rate/guard x 12 months = 8,799,498.36</p> <table border="1"> <thead> <tr> <th>Campus</th> <th>Day Shift (6 am-2 pm)</th> <th>Mid-Shift (2 pm-10 pm)</th> <th>Night Shift (10 pm-6 am)</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Main Campus</td> <td>11</td> <td>11</td> <td>10</td> <td>32</td> </tr> <tr> <td>San Ramon</td> <td>2</td> <td>3</td> <td>3</td> <td>8</td> </tr> <tr> <td>La Paz</td> <td colspan="3">(Note: 8: 00 A.M. to 5: 00 P.M.)</td> <td>10</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td>50</td> </tr> </tbody> </table> <p>Terms of Reference: The winning bidder/agency shall: 1. Provide Fifty (50) Security Guards, who are duly licensed as private security guards, to the university, consisting of Male -43 and Female 7 (1 female guard to be assigned at San Ramon Campus and 2 female guards must be a Muslim) 2. Secure and safeguard the personnel and properties of WMSU including security service for VIP's when necessary. 3. Maintain peace & order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holidays. 4. The guards assigned in WMSU must not serve double duty or posting with other clients of the agency or with other security agencies. 5. Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus. 6. Provide licensed shotguns with ammunition not lower than the minimum of shotguns in the following areas to serve: Main Campus: 4 San Ramon Campus: 3 La Paz: 10 7. Provide appropriate uniform of the guards assigned in WMSU La Paz Experimental Forest. 8. Should provide documents for the following test per guards: a. Neuro Psychological Test b. Drug Test c. Police/NBI Clearance d. Updated License certificate as private security guard. 5. Shall comply with all Labor standard benefits. PROVISIONS:</p>	Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total	Main Campus	11	11	10	32	San Ramon	2	3	3	8	La Paz	(Note: 8: 00 A.M. to 5: 00 P.M.)			10	Total				50	1	2,112,548.36	12,112,548.36
Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total																										
Main Campus	11	11	10	32																										
San Ramon	2	3	3	8																										
La Paz	(Note: 8: 00 A.M. to 5: 00 P.M.)			10																										
Total				50																										

8.50

Purpose / Remarks	Total	12,112,548.36
	Fund	

REVIEWED BY		FUNDS AVAILABLE	
Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	Signature Printed Name Designation Date	 SUZETTE G. DUCANES BUDGET OFFICER III
APPROVED BY			
Signature Printed Name Designation Date	 MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT		

Legend:
 = Evaluated



PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount
		1. Six (6) handheld metal detector (per shift) a. 1 unit at Gate 1 (Gym) b. 1 unit at Gate 3 (Main Gate) c. 1 unit at Gate 5 (Elem.) d. 1 unit at Gate 6 (High School/CSM) e. 1 unit at Gate 7 (College of Medicine) f. 1 unit at San Ramon Campus 2. Four (4) mirrors to check vehicle under chassis (per shift) a. 2 units at Gate 1 (Gym) b. 1 unit at Gate 7 (College of Medicine) c. 1 unit at San Ramon Campus 3. Three (3) System (12 Channels) HD CCTV surveillance cameras (24/7) with monitor and DVD recorder (8 for Main Campus and 4 for San Ramon Campus). Main Campus a. 1 channel at Gate 1(Gym) b. 1 channel outside Gate 1 c. 1 channel at Gate 2 (Near the College of Teacher Education) d. 1 channel at Gate 3 (Main Gate) e. 1 channel Inside Gymnasium f. 1 channel Parking area Infront VPAA g. 1 channel Infront Admin. Bldg. h. 1 channel inside Security Services Office San Ramon Campus a. 1 channel Main Gate b. 1 channel Dean's Office at Admin Bldg. c. 2 channels at the Back area Tissue Culture Bldg. 4. Seventeen (17) licensed shotguns with ammunitions (per shift) a. 4 units Main Campus b. 3 units San Ramon Campus c. 10 units La Paz Campus 5. Ten (10) handheld radios (per shift) should be compatible with WMSU frequency (UHF) a. 6 units for Main Campus b. 4 units for San Ramon Campus 6. Other equipment like nightstick, flashlight, first aid kit with content, whistle, and rain coat (per guard).			

Purpose / Remarks	Total	12,112,548.36
	Fund	

REVIEWED BY		FUNDS AVAILABLE	
Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	Signature Printed Name Designation Date	 SUZETTE G. DUCANES BUDGET OFFICER III

APPROVED BY	
Signature Printed Name Designation Date	 MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT

Legend:
 = Evaluated



PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount																																																																	
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Purpose / Remarks	Total	16,954,162.56
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Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	Signature Printed Name Designation Date	 SUZETTE G. DUCANES BUDGET OFFICER III
APPROVED BY			
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Legend:
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PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount
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Purpose / Remarks	Total	16,954,162.56
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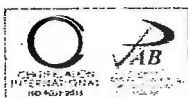
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Purpose / Remarks	Total	12,112,548.36
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PURCHASE REQUEST

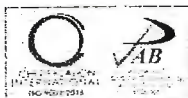
Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount
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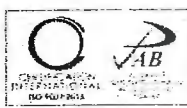
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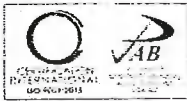
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2	lot	<p>PROVISION OF SECURITY SERVICES FOR WMSU EXTERNAL STUDIES UNIT (ESU)</p> <p>Night Shift: 5 guards x 21,237.50 rate/guard x 12 months = 1,274,250.00</p> <p>Day Shift: 15 guards x 19,818.69 rate/guard x 12 months =3,567,364.20</p> <p>Terms of Reference: The winning bidder/agency shall:</p> <ol style="list-style-type: none"> Provide 20 Male Security Guards, who are duly licensed as private security guards, to the university who will be deployed at the following campus: <table border="1"> <thead> <tr> <th>Campus</th> <th>Day Shift (6 am-2 pm)</th> <th>Mid-Shift (2 pm-10 pm)</th> <th>Night Shift (10 pm-6 am)</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>Alicia</td><td>1</td><td>1</td><td></td><td>2</td></tr> <tr><td>Diplahan</td><td>1</td><td>1</td><td>1</td><td>3</td></tr> <tr><td>Imelda</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Ipil</td><td>1</td><td>1</td><td>1</td><td>3</td></tr> <tr><td>Mabuhay</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Naga</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Olutanga</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Pagadian</td><td>1</td><td></td><td>1</td><td>2</td></tr> <tr><td>Siay</td><td>1</td><td></td><td>1</td><td>2</td></tr> <tr><td>Tungawan</td><td></td><td>1</td><td>1</td><td>2</td></tr> <tr><td>Molave</td><td>1</td><td>1</td><td></td><td>2</td></tr> <tr><td>Total</td><td></td><td></td><td></td><td>20</td></tr> </tbody> </table> <ol style="list-style-type: none"> Secure and safeguard the personnel and properties of WMSU-ESU including security service for VIP's when necessary. Maintain peace and order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holidays. The guards assigned in WMSU-ESU must not serve double duty or posting with other clients of the agency or with other security agencies. Employ at least two (1) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus. Provide 12 licensed short firearms with ammunition to be deployed to the following areas to serve: ALICIA, DIPLAHAN, IMELDA, IPIL, MABUHAY, NAGA, OLUTANGA, PAGADIAN, SIAY, TUNGAWAN and MOLAVE. Provide the uniforms of the guards, at least two (2) sets for the guards assigned in WMSU-ESU Campus. Shall comply with all Labor standard benefits. Provide 12 licensed short firearms with ammunition to be 	Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total	Alicia	1	1		2	Diplahan	1	1	1	3	Imelda		1		1	Ipil	1	1	1	3	Mabuhay		1		1	Naga		1		1	Olutanga		1		1	Pagadian	1		1	2	Siay	1		1	2	Tungawan		1	1	2	Molave	1	1		2	Total				20	1	4,841,614.20	4,841,614.20
Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total																																																																		
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Total				20																																																																		

Purpose / Remarks	Total	16,954,162.56
	Fund	

REVIEWED BY		FUNDS AVAILABLE	
Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	Signature Printed Name Designation Date	 SUZETTE G. DUCANES BUDGET OFFICER III
APPROVED BY			
Signature Printed Name Designation Date	 MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT		

Legend:
 = Evaluated



PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	4/29/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount
		<p>deployed to the following areas to serve: ALICIA, DIPLAHAN, IMELDA, IPIL, MABUHAY, NAGA, OLUTANGA, PAGADIAN, SIAY, TUNGAWAN and MOLAVE.</p> <p>10. Provide 12 licensed short firearms with ammunition to be deployed to the following areas to serve: ALICIA, DIPLAHAN, IMELDA, IPIL, MABUHAY, NAGA, OLUTANGA, PAGADIAN, SIAY, TUNGAWAN and MOLAVE.</p> <p>11. Provide the uniforms of the guards, at least two (2) sets for the guards assigned in WMSU-ESU Campus.8</p> <p>12. Shall comply with all Labor standard benefits.</p> <p>PROVISIONS:</p> <p>1. One (1) handheld metal detector (per shift) per campus.</p> <p>2. One (1) mirror to check vehicle under chassis (per shift) per campus.</p> <p>3. Twelve (12) licensed shorts firearms. One (1) firearms/campus.</p> <p>4. Two (2) units Handheld for the Guard and the WMSU-ESU coordinator for each campus.</p> <p>5. Other equipment like nightstick, flashlight, first aid kit, whistle (per guard) and rain coat.</p>			

Purpose / Remarks	Total	16,954,162.56
	Fund	

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Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	Signature Printed Name Designation Date	 SUZETTE G. DUCANES BUDGET OFFICER III
APPROVED BY			
Signature Printed Name Designation Date	 MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT		

Legend:
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PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	29/04/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount																									
1	lot	PROVISION OF SECURITY SERVICES FOR WMSU MAIN CAMPUS Night Shift: 13 guards x 21,237.15 rate/guard x 12 months = 3,313,050.00 Day Shift: 37 guards x 19,818.69 rate/guard x 12 months =8,799,498.36 <table border="1"> <tr> <td>Campus</td> <td>Day Shift (6 am-2 pm)</td> <td>Mid-Shift (2 pm-10 pm)</td> <td>Night Shift (10 pm-6 am)</td> <td>Total</td> </tr> <tr> <td>Main Campus</td> <td>11</td> <td>11</td> <td>10</td> <td>32</td> </tr> <tr> <td>San Ramon</td> <td>2</td> <td>3</td> <td>3</td> <td>8</td> </tr> <tr> <td>La Paz</td> <td colspan="3">(Note: 8: 00 A.M. to 5: 00 P.M.)</td> <td>10</td> </tr> <tr> <td>Total</td> <td colspan="3"></td> <td>50</td> </tr> </table> Terms of Reference: The winning bidder/agency shall: 1. Provide Fifty (50) Security Guards, who are duly licensed as private security guards, to the university, consisting of Male -43 and Female 7 (1 female guard to be assigned at San Ramon Campus and 2 female guards must be a Muslim) 2. Secure and safeguard the personnel and properties of WMSU including security service for VIP's when necessary. 3. Maintain peace & order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holidays. 4. The guards assigned in WMSU must not serve double duty or posting with other clients of the agency or with other security agencies. 5. Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus. 6. Provide licensed shotguns with ammunition not lower than the minimum of shotguns in the following areas to serve: Main Campus: 4 San Ramon Campus: 3 La Paz: 10 7. Provide appropriate uniform of the guards assigned in WMSU La Paz Experimental Forest. 8. Should provide documents for the following test per guards: a. Neuro Psychological Test b. Drug Test c. Police/NBI Clearance d. Updated License certificate as private security guard. 5. Shall comply with all Labor standard benefits. PROVISIONS: 1. Six (6) handheld metal detector (per shift)	Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total	Main Campus	11	11	10	32	San Ramon	2	3	3	8	La Paz	(Note: 8: 00 A.M. to 5: 00 P.M.)			10	Total				50	1	2,112,548.36	12,112,548.36
Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total																										
Main Campus	11	11	10	32																										
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Total				50																										

Western Mindanao State University
 Zamboanga City
 BIDS AND AWARDS COMMITTEE
 Received by: *[Signature]*
 Date & Time: 02 SEP 2024 4:10

Purpose / Remarks	Total	12,112,548.36
	Fund	

REVIEWED BY		FUNDS AVAILABLE	
Signature Printed Name Designation Date	<i>[Signature]</i> MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	<i>[Signature]</i> SUZETTE G. DUCANES BUDGET OFFICER III r	
APPROVED BY			
Signature Printed Name Designation Date	<i>[Signature]</i> MA. CARLA A. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT		

Legend:
 = Evaluated



PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	29/04/2024
Section	ADMINISTRATION	SAI No		Date	

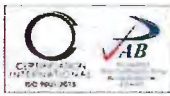
Item No	Unit	Item Name	Qty	Unit Cost	Amount
		a. 1 unit at Gate 1 (Gym) b. 1 unit at Gate 3 (Main Gate) c. 1 unit at Gate 5 (Elem.) d. 1 unit at Gate 6 (High School/CSM) e. 1 unit at Gate 7 (College of Medicine) f. 1 unit at San Ramon Campus 2. Four (4) mirrors to check vehicle under chassis (per shift) a. 2 units at Gate 1 (Gym) b. 1 unit at Gate 7 (College of Medicine) c. 1 unit at San Ramon Campus 3. Three (3) System (12 Channels) HD CCTV surveillance cameras (24/7) with monitor and DVD recorder (8 for Main Campus and 4 for San Ramon Campus). Main Campus a. 1 channel at Gate 1(Gym) b. 1 channel outside Gate 1 c. 1 channel at Gate 2 (Near the College of Teacher Education) d. 1 channel at Gate 3 (Main Gate) e. 1 channel Inside Gymnasium f. 1 channel Parking area Infront VPAA g. 1 channel Infront Admin. Bldg. h. 1 channel inside Security Services Office San Ramon Campus a. 1 channel Main Gate b. 1 channel Dean's Office at Admin Bldg. c. 2 channels at the Back area Tissue Culture Bldg. 4. Seventeen (17) licensed shotguns with ammunitions (per shift) a. 4 units Main Campus b. 3 units San Ramon Campus c. 10 units La Paz Campus 5. Ten (10) handheld radios (per shift) should be compatible with WMSU frequency (UHF) a. 6 units for Main Campus b. 4 units for San Ramon Campus 6. Other equipment like nightstick, flashlight, first aid kit with content, whistle, and rain coat (per guard).			

Western Mindanao State University
 Zamboanga City
BIDS AND AWARDS COMMITTEE
 Received by:
 Date & Time: 02 SEP 2024

Purpose / Remarks	Total	12,112,548.36
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REVIEWED BY		FUNDS AVAILABLE	
Signature Printed Name Designation Date	 MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	 SUZETTE G. DUCANES BUDGET OFFICER III	
APPROVED BY			
Signature Printed Name Designation Date	 MA. CARLAA. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT		

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PURCHASE REQUEST

Department	ADMINISTRATION	PR No	24-04-211	Date	29/04/2024
Section	ADMINISTRATION	SAI No		Date	

Item No	Unit	Item Name	Qty	Unit Cost	Amount																																																																	
2	lot	<p>PROVISION OF SECURITY SERVICES FOR WMSU EXTERNAL STUDIES UNIT (ESU) Night Shift: 5 guards x 21,237.50 rate/guard x 12 months = 1,274,250.00 Day Shift: 15 guards x 19,818.69 rate/guard x 12 months =3,567,364.20</p> <p>Terms of Reference: The winning bidder/agency shall: 1. Provide 20 Male Security Guards, who are duly licensed as private security guards, to the university who will be deployed at the following campus:</p> <table border="1"> <thead> <tr> <th>Campus</th> <th>Day Shift (6 am-2 pm)</th> <th>Mid-Shift (2 pm-10 pm)</th> <th>Night Shift (10 pm-6 am)</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>Alicia</td><td>1</td><td>1</td><td></td><td>2</td></tr> <tr><td>Diplahan</td><td>1</td><td>1</td><td>1</td><td>3</td></tr> <tr><td>Imelda</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Ipil</td><td>1</td><td>1</td><td>1</td><td>3</td></tr> <tr><td>Mabuhay</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Naga</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Olutanga</td><td></td><td>1</td><td></td><td>1</td></tr> <tr><td>Pagadian</td><td>1</td><td></td><td>1</td><td>2</td></tr> <tr><td>Siay</td><td>1</td><td></td><td>1</td><td>2</td></tr> <tr><td>Tungawan</td><td></td><td>1</td><td>1</td><td>2</td></tr> <tr><td>Molave</td><td>1</td><td>1</td><td></td><td>2</td></tr> <tr><td>Total</td><td></td><td></td><td></td><td>20</td></tr> </tbody> </table> <p>2. Secure and safeguard the personnel and properties of WMSU-ESU including security service for VIP's when necessary. 3. Maintain peace and order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holidays. 4. The guards assigned in WMSU-ESU must not serve double duty or posting with other clients of the agency or with other security agencies. 5. Employ at least two (1) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus. 6. Provide 12 licensed short firearms with ammunition to be deployed to the following areas to serve: ALICIA, DIPLAHAN, IMELDA, IPIL, MABUHAY, NAGA, OLUTANGA, PAGADIAN, SIAY, TUNGAWAN and MOLAVE. 7. Provide the uniforms of the guards, at least two (2) sets for the guards assigned in WMSU-ESU Campus. 8. Shall comply with all Labor standard benefits. 9. Provide 12 licensed short firearms with ammunition to be deployed to the following areas to serve: ALICIA, DIPLAHAN,</p>	Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total	Alicia	1	1		2	Diplahan	1	1	1	3	Imelda		1		1	Ipil	1	1	1	3	Mabuhay		1		1	Naga		1		1	Olutanga		1		1	Pagadian	1		1	2	Siay	1		1	2	Tungawan		1	1	2	Molave	1	1		2	Total				20	1	4,841,614.20	4,841,614.20
Campus	Day Shift (6 am-2 pm)	Mid-Shift (2 pm-10 pm)	Night Shift (10 pm-6 am)	Total																																																																		
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Total				20																																																																		

Western Mindanao State University
 Zamboanga City
BIDS AND AWARDS COMMITTEE
 Received by: *[Signature]*
 Date & Time: 02/SEP/2024

Purpose / Remarks	Total	16,954,162.56
	Fund	

REVIEWED BY		FUNDS AVAILABLE
Signature Printed Name Designation Date	<i>[Signature]</i> MARK ANTHONY V. ALMEDA UNIVERSITY PROCUREMENT OFFICER	<i>[Signature]</i> SUZETTE G. DUCANES BUDGET OFFICER III *
APPROVED BY		
Signature Printed Name Designation Date	<i>[Signature]</i> MA. CARLAA. OCHOTORENA, R.N., Ph.D. UNIVERSITY PRESIDENT	

Legend:
 = Evaluated

CONTRACT FOR SECURITY SERVICES
(August 01, 2023 to August 1, 2024)

KNOW ALL MEN BY THESE PRESENTS:

This contract made and entered into the City of Zamboanga, Philippines, by and between:

WESTERN MINDANAO STATE UNIVERSITY, a state educational institution of higher learning, duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office address at Normal Road, Baliwasan, Zamboanga City, Philippines, herein represented by its President, **DR. MA. CARLA A. OCHOTORENA**, of legal age, Filipino, married and with residence at Zamboanga City, hereinafter referred to as the "**UNIVERSITY**";

- and -

PICHEL'S SECURITY AND DETECTIVE AGENCY, INC., a business entity duly organized and authorized to operate under and by virtue of the laws of the Republic of the Philippines, with address at Estrade Street, Tetuan, Zamboanga City, Philippines, herein represented by its President, **SALVADOR S. PICHEL**, hereinafter referred to as the **AGENCY**.

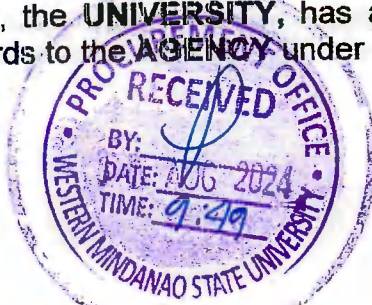
WITNESSETH, That:

WHEREAS, the **UNIVERSITY** is desirous to engage the services of at least seventy (70) security guards through a private security agency under a one (1) year contract for the purpose of protecting its properties against theft, pilferage, robbery, trespass, fire and other destructive acts or causes, as well as maintain peace and order in and around its premises;

WHEREAS, the **UNIVERSITY** has undertaken a regular public bidding process in accordance with the provisions of the Republic Act 9184 and the rules and regulations promulgated thereunder, for the procurement of security services with an Approved Budget for the Contract (ABC) in the sum of **FIFTEEN MILLION FIVE HUNDRED EIGHTY-EIGHT THOUSAND FIVE HUNDRED EIGHTY-TWO AND SEVENTY-TWO CENTAVOS (Php. 15,588,582.72)** Only;

WHEREAS, after observance of the rules and regulations under R.A. 9184, the **AGENCY** has tendered an offer to provide the services of seventy (70) security guards for a total bid amount of **FIFTEEN MILLION FIVE HUNDRED EIGHTY-EIGHT THOUSAND FIVE HUNDRED EIGHTY-TWO AND SEVENTY-TWO CENTAVOS (Php. 15,588,582.72)** for a period of one (1) year, and said offer had been determined to be the Lowest Calculated and Responsive Bid (LCRB);

WHEREAS, upon the recommendation of **UNIVERSITY's** Bids and Awards Committee per BAC Resolution 130-2023 dated May 29, 2023 and with the confirmation of the WMSU Board of Regents under BOR Resolution No. 78 series 2023 dated July 25, 2023 (copy of both resolutions are hereto attached as Annexes "A" and "B" respectively), the **UNIVERSITY**, has awarded the procurement of seventy (70) security guards to the **AGENCY** under a one (1) year contract;



CHRISTIANNE DAWN R. SICAT, CPA
OIC-University Accountant

ASSOC. PROF. ALGHANIZ MOHAMMAD
Secretary, University/WMSU-BOR

SALVADOR S. PICHEL
President, Pichel Security

DR. CARLA A. OCHOTORENA
President, WMSU

NOW THEREFORE, for and in consideration of the foregoing premises, and of the mutual covenants and stipulations herein set forth, the parties, one with the other, do hereby agree as follows;

1. The **AGENCY** shall provide the **UNIVERSITY** with seventy (70) security guards solely from the **AGENCY**, and to be deployed in coordination with the University Director for Security Services;
2. The **AGENCY** shall provide 24-hour security services in three (3) shifts of eight (8) hours per shift in and around the University's premises for seven (7) days a week including Sundays and holidays during the period of this contract;
3. The **AGENCY** shall protect and safeguard the personnel, properties and installation of the **UNIVERSITY**, as well as maintain peace and order in and around the said premises;
4. The **AGENCY** may be called to provide VIP security to key officers of the **UNIVERSITY** including extension of protection coverage to its guests and visitors;
5. The security guards to be assigned and/or posted by the **AGENCY** to the **UNIVERSITY** shall be uniformed and duly licensed as private security guards in accordance with the applicable and pertinent laws, rules and regulation, and shall be provided by the **AGENCY** with the appropriate tools and equipment necessary and desirable in the performance of their functions, such as sufficient number of licensed firearms and ammunitions appropriate to the place of assignment, hand-held radios, and other equipment like nightsticks, flashlights, first-aid kit, whistle, metal detectors at ingress points and bomb reflectors at vehicle entrance gates;
6. The **AGENCY** shall install an additional 8-Channels CCTV surveillance cameras appropriate to the peculiar needs of the University at areas to be determined by the University, including the provision of the required cable network, the required computer systems and accessories; and shall allow authorized **UNIVERSITY** officials to access and use for any legal purpose electronic recordings made by this equipment;
7. To ensure that guarding posts are manned during the time required, the **AGENCY** shall maintain and make available guard relievers and/or replacements when the needs arise, such as, in case of absences. However, in the event of a shortage of relievers, the **AGENCY** shall have the option to extend the working hours of any guard at the premises to cover the post of the absentee. Provided, however, that overtime premium due to any guard who renders overtime work by reason of shortage of relievers shall be paid by the **AGENCY**;
8. There shall be no employer/employee relationship between the **UNIVERSITY** and the guards whom the **AGENCY** may assign to perform the services called for hereunder. On the other hand, the **AGENCY** hereby acknowledges that no authority has been conferred upon it by the **UNIVERSITY** to hire any person on behalf of the **UNIVERSITY** other than that for the purpose for which they are intended, the security guards whom the **AGENCY** may assign to perform the services called for are not in any way or manner connected with or

CHRISTIANNE DAWN R. SICAT, CPA
OIC-University Accountant

ASSO PROF. AL-OFANIL D. MOHAMMAD
Secretary University WMSU BOR

SALVADOR S. PICHEL
President, Pichels Security

DR. CARLA A. OCHOTORENA
President WMSU

related to the **UNIVERSITY**, and whatever instruction that may be given by the **UNIVERSITY** directly to the **AGENCY's** security guards shall be construed simply as a desire by the **UNIVERSITY** to insure efficient service results;

9. It is expressly understood and agreed between the parties hereto that the persons whom the **AGENCY** may assign to perform services called for are and shall remain the employees of the **AGENCY** only. As such, the **AGENCY** hereby warrants to fully comply with the provisions of the labor laws, as well as with all other applicable laws, rules and regulations;
10. The **AGENCY** shall retain and exercise the sole exclusive and absolute right as employer to select, rotate, reassign, suspend, lay-off, terminate and impose disciplinary actions over the individual watchman/security guards assigned by it to **UNIVERSITY**, Provided, that in selection of security guards to be assigned to the client, the **AGENCY** shall insure that they are of good moral character, with the requisite clearances from the proper authorities, industrious and physically and mentally fit. It is understood that the **AGENCY** shall have the prerogative to select, engage, and discharge of its employees or agents and otherwise direct and control their services, and the determination of wages, salaries and compensation of its employees which shall be in accordance with the New Labor Code, shall be within its sole and full control. Furthermore, the administration, discipline and supervision of the security guards to be assigned by the **AGENCY** under this Agreement shall be vested with and be the sole responsibility of the **AGENCY** as an employer;
11. In order, however, to insure and encourage efficient and dedicated service on the part of the guards, the gross amount due to each Security Guard shall not be lesser than Php 14,516.00 per month, inclusive of the applicable 13th month pay, 5 days ILP, cost of living allowance, night time differential, uniform allowance and retirement premium in accordance with the detailed Cost Distribution Per Month submitted by the **AGENCY** in the Bid it has tendered. Provided further, that the monthly take home rate per guard shall not be less than the minimum wage rate per Detailed Cost Distribution per month submitted by the **AGENCY**;
12. It is expressly agreed that the **AGENCY** shall not pull out any of its security guards without the proper notification and consent of the **UNIVERSITY** through the Director of the University Security Services with whom the **AGENCY** shall closely coordinate for all the purposes of this contract;
13. The **AGENCY** shall provide the **UNIVERSITY**, on top of the services of seventy (70) security guards, and for its sole account, with the services of one (1) security officer or supervisor for the whole duration of this contract who shall be responsible for all guards on detail at any given time. Provided, that when the circumstances so warrants, the **AGENCY** shall make available the services of at least two (2) officers or personnel, who are Licensed Criminologist, with investigative skills, capacity or experience, who shall prompt investigations of cases of theft, losses, damage to property or violence to persons within the University campus. Provided, further, that an Investigation Report in each such case shall be submitted by the **AGENCY** to the **UNIVERSITY's** President through

CHRISTIANNE DAWN R. SICAT, CPA
OIC-University Accountant

ASST. PROF. AL-GHANI D. MOHAMMAD
Secretary, University WMSU ROTR

SALVADOR S. PICHEL
President, Pichel Security

DR. CARLA A. OCHOTERANA
President WMSU

the Director of the University Security Services not later than seven (7) days from the termination thereof;

14. The **AGENCY** shall assume full responsibilities for any loss due to theft, pilferage, robbery, trespass, fire and other destructive acts which the **UNIVERSITY** may suffer during the watch hours of the former's assigned security guards provided that it was established with reasonable certainty that the property or articles allegedly lost were physically present inside the **UNIVERSITY's** secured establishment just before the loss except when damage or loss occurred was due to force majeure or to fortuitous events or to any of the following conditions:

- a.) Where the loss occurred inside a closed building, wherein under normal conditions the guard/s had no access except where it had been proved that the door or any part of the building had been forcibly opened and that said loss is reported to the guard immediately upon discovery;
- b.) Where the property claimed to have been lost or damaged or kept in an open space or storage and where not turned over to the **AGENCY** or its authorized representative or security guard/s assigned for the physical and proper recording;
- c.) Where the items reported were of small size and easily concealed and wherein the **UNIVERSITY** had not expressly required and authorized the searching of all personnel who enter and leave its establishment;
- d.) Where the loss occurred or was discovered within twenty-four (24) hours after departing of a visitor of **UNIVERSITY** whose personal vehicle/s and/or luggage, if any, were not authorized/instructed by **UNIVERSITY** to be searched;

15. The **UNIVERSITY** obligates itself to report in writing to the **AGENCY** the occurrence of any compensable loss or damage to **UNIVERSITY's** properties within seventy-two (72) hours after the occurrence or discovery, otherwise, the **UNIVERSITY** shall be considered to have waived its right to proceed against the **AGENCY** to secure compensation for such loss or damage. The personal effects or properties of individual employees left by them anywhere inside the **UNIVERSITY's** premises are excluded from the coverage of this Agreement. **UNIVERSITY** shall not deduct, pending investigation of the **AGENCY**, any amount from the billing of the latter to the former for any compensable loss or damage. However, once the liability of the **AGENCY** is established, the **UNIVERSITY** may immediately bill the **AGENCY**, without prejudice to the **UNIVERSITY's** right to seize the surety bond mentioned in this agreement, until the loss and/or damage suffered by the **UNIVERSITY** shall have been fully compensated;

16. In the event of a mandatory wage increase prescribed in a new Wage Order, and/or legislated by Congress, this Agreement shall be considered automatically modified insofar as the rate in the preceding paragraph is concerned to reflect the new wage rate to be borne by

CHRISTIANNE DAWN R. SICAT, CPA
OIC-University Accountant

ASSOC. PROF. AL-CELANO D. MOHAMMAD
Secretary, University/WMSU BOR

SALVADOR S. PICHET
President, Pichet Security

DR. GABRIELA A. OCHOTORENA
President WMSU

UNIVERSITY, and the Agreement shall continue to remain in full force and effect;

17. The **AGENCY** shall furnish the **UNIVERSITY** with a Performance Bond in accordance with the provisions of R.A. 9184, and its implementing rules and regulations, said bond to be issued by a suitable and bona fide bonding company acceptable to the **UNIVERSITY**, which shall answer for any lawful claim which the **UNIVERSITY** may have against the **AGENCY** arising out of this Agreement;

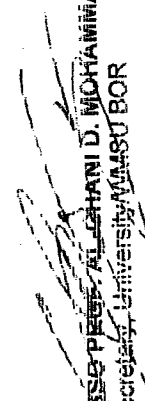
18. That overtime pay at the rate provided by law shall be paid, upon the proper billing from the **AGENCY**, to the security guard assigned as close-in security for the University President in all cases where, due to the exigencies of the service, the said security guard is required or suffered to render services beyond eight (8) hours on any day.

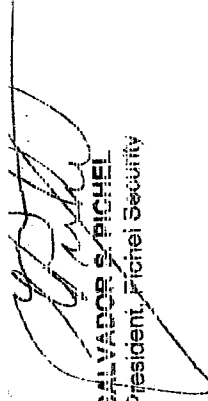
19. The **UNIVERSITY** reserves the right to rescind, terminate or abrogate the agreement with the agency in any of the following instances:


- a.) Gross and wilful negligence on the part of the **AGENCY** resulting to material and financial losses to the **UNIVERSITY**;
- b.) When the **AGENCY** has submitted a falsified license as well as other falsified documents and reports;
- c.) When the **AGENCY** has been found to be engaged in activities that are dangerous to public safety and welfare or inimical to the national security;
- d.) Notorious and incessant display or discourteous and rude manners by the **AGENCY's** security guards resulting into conflicts with **UNIVERSITY's** employees or guests in the **UNIVERSITY's** premises;
- e.) When the **AGENCY's** security guards has been found to have substantially not fulfilled its part of the contract;
- f.) When the **AGENCY** is found to be violating any of the provisions of Section 1 of the rules and regulations implementing Republic Act No. 5487, as amended by P.D. 1919; and
- g.) When the **AGENCY** has failed to pay to its security guards the basic monthly pay or any of the monetary or other benefits stipulated in its submitted bid proposal, a copy of which is hereto attached and made an integral part hereof. Provided, that the **UNIVERSITY** reserves the right to require the submission of the monthly payrolls of the guards assigned to it or to investigate any and all allegations of violations of this condition.

20. This agreement shall be for a period of one (1) year effective **August 1, 2023 to August 1, 2024**, and shall be in full force and effect unless sooner terminated by either party. Provided that the **UNIVERSITY** shall have the right to reduce the number of Security Guards without terminating the contract in force, in accordance with any austerity measures which the National Government may implement or if finances and needs for security services warrants. This agreement shall be renewable for a similar period in accordance with the governing rules and regulations at the option of the **UNIVERSITY**.


CHRISTIANNE DAVIN R. BICAT, CPA
OIC-University Accountant


ASST. PRES. AL-SHANI D. MOHAMMAD
Secretary, University WMSU BOR



SALVADOR S. PICHEL
President, Pichel Security


DR. MA. DARLA A. OCHOTORENA
President, WMSU I

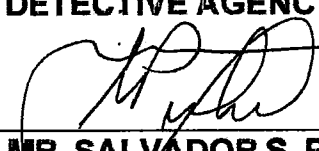
IN WITNESS WHEREOF, we hereunto set our hands this ____ day of _____ 2023 in the City of Zamboanga, Philippines.

WESTERN MINDANAO STATE UNIVERSITY

PICHEL'S SECURITY AND DETECTIVE AGENCY, INC.



DR. MA. CARLA A. OCHOTORENA
University President

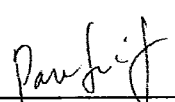


MR. SALVADOR S. PICHEL
President

Signed in the Presence of:



ASSO PROF. AL GHANI D. MOHAMMAD
Secretary, WMSU & WMSU BOR



CHRISTIANNE DAWN R. SICAT, CPA
OIC-University Accountant

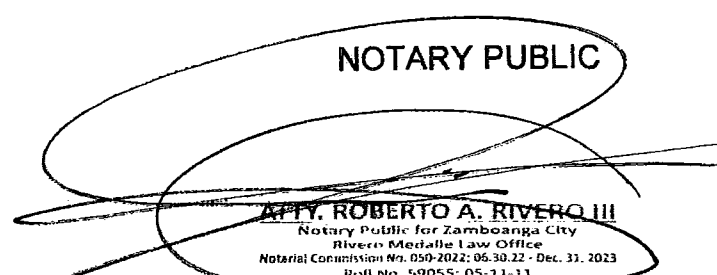
REPUBLIC OF THE PHILIPPINES
CITY OF ZAMBOANGA.) S.S.
X----- X

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of Zamboanga, Philippines, on this ____ day of _____ 2023, personally appeared: **DR. MA. CARLA A. OCHOTORENA** with WMSU Employee ID No. 410040 issued at Zamboanga City, and **MR. SALVADOR S. PICHEL** with ID No. _____ issued at Zamboanga City, on _____, having exhibited their competent evidence of identification, are known to me and to me known to be the same persons who executed the foregoing contract consisting of six (6) pages including this page on which the acknowledgment is written and acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL at the place and date above written.

Doc. No.: 011
Page No. 004
Book No.: 43
Series of 2023

NOTARY PUBLIC


ATTY. ROBERTO A. RIVERO III
Notary Public for Zamboanga City
Rivero Medalla Law Office
Notarial Commission No. 050-2022; 05.30.22 - Dec. 31, 2023
Roll No. 59055; 05-11-11
IBP No. 278090; 01.09.23
PTR No. 2527896; 12.28.22; Z.C.
MCLE Compliance No. VII-0024825; 12-15-22; Pasig City
Valid until April 14, 2025

LABOR AND WAGES RELATED RIGHTS

	DAY SHIFT	NIGHT SHIFT
A. AMOUNTS PAYABLE TO GUARD		
1. Applicable Daily Rate (ADR)	381.00	381.00
2. ADR x 396.5/12	12,588.88	12,588.88
3. 13th Month Pay (ADR x No. of Days/12/12)	965.73	965.73
4. Night Shift Differential Pay	158.75	158.75
5. Service Incentive Leave Pay (ADRx5/12)	714.38	714.38
6. Retirement Benefits per RA 7651 (ADRx2.5/12)	14,808.73	15,876.36
TOTAL AMOUNT DUE TO GUARD		
B. EMPLOYER'S CONTRIBUTION TO GOVT. IN FAVOR OF GUARD		
1. SSS Contribution (New SSS Contribution at 9.5% effective January 2023 as per RA No. 11199)	1,092.50	1,092.50
2. Phil. Health (2.25% of Basic Monthly Salary as per PhilHealth Circular No. 2019-0009)	260.95	260.95
3. State Insurance Fund	10.00	10.00
4. Pag-Ibig Contribution per RA 9679 (2% of Basic Monthly Salary)	296.17	317.53
TOTAL	16,117.36	17,206.35
C. TOTAL AMOUNT PAYABLE TO GUARD AND GOVT (A+B)	3,223.47	3,441.27
D. AGENCY'S ADMINISTRATIVE OVERHEAD MARGIN (20%)	19,340.84	20,647.62
E. BASIC CONTRACT RATE (C+D)	386.82	412.95
F. VAT (12%) of D		
G. MINIMUM CONTRACT RATE PER GUARD (E+F)		
ROUNDED TO		



Republic of the Philippines
WESTERN MINDANAO STATE UNIVERSITY
 Office of the University and Board Secretary
 Normal Road, Baliwasan, Zamboanga City 7000
 Tel. No. (062) 993-5857 Fax No. (062) 955-3065



EXCERPTS FROM THE MINUTES OF THE 204TH REGULAR BOARD MEETING (2ND QUARTER REGULAR BOARD MEETING, C.Y. 2024) OF THE WESTERN MINDANAO STATE UNIVERSITY BOARD OF REGENTS HELD AT THE COLLEGE OF HOME ECONOMICS FUNCTION ROOM, WESTERN MINDANAO STATE UNIVERSITY, NORMAL ROAD, BALIWASAN, ZAMBOANGA CITY, ON JUNE 27, 2024, 10:00A.M.

RESOLUTION NO. 70
 Series of 2024

A RESOLUTION APPROVING THE PROPOSED RENEWAL OF CONTRACT FOR PICHEL'S SECURITY SERVICES

WHEREAS, Western Mindanao State University (WMSU) requires reliable security services to ensure the safety and security of its students, faculty, staff, and facilities;

WHEREAS, Pichel's Security Services has been providing satisfactory security services to the University under the existing contract that is due for renewal;

WHEREAS, the performance of Pichel's Security Services has been reviewed and assessed as consistently meeting the security needs and expectations of the University;

WHEREAS, it is in the best interest of the University to continue the partnership with Pichel's Security Services to maintain a secure environment within the University premises;

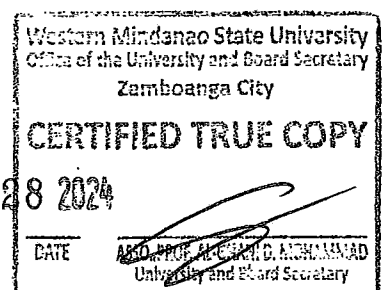
WHEREAS, the terms and conditions of the renewed contract have been reviewed by the Office of the University Legal Officer and found to be favorable and in accordance with the requirements of the University;

WHEREAS, the Board of Regents has deliberated the "*Proposed Renewal of Contract for Pichel's Security Services*" as discussed in "*Financia/Fiscal Matters*" of the Agenda Folder with Attachments found in "*Annex P*" as part and parcel of this resolution;

NOW, THEREFORE, upon motion of Regent Martin A. Wee and duly seconded by Regent Inocente P. Locson, **BE IT RESOLVED AS IT IS HEREBY RESOLVED**, that the Board of Regents of Western Mindanao State University hereby approves the renewal of the contract with Pichel's Security Services for an additional term, under the terms and conditions agreed upon;

Resolution No. 70, Series of 2024
 2nd Quarter Regular Board Meeting
 June 27, 2024

AUG 28 2024



RESOLVED FURTHER, that the University President, Dr. Ma. Carla A. Ochotorena, or his duly authorized representative, be authorized to sign and execute the renewed contract with Pichel's Security Services on behalf of the University;


RESOLVED FINALLY, that a copy of this resolution be furnished to the Pichel's Security Services, for their records and compliance.

This resolution shall take effect immediately upon its adoption.


Adopted this 27th day of June, 2024 in Zamboanga City, Philippines.

CERTIFICATION

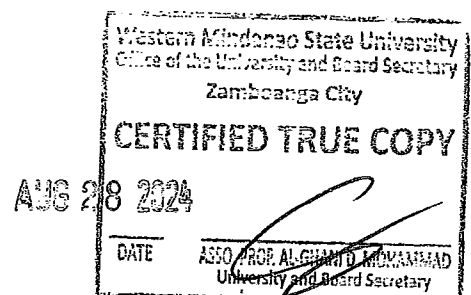
I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Regents of Western Mindanao State University at a meeting held on June 27, 2024 at Zamboanga City, Philippines.


ASSO. PROF. AL-GHANT D. MOHAMMAD
University and Board Secretary

Attested:


MA. CARLA A. OCHOTORENA, RN., Ph.D.
University President

Resolution No. 70, Series of 2024
2nd Quarter Regular Board Meeting
June 27, 2024



RESOLVED FURTHER, that the University President, Dr. Ma. Carla A. Ochotorena, or his duly authorized representative, be authorized to sign and execute the renewed contract with Pichel's Security Services on behalf of the University;

RESOLVED FINALLY, that a copy of this resolution be furnished to the Pichel's Security Services, for their records and compliance.

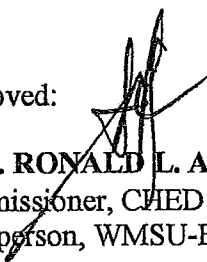
This resolution shall take effect immediately upon its adoption.

Adopted this 27th day of June, 2024 in Zamboanga City, Philippines.


CERTIFICATION

I, the undersigned, hereby certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Regents of Western Mindanao State University at a meeting held on June 27, 2024 at Zamboanga City, Philippines.


ASSO. PROF. AL-GHAID. MOHAMMAD
University and Board Secretary

Approved: 

HON. RONALD L. ADAMAT
Commissioner, CHED
Chairperson, WMSU-BOR


HON. MA. CARLA A. OCHOTORENA
President, WMSU
Vice-Chairperson, WMSU-BOR

HON. ALAN PETER S. CAYETANO
Chairperson, Senate Committee on
Technical and Vocational Education
Member, WMSU-BOR

HON. MARK O. GO
Chairperson, House Committee on
Higher and Technical Education
Member, WMSU-BOR

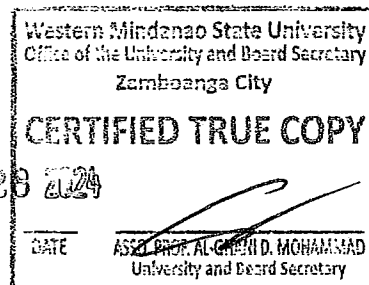
Represented by:

Represented by:

HON. SHEELA MARIE B. MANAOG

HON. EMMYLOU B. YANGA

Resolution No. 70, Series of 2024
2nd Quarter Regular Board Meeting
June 27, 2024



HON. MARIA FELICIDAD R. GUERRERO
OIC- Regional Director, NEDA RO-IX
Member, WMSU-BOR

HON. MARTIN AL WEE
Regional Director, DOST RO-IX
Member, WMSU-BOR

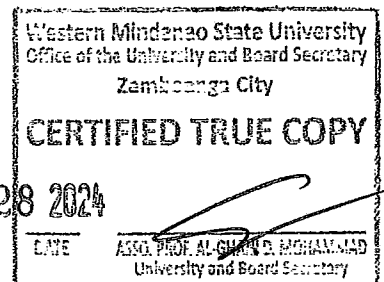
HON. INOCENTE P. LOCSON
Private Sector Representative
Member, WMSU-BOR

HON. ADRIAN P. SEMORLAN
President, WMSU Faculty Union
Member, WMSU-BOR

HON. RONALD F. ABA-A
President, WMSU United General
Alumni Association, Inc.
Member, WMSU-BOR

HON. RYLLE DARRYL T. ESTRELLA
President, University Student Council
Member, WMSU-BOR

Resolution No. 70, Series of 2024
2nd Quarter Regular Board Meeting
June 27, 2024





PICHSEL SECURITY AGENCY, INC.
 Estrada St., Tetuan, Zambo. City
 e-mail: pichels_agency@yahoo.com.ph
 Tel. No.: 991-7040, Fax: 991-7198
 TIN #: 005-846-244

FOR: ITEM NO. 1 (LOT 1)- PROCUREMENT OF SECURITY SERVICES FOR MAIN CAMPUS

COST DISTRIBUTION BREAKDOWN

(Based on 8 hours work daily)
 Wage Order No. RIX-22
 Effective: November 12, 2023

Day Shift	Monday-Sunday			Special Shift
	Mid Shift	Night Shift		
	6am-2pm	2pm-10pm	10pm-6am	
w/out NSDP	w/out NSDP	w/ NSDP (8 hrs.)	w/out NSDP	

A. AMOUNT PAYABLE TO GUARD:

1 Daily Wage Rate (DWR)	381.00	381.00	381.00	381.00
2 Equivalent Monthly Rate (EMR x 396.5/12)	12,588.88	12,588.88	12,588.88	12,588.88
3 13th Month Pay (DWR x 365/12/12)	965.73	965.73	965.73	965.73
4 Service Incentive Leave Pay (DW x 5/12)	158.75	158.75	158.75	158.75
5 Night Shift Differential (DWx365/12x10%)	-	-	1,158.88	-
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	714.38	714.38	714.38	714.38
Sub-Total	14,427.74	14,427.74	15,586.62	14,427.74

B. EMPLOYER'S CONTRIBUTION TO GOV'T INFAVOR OF GUARD:

1 SSS Contribution (Eff. Jan.2023-per RA1119)	1,187.50	1,187.50	1,187.50	1,187.50
2 Philhealth (2.5% of Basic Monthly Salary)	314.72	314.72	314.72	314.72
3 State Insurance Fund	10.00	10.00	10.00	10.00
4 Pag-ibig Contribution per RA 9679(2%)	251.78	251.78	251.78	251.78
Sub-Total	1,764.00	1,764.00	1,764.00	1,764.00

C. TOTAL AMOUNT PAYABLE TO GUARD & GOV'T (A+B)

16,191.74 16,191.74 17,350.62 16,191.74

D. AGENCY FEE (per RA1197)

3,238.35 3,238.35 3,470.12 3,238.35

E. Value Added Tax -12% of D

388.60 388.60 416.41 388.60

F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:

19,818.69 19,818.69 21,237.15 19,818.69

No. of Guards

12 13 13 10

G. MINIMUM CONTRACT RATE PER SHIFT FOR 48 GRD5

2,853,891.36 3,091,715.64 3,312,995.40 2,378,242.80

H. TOTAL CONTRACT PRICE FOR 48 SECURITY GUARDS FOR 12 MOS.

11,636,845.20

Amount in words: **Eleven Million Six Hundred Thirty Six Thousand Eight Hundred Forty Five Pesos & 20/100 Only.**

MARGARET L. PADACA

Corporate Secretary
 (Authorized Representative)

March 18, 2024



PICHSEL SECURITY AGENCY, INC.

Estrada St., Tetuan, Zambo. City
 e-mail: pichels_agency@yahoo.com.ph
 Tel. No.: 991-7040, Fax: 991-7198
 TIN #: 005-846-244

FOR: ITEM NO. 2 (LOT 1) - PROCUREMENT OF SECURITY SERVICES FOR EXTERNAL STUDIES UNITS (ESU)

COST DISTRIBUTION BREAKDOWN

(Based on 8 hours work daily)
 Wage Order No. RIX-22
 Effective: November 12, 2024

	Monday-Sunday		
	Day Shift	Mid Shift	Night Shift
	6am-2pm w/out NSDP	2pm-10pm w/out NSDP	10pm-6am w/ NSDP
A. AMOUNT PAYABLE TO GUARD:			
1 Daily Wage Rate (DWR)	381.00	381.00	381.00
2 Equivalent Monthly Rate (EMR x 396.5/12)	12,588.88	12,588.88	12,588.88
3 13th Month Pay (DWR x365/12/12)	965.73	965.73	965.73
4 Service Incentive Leave Pay (DW x 5/12)	158.75	158.75	158.75
5 Night Shift Differential (DWx365/12x10%)	-	-	1,158.88
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	714.38	714.38	714.38
Sub-Total	14,427.74	14,427.74	15,586.62
B. EMPLOYER'S CONTRIBUTION TO GOV'T INFAVOR OF GUARD:			
1 SSS Contribution (Eff. Jan.2023-per RA1119)	1,187.50	1,187.50	1,187.50
2 Philhealth (2.5 % of Basic Monthly Salary)	314.72	314.72	314.72
3 State insurance Fund	10.00	10.00	10.00
4 Pag-ibig Contribution per RA 9679(2%)	251.78	251.78	251.78
Sub-Total	1,764.00	1,764.00	1,764.00
C. TOTAL AMOUNT PAYABLE TO GUARD & GOV'T (A+B)	16,191.74	16,191.74	17,350.62
D. AGENCY FEE -per RA 11917	3,238.35	3,238.35	3,470.12
E. Value Added Tax	388.60	388.60	416.41
F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:	19,818.69	19,818.69	21,237.15
No. of Guards	7	10	5
G. MINIMUM CONTRACT RATE PER SHIFT FOR 22 GRDS	1,664,769.96	2,378,242.80	1,274,229.00
H. TOTAL CONTRACT PRICE FOR 22 SECURITY GUARDS FOR 12 MOS.		\$,317,241.76	

Amount in words: **Five Million Three Hundred Seventeen Thousand Two Hundred Forty One Pesos & 76/100 Only.**

BID AMOUNT :

Item no. 1 (1 Lot) -	P	11,636,845.20
Item no. 2 (1 Lot) -	P	5,317,241.76
TOTAL BID AMOUNT:-	P	16,954,086.96

Amount in Words: **SIXTEEN MILLION NINE HUNDRED FIFTY FOUR THOUSAND EIGHTY SIX PESOS & 96/100 ONLY.**


MARGARET L. PADACA
 Corporate Secretary
 (Authorized Representative)
 March 18, 2024

PROPOSED RENEWAL OF SECURITY SERVICES – PICHEL SECURITY SERVICES

UPDATED 2016 REVISED IMPLEMENTING RULES AND REGULATIONS OF REPUBLIC ACT NO. 9184

APPENDIX 23 GUIDELINES ON THE PROCUREMENT OF SECURITY AND JANITORIAL SERVICES

3. CONDITIONS

The **renewal of contracts** for Regular and Recurring Services shall comply with the following:

- 3.1 The renewal shall cover Procurement Projects that are regular and recurring. For this purpose, Regular and Recurring Services refer to those:
 - a. defined under Department of Budget and Management National Budget Circular No. 570, s. 2017 and other issuances⁴⁵⁷ that may be issued for the purpose, such as (i) janitorial services; (ii) **security services**; (iii) telecommunication requirements; (iv) supply of drinking water; and (v) rental of office space, venue, and equipment;
 - b. which by their nature are **deemed essential, indispensable, or necessary to the day-to-day operations of the Procuring Entity (PE); or**
 - c. **procured repeatedly by the PE in the last three (3) years;**
- 3.2 The original contract covering the Regular and Recurring Services was awarded in accordance with the Republic Act (RA) No. 9184 and its 2016 revised Implementing Rules and Regulations (IRR), and other associated issuances;


- 3.3 A **Cost-Benefit Analysis (CBA)** undertaken by the End-User to show the comparative advantage of renewal over the conduct of another procurement;
- 3.4 A performance evaluation conducted by the End-User showing **Satisfactory performance** by the service provider and submission of updated documentary requirements and performance security by the service provider;
- 3.5 The duration for each renewal contract shall not exceed **one (1) year**; however, the total combined period covering the original contract, renewal contract/s and contract extension/s, if applicable, shall not exceed three (3) years;
- 3.6 The service provider must **not be a Blacklisted Entity** at the time of the conduct of the performance evaluation until the signing of the renewal contract; and
- 3.7 Funds are available for the renewal of contracts in accordance with existing budgeting, accounting and auditing rules.

4. PROCEDURE

- 4.1 At any time after the mid-point of the contract duration, the End-User shall conduct a CBA to show the **comparative advantage of renewal over the conduct of another procurement.**
- 4.2 At the same time, the End-User shall evaluate the performance of the service provider for possible renewal of its contract based on the mandatory performance criteria provided below, which must be indicated in the procurement documents
- 4.3 The End-User may include up to three (3) additional criteria to the mandatory criteria, if deemed necessary. **However, the minimum weight for the mandatory criteria, as stated below, shall be observed:**

	Performance Criteria	Minimum Weight
I	Conformity to Technical Requirements	(20)
II	Timeliness in the Delivery of Services	(20)
III	Behavior of Personnel (Courteous, Professional, and Knowledgeable)	(10)
IV	Response to Complaints	(5)
V	Compliance with set office policies for such services	(5)

- 4.4 The total weight for the performance rating must be equivalent to 100 points. The service provider must attain at least a **"Satisfactory" rating of 80 points.**


FOR ISO EVALUATION REQUIRING THE 8 DIMENSIONS FOR CS

Western Mindanao State University
Agency Security Services Evaluation Form

SECTION I - EMPLOYEE IDENTIFICATION

Employee's Name: _____ Agency: **PICKEL SECURITY AGENCY**

SECTION II - INSTRUCTIONS

Complete the employee's job performance relative to each of the Performance Parameters in the eight Dimensions and select the rating that most accurately describes the employee's performance by checking the appropriate box. Information supplied herein shall be treated with strict confidentiality.

VO - (V) Very Dissatisfied
 D - (D) Dissatisfied
 NSND - (N) Neither Satisfied nor Dissatisfied
 S - (S) Satisfied
 VS - (V) Very Satisfied

Performance Criteria/Dimension	VO	D	NS/ND	S	VS	Weight
Communication and Responsiveness						
1. Response to Complaints						15%
The security personnel communicates clearly and effectively, exerts professional judgment, and responds to queries, complaints, and emergencies promptly.						
2. Conformity to Technical Requirements						20%
The security agency possesses the necessary and statutory resources to function and perform as a security services provider.						
3. Timeliness in the Delivery of Services						25%
The security personnel report to duty in assigned areas on time.						
4. Compliance with set office policies for such services						10%
The security agency conforms to comprehensive security procedures and protocols.						
5. Behavior of Personnel (Courteous, Professional, and Knowledgeable)						15%
The security personnel exhibit courteous, professional, and professional behavior.						
6. Expenditure for outsourced security services						5%
The contracted cost for security services is reasonable.						
7. Location and posting of Guard Houses						5%
The security personnel is stationed with visible and secured/fortified guard houses with ample space for equipment.						
8. Overall assessment of security services						10%
The security personnel's performance in the preservation and protection of lives, property, and integrity of the institution.						
Total						

by concerned Admin Personnel/Staff

SECTION III - COMMENTS/SUGGESTIONS

Respondent (please check):

<input type="checkbox"/> WMSU Student	<input type="checkbox"/> WMSU Personnel	<input type="checkbox"/> WMSU Faculty
<input type="checkbox"/> WMSU Security Personnel	<input type="checkbox"/> External Client	

Signature over Name of Respondent: _____
Date: _____

MANDATORY CRITERIA WITH MINIMUM WEIGHTS

	Performance Criteria	Minimum Weight
I	Conformity to Technical Requirements	(20)
II	Timeliness in the Delivery of Services	(20)
III	Behavior of Personnel (Courteous, Professional, and Knowledgeable)	(10)
IV	Response to Complaints	(5)
V	Compliance with set office policies for such services	(5)

6. CONTRACT AMENDMENT

As a rule, the renewal of contract is undertaken to continue the Regular and Recurring Services for a specific period with the same terms and conditions of the existing contract. However, the PE may amend the terms and conditions in the following instances:

- 6.1 **A price adjustment was prescribed by laws, rules and regulations, and other issuances**, such as wage orders issued by the National Wages and Productivity Commission, promulgated after the bid opening, in accordance with Section 61.2 of the 2016 revised IRR of RA No. 9184 which shall be applied on a "no loss, no gain" basis, such that neither party gains nor loses anything from the resulting price adjustment; or
- 6.2 An increase or decrease in the quantity of items that were determined to be necessary by the End-User, subject to the following:
 - a. The unit prices for the increased or decreased items are the same as, or lower than, those in the existing contract; and
 - b. Any increase in the quantity of items shall not result in more than twenty-five percent (25%) increase in the amount of the original contract price and the updated contract price shall be within the threshold for the applicable alternative method of procurement.
- 6.3 Amendments to the contract price are subject to existing budgeting, accounting and auditing rules.

COST DISTRIBUTION BREAKDOWN
(Based on 8 hours work daily)
Wage Order No. RIX-21
Effective: June 25, 2022

Lot 1: Main Campus
(inci. San Ramon and La Paz)

2023

	Monday-Sunday			
	Day Shift	Mid Shift	Night Shift	Special Shift
	8am-2pm w/out NSDP	2pm-10pm w/out NSDP	10pm-6am w/ NSDP (8 hrs.)	8am-5pm w/out NSDP
A. AMOUNT PAYABLE TO GUARD:				
1 Daily Wage Rate (DWR)	351.00	351.00	351.00	351.00
2 Equivalent Monthly Rate (EMR x 296.5/12)	11,597.63	11,597.63	11,597.63	11,597.63
3 13th Month Pay (DWR x 365/12/12)	889.69	889.69	889.69	889.69
4 Service Incentive Leave Pay (DW x 5/12)	146.25	146.25	146.25	146.25
5 Night Shift Differential (DW x 365/12 x 10%)			1,067.63	
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	658.13	658.13	658.13	658.13
Sub-Total	13,291.70	13,291.70	14,359.33	13,291.70
B. EMPLOYER'S CONTRIBUTION TO GOV'T INFAVOR OF GUARD:				
1 SSS Contribution (New SSS Contr'l at 9.5% eff. Jan 2023)	1,092.50	1,092.50	1,092.50	1,092.50
2 Philhealth (2.25% of Basic Monthly Salary)	260.95	260.95	260.95	260.95
3 State Insurance Fund	10.00	10.00	10.00	10.00
4 Pag-Ibig Contribution per RA 9679(2%)	231.95	231.95	231.95	231.95
Sub-Total	1,595.40	1,595.40	1,595.40	1,595.40
C. TOTAL AMOUNT PAYABLE TO GUARD & GOV'T (A+B)	14,887.10	14,887.10	15,954.73	14,887.10
D. AGENCY FEE (per RA 11717)	2,977.42	2,977.42	3,190.94	2,977.42
E. Value Added Tax	357.29	357.29	382.91	357.29
F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:	18,221.81	18,221.81	19,528.58	18,221.81
No. of Guards	12	13	13	10
G. MINIMUM CONTRACT RATE PER SHIFT FOR 48 GRDS	2,623,940.64	2,842,602.36	3,046,458.48	2,186,617.20
H. TOTAL CONTRACT PRICE FOR 48 SECURITY GUARDS FOR 12 MOS.				10,699,618.68

Amount in words: Ten Million Six Hundred Ninety Nine Thousand Six Hundred Eighteen Pesos & 68/100 Only.

MARGARET L. PADACA
Corporate Secretary
April 10, 2023

COST DISTRIBUTION BREAKDOWN
(Based on 8 hours work daily)
Wage Order No. RIX-21
Effective: June 25, 2022

Lot 2: External Studies Units (ESUs)

2023

	Monday-Sunday		
	Day Shift	Mid Shift	Night Shift
	6am-2pm w/out NSDP	2pm-10pm w/out NSDP	10pm-6am w/ NSDP
A. AMOUNT PAYABLE TO GUARD:			
1 Daily Wage Rate (DWR)	351.00	351.00	351.00
2 Equivalent Monthly Rate (EMR x 396.5/12)	11,597.63	11,597.63	11,597.63
3 13th Month Pay (DWR x 365/12/12)	889.69	889.69	889.69
4 Service Incentive Leave Pay (DW x 5/12)	146.25	146.25	146.25
5 Night Shift Differential (DW x 365/12 x 10%)			1,067.63
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	658.13	658.13	658.13
Sub-Total	13,291.70	13,291.70	14,359.33
B. EMPLOYER'S CONTRIBUTION TO GOV'T INFAVOR OF GUARD:			
1 SSS Contribution (New SSS Contr'l at 9.5% eff. Jan 2023)	1,092.50	1,092.50	1,092.50
2 Philhealth (2.25% of Basic Monthly Salary)	260.95	260.95	260.95
3 State Insurance Fund	10.00	10.00	10.00
4 Pag-Ibig Contribution per RA 9679(2%)	231.95	231.95	231.95
Sub-Total	1,595.40	1,595.40	1,595.40
C. TOTAL AMOUNT PAYABLE TO GUARD & GOV'T (A+B)	14,887.10	14,887.10	15,954.73
D. AGENCY FEE - per RA 11717	2,977.42	2,977.42	3,190.94
E. VALUE ADDED TAX	357.29	357.29	382.91
F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:	18,221.81	18,221.81	19,528.58
No. of Guards	7	10	5
G. MINIMUM CONTRACT RATE PER SHIFT FOR 22 GRDS	1,589,682.04	2,186,617.20	1,171,714.80
H. TOTAL CONTRACT PRICE FOR 22 SECURITY GUARDS FOR 12 MOS.			4,889,964.04

Amount in words: Four Million Eight Hundred Eighty Eight Thousand Nine Hundred Sixty Four Pesos & 04/100 Only.

BID AMOUNT:
 Item no. 1 (1 Lot) - P 10,699,618.68
 Item no. 2 (1 Lot) - P 4,889,964.04
TOTAL BID AMOUNT: P 15,589,582.72

Amount in Words: FIFTEEN MILLION FIVE HUNDRED EIGHTY EIGHT THOUSAND FIVE HUNDRED EIGHTY TWO PESOS & 72/100 ONLY.

MARGARET L. PADACA
Corporate Secretary
April 10, 2023

FOR: ITEM NO. 1 (LOT 1)- PROCUREMENT OF SECURITY SERVICES FOR MAIN CAMPUS

Lot 1: Main Campus
(incl. San Ramon and La Paz)

COST DISTRIBUTION BREAKDOWN
(Based on 8 hours work day)
Wage Order No. RD-22
Effective: November 12, 2023

Day Shift Each 5pm w/out RSDP	Monday-Sunday			Special Shift Each 5pm w/out RSDP
	Mid Shift 7pm-10pm w/out RSDP	Night Shift 10pm-6am w/ RSDP (8 hrs)	Each 5pm w/out RSDP	

A. AMOUNT PAYABLE TO GUARD:				
1 Daily Wage Rate (DWR)	381.00	381.00	381.00	381.00
2 Equivalent Monthly Rate (EMR x 966.3/12)	12,588.88	12,588.88	12,588.88	12,588.88
3 13th Month Pay (own x 365/12/12)	965.73	965.73	965.73	965.73
4 Service Incentive Leave Pay (DW x 5/12)	158.75	158.75	158.75	158.75
5 Night Shift Differential (own x 365/12 x 12)	-	-	1,158.88	-
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	714.38	714.38	714.38	714.38
Sub-Total	14,427.74	14,427.74	15,586.62	14,427.74
B. EMPLOYER'S CONTRIBUTION TO GOVT INFAVOR OF GUARD:				
1 SSS Contribution (Eff. Jan. 2023 per RA11119)	1,187.50	1,187.50	1,187.50	1,187.50
2 Philhealth (1.5% of Basic Monthly Salary)	314.72	314.72	314.72	314.72
3 State Insurance Fund	10.00	10.00	10.00	10.00
4 Pag-IBIG Contribution per RA 9679(2K)	251.78	251.78	251.78	251.78
Sub-Total	1,764.00	1,764.00	1,764.00	1,764.00
C. TOTAL AMOUNT PAYABLE TO GUARD & GOVT (A+B)	16,191.74	16,191.74	17,350.62	16,191.74
D. AGENCY FEE -per RA11971	3,238.35	3,238.35	3,470.12	3,238.35
E. Value Added Tax -12% of D	388.60	388.60	416.41	388.60
F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:	19,818.69	19,818.69	21,237.15	19,818.69
No. of Guards	12	13	13	10
G. MINIMUM CONTRACT RATE PER SHIFT FOR 48 GRDS	2,853,891.36	3,091,715.64	3,312,985.40	2,378,242.80
H. TOTAL CONTRACT PRICE FOR 48 SECURITY GUARDS FOR 12 MOS.				11,636,845.20

2024

Amount in words: Eleven Million Six Hundred Thirty Six Thousand Eight Hundred Forty Five Pesos & 20/100 Only.


MARGARET L. PADACA
Corporate Secretary
(Authorized Representative)
March 18, 2024

FOR: ITEM NO. 2 (LOT 1) - PROCUREMENT OF SECURITY SERVICES FOR EXTERNAL STUDIES UNITS (ESU)

Lot 2: External Studies Units(ESUs)

COST DISTRIBUTION BREAKDOWN
(Based on 8 hours work day)
Wage Order No. RD-22
Effective: November 12, 2023

Day Shift Each 5pm w/out RSDP	Monday-Sunday			Night Shift 10pm-6am w/ RSDP
	Mid Shift 7pm-10pm w/out RSDP	Night Shift 10pm-6am w/ RSDP (8 hrs)	Each 5pm w/out RSDP	

A. AMOUNT PAYABLE TO GUARD:				
1 Daily Wage Rate (DWR)	381.00	381.00	381.00	381.00
2 Equivalent Monthly Rate (EMR x 396.5/12)	12,588.88	12,588.88	12,588.88	12,588.88
3 13th Month Pay (DWR x 365/12/12)	965.73	965.73	965.73	965.73
4 Service Incentive Leave Pay (DW x 5/12)	158.75	158.75	158.75	158.75
5 Night Shift Differential (DW x 365/12 x 12)	-	-	1,158.88	-
6 Retirement Benefits per RA 7641 (DW x 22.5/12)	714.38	714.38	714.38	714.38
Sub-Total	14,427.74	14,427.74	15,586.62	14,427.74
B. EMPLOYER'S CONTRIBUTION TO GOVT INFAVOR OF GUARD:				
1 SSS Contribution (Eff. Jan. 2023 per RA11119)	1,187.50	1,187.50	1,187.50	1,187.50
2 Philhealth (1.5 % of Basic Monthly Salary)	314.72	314.72	314.72	314.72
3 State Insurance Fund	10.00	10.00	10.00	10.00
4 Pag-IBIG Contribution per RA 9679(2K)	251.78	251.78	251.78	251.78
Sub-Total	1,764.00	1,764.00	1,764.00	1,764.00
C. TOTAL AMOUNT PAYABLE TO GUARD & GOVT (A+B)	16,191.74	16,191.74	17,350.62	16,191.74
D. AGENCY FEE -per RA 11917	3,238.35	3,238.35	3,470.12	3,238.35
E. Value Added Tax	388.60	388.60	416.41	388.60
F. MINIMUM CONTRACT RATE PER MONTH PER GUARD:	19,818.69	19,818.69	21,237.15	19,818.69
No. of Guards	7	10	10	5
G. MINIMUM CONTRACT RATE PER SHIFT FOR 22 GRDS	1,664,769.96	2,378,242.80	2,274,229.00	
H. TOTAL CONTRACT PRICE FOR 22 SECURITY GUARDS FOR 12 MOS.		5,317,241.76		

2024

Amount in words: Five Million Three Hundred Seventeen Thousand Two Hundred Forty One Pesos & 76/100 Only.

BID AMOUNT: -
Item no. 1 (1 Lot) - P 11,636,845.20
Item no. 2 (1 Lot) - P 5,317,241.76
TOTAL BID AMOUNT:- P 16,954,086.96

Amount in Words: SIXTEEN MILLION NINE HUNDRED FIFTY FOUR THOUSAND EIGHTY SIX PESOS & 96/100 ONLY.


MARGARET L. PADACA
Corporate Secretary
(Authorized Representative)
March 18, 2024

TOTAL CONTRACT COST	
2023 (EXISTING)	2024 (RENEWAL)
₱15,588,582.72	₱16,954,086.96

Changes in Fees	2023	2024
<u>Daily Wage</u>	351.00	381.00
<u>Equiv. Mo. Rate = (DW)(396.5)(1/12)</u>	11,597.63	12,588.88
<u>SSS (from 11,250.00-11,749.99) to (12,250.00-12,749.99)</u>	1,092.50	1,187.50
<u>PhilHealth (from 2.25% to 2.5%)</u>	260.95	314.72
13th mo. Pay = (DWR)(365 days/yr)(1 yr/12 mos.)(13th mo./12 mos.)	889.69	965.73
Service Incentive Leave Pay (SIL) = (DWR)(5 days/yr)(1 yr/12 mos.)	146.25	158.75
Retirement Benefits = (DWR)(22.5 days/yr)(1 yr/12 mos.)	858.13	714.38
State Insurance Fund = 10/mo.	10.00	10.00
PagIbig (2% of Mo. Rate)	231.95	251.78
Day Shift, Mid Shift, and Special Shift Mo. Rate	14,887.09	16,191.73
Night Shift Differential (NSD) = (DWR)(365 days/yr)(1 yr/12 mos.)(10%)	1,067.63	1,158.88
Night Shift Mo. Rate	15,954.71	17,350.50

2023 (per month)					
MAIN					
Day Shift (6AM-2PM)	Mid Shift (2PM-10PM)	Night Shift (10PM-6AM)	Special Shift (8AM-5PM)	Total	
		10% Night Shift Differential			
14,887.09	14,887.09	15,954.71	14,887.09		
12	13	13	10		
178,645.04	193,532.13	207,411.25	148,870.87		728,459.28
ESU					
Day Shift (6AM-2PM)	Mid Shift (2PM-10PM)	Night Shift (10PM-6AM)	Special Shift (8AM-5PM)	Total	
		10% Night Shift Differential			
14,887.09	14,887.09	15,954.71			
7	10	5			
104,209.61	148,870.87	79,773.56	0.00		332,854.03
2024 (per month)					
MAIN					
Day Shift (6AM-2PM)	Mid Shift (2PM-10PM)	Night Shift (10PM-6AM)	Special Shift (8AM-5PM)	Total	
		10% Night Shift Differential			
16,191.73	16,191.73	17,350.60	16,191.73		
12	13	13	10		
194,300.74	210,492.47	225,557.85	161,917.29		792,268.35
ESU					
Day Shift (6AM-2PM)	Mid Shift (2PM-10PM)	Night Shift (10PM-6AM)	Special Shift (8AM-5PM)	Total	
		10% Night Shift Differential			
16,191.73	16,191.73	17,350.60			
7	10	5			
113,342.10	161,917.29	86,753.02	0.00		362,012.40

	2023	2024
MAIN		
Total Amount Payable to Guards and Gov't per Month	728,459.28	792,268.35
Agency Fee (20% of Total Amount Payable to Guard and Gov't)	145,691.86	158,453.67
Value Added Tax (12% of Agency Fee)	17,483.02	19,014.44
Minimum Contract Rate per Month	891,634.16	969,736.45
For 1 year	10,699,609.90	11,636,837.45
ESU		
Total Amount Payable to Guard and Gov't per Month	332,854.03	362,012.40
Agency Fee (20% of Total Amount Payable to Guard and Gov't)	66,570.81	72,402.48
Value Added Tax (12% of Agency Fee)	7,988.50	8,688.30
Minimum Contract Rate per Month	407,413.33	443,103.18
For 1 year	4,888,959.98	5,317,238.17
Grand Total for 1 Yr	15,586,569.69	16,954,075.63

SECURITY EVALUATION RESULTS

		Type fo Respondent			
		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	WMSU Student	130	70.3	70.3	70.3
	WMSU Personnel	35	18.9	18.9	89.2
	WMSU Faculty	20	10.8	10.8	100.0
	Total	185	100.0	100.0	

ALL RESPONDENTS (STUDENT, ADMIN PERSONNEL, & FACULTY)

Descriptive Statistics					
	N	Minimum	Maximum	Mean	Std. Deviation
Total Weighted	185	3.50	10.00	8.1757	1.08733
Valid N (listwise)	185				

- VD - (2) Very Dissatisfied
- D - (4) Dissatisfied
- NS/ND - (6) Neither Satisfied nor Dissatisfied
- S - (8) Satisfied**
- VS - (10) Very Satisfied

ALL RESPONDENTS (BY AREA)

Descriptive Statistics					
	N	Minimum	Maximum	Mean	Std. Deviation
Response to Complaints	185	2	10	7.55	1.797
Conformity to Technical Requirements	185	6	10	8.39	1.375
Timeliness in the Delivery of Services	185	4	10	8.57	1.317
Compliance with Set of Office Policies for Such Services	185	2	10	8.35	1.402
Behaviour of Personnel (Courteous, Professional, and Knowledgeable)	185	2	10	7.75	1.758
Expenditure/Cost for Security Services	185	2	10	8.02	1.474
Location and Posting of Guard House/s	185	6	10	8.45	1.272
Overall Assessment of Security Services	185	2	10	8.30	1.317
Valid N (listwise)	185				

BY RESPONDENT TYPE

Descriptive Statistics

	N	Minimum	Maximum	Mean	Std. Deviation
STUDENT Total Weighted	130	5.70	10.00	8.0069	.91568
Valid N (listwise)	130				

Descriptive Statistics

	N	Minimum	Maximum	Mean	Std. Deviation
ADMIN PERSONNEL Total Weighted	35	6.40	10.00	8.6600	.89449
Valid N (listwise)	35				

Descriptive Statistics

	N	Minimum	Maximum	Mean	Std. Deviation
FACULTY Total Weighted	20	3.50	10.00	8.4250	1.90591
Valid N (listwise)	20				

2. PR-23-02-173: Supply and Delivery of Security Services/PhilGEPS Ref. #9595369
A8C – Php. 15,588,792.00

BIDDER	Double Dragon Security Forces Agency, Inc.	Pichel security Agency, Inc.	ABC	DIFFERENCE from ABC	REMARKS
Lot 1 Main Campus	Php. 10,759,671.72	Php. 10,699,618.68	Php. 10,699,764.00		
Lot 2 ESU Campus	none	Php. 4,888,964.04	Php. 4,889,028.00		
TOTAL	Php. 10,759,671.72 For Lot 1 only (Incomplete Bid)	Php. 15,588,582.72 For Lots 1 and 2 (Complete Bid)	Php. 15,588,792.00		

Terms of Reference & Deliverables

MAIN CAMPUS

Terms of Reference: The winning bidder/agency shall:

1. Provide 48 Security Guards, who are duly licensed as private security guards, to the University, consisting of Male 41 and Female 7 (1 female guard to be assigned at San Ramon Campus and 2 female guards must be a Muslim).
2. Secure & safeguard the personnel and properties of WMSU including security service for VIP's when necessary.
3. Maintain peace and order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holiday.
4. The guards assigned in WMSU must not serve double duty or posting with other clients of the agency or with other security agencies.
5. Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus.
6. Provide licensed shotguns with ammunition not lower than the minimum of shotguns in the following areas to serve:
 - Main Campus - 4
 - San Ramon Campus - 3
 - La Paz - 10
7. Provide appropriate uniform of the guards assigned in WMSU La Paz Experimental Forest.
8. Should provide documents for the following Test per guards:
 - a. Neuro Psychological Test
 - b. Drug Test
 - c. Police/PS clearance
 - d. Updated License certificate as private security guard.
9. Shall comply with all labor standard benefits.

PROVISIONS:

1. Six (6) handheld metal detector (per shift)
 - a. 1 unit at Gate 1 (Gym)
 - b. 1 unit at Gate 3 (Main Gate)
 - c. 1 unit at Gate 5 (Elem.)
 - d. 1 unit at Gate 6 (High School/CSM)
 - e. 1 unit at Gate 7 (College of Medicine)
 - f. 1 unit at San Ramon Campus
2. Four (4) mirrors to check vehicle under chassis (per shift)
 - a. 2 units at Gate 1 (Gym)
 - b. 1 unit at Gate 7 (College of Medicine)
 - c. 1 unit at San Ramon Campus
3. Three (3) Systems (12 Channels) HD CCTV surveillance camera (24/7) with monitor and DVD recorder (3 for Main Campus and 4 for San Ramon Campus).
 - a. 1 channel at Gate 1
 - b. 1 channel outside Gate 1
 - c. 1 channel at Gate 2
 - d. 1 channel at Gate 3
 - e. 1 channel inside gymnasium.
 - f. 1 channel Parking area Infront VMA

- g. 1 channel Infront Admin. Bldg.
- h. 1 channel Inside Security Services Office

San Ramon Campus

- a. 1 channel Main Gate
 - b. 1 channel Dean's Office at Admin. Bldg.
 - c. 2 channels at the Back Area Tissue Culture Bldg.
4. Seventeen (17) licensed shotguns with ammunition (per shift)
 - a. 4 units Main Campus
 - b. 3 units San Ramon Campus
 - c. 10 units La Paz Campus
 5. Ten (10) handheld radios (per shift) should be compatible with WMSU frequency (URF)
 - a. 6 units for Main Campus
 - b. 4 units for San Ramon Campus
 6. Other equipment like Nightstick, Batlight, first aid kit with content, whistle (per guard) and rain coat.

ESU CAMPUS

Terms of Reference: The winning bidder/agency shall:

1. Provide 22 Male Security Guards, who are duly licensed as private security guards, to the university who will be deployed at the following Campus:
 - a. Alcala - 2
 - b. Aurora - 2 (for closure)
 - c. Dipalan - 3
 - d. Imelda - 1
 - e. Ipi - 3
 - f. Malubog - 1
 - g. Naga - 1 (to be engaged upon closure)
 - h. Oritanga - 1
 - i. Pagadian - 2
 - j. Sogay - 2
 - k. Tangayen - 2
 - l. Mokev - 2
2. Secure & safeguard the personnel and properties of WMSU-ESU including security service for VIP's when necessary.
3. Maintain peace and order within the premise of the University. Provide 24-hours Security Services in three (3) shifts of eight (8) hours per shift within 24 hours. Security agency shall provide daily supervision including Sundays and Holiday.
4. The guards assigned in WMSU-ESU must not serve double duty or posting with other clients of the agency or with other security agencies.
5. Employ at least two (2) Licensed Criminologist with investigative skills, capacity or experience who shall conduct prompt investigation in case of theft, losses, damages to properties or violence to persons within the University Campus.
6. Provide 12 licensed short firearms with ammunition to be deployed to the following areas to serve: ALICA, ALIBORA, DIPALAN, IMELDA, IPI, MALUBOG, NAGA, OLITANGA, PAGADA, SAGAY, TUNGAYEN and MOKEV.
7. Shall comply with all labor standard benefits.

PROVISIONS:

1. One (1) handheld metal detector (per shift) per campus.
2. One (1) mirror to check vehicle under chassis (per shift) per campus.
3. Twelve (12) licensed short firearms. One (1) firearm/campus.
4. Two (2) units Handheld Radio for the Guard and the WMSU-ESU Coordinator for each campus.
5. Other equipment like nightstick, batlight, first aid kit with content, whistle (per guard) and rain coat.

FOR APPROVAL...