



Republic of the Philippines
CAVITE STATE UNIVERSITY
Don Severino de las Alas Campus
 Indang, Cavite, Philippines
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**OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATIVE
 AND SUPPORT SERVICES**

University Civil Security Services

**ADD-ONS TECHNICAL SPECIFICATIONS
 AY 2021-2022**

Item	Specification	Statement of Compliance
1.	69 Guards <ul style="list-style-type: none"> • 28 for Main Campus (Indang) including 2 security officer • 2 for Trece Campus • 4 for Silang Campus • 4 for Carmona Campus • 6 for Rosario Campus • 8 for Imus Campus • 6 for Cavite City Campus • 2 for Tanza Campus • 2 for Gen. Trias Campus • 3 for Bacoar Campus • 4 for Naic Campus 	
2.	Security Officer(s): <ul style="list-style-type: none"> • Holder of a Baccalaureate Degree • Undergone a Security Supervisory Course; • Certified Security Professional (CSP); • Minimum of three (3) years experience as a Detachment Commander in an educational institution; • Assistant Detachment Commander must have minimum of three (3) years experience as Security Officer; • Have a valid Driver's License for two (2) or four (4) wheeled vehicle. • Preferably with added qualifications on VIP security, investigation and intelligence gathering • Attended enhancement trainings/seminars for the last three years. • English Conversant • Computer Literate 	

3.	<p>Security Guard(s) must be –</p> <ul style="list-style-type: none"> • At least college level; • English conversant; • Minimum 2 years experience as security guard; • At least 5 feet and 3 inches tall for female and at least 5 feet and 6 inches tall for male; • Preferably between the ages of 25 to 55 years old; 	
4.	<p>The AGENCY must submit for each guard, the following documentary requirements:</p> <ul style="list-style-type: none"> • Barangay Clearance • Community Tax Certificate • Police Clearance • Prosecutor and City Court Clearance • NBI Clearance • Drug Test • Neuro Test Result • Medical Certificate • SOSIA Certified Photocopy of Security Guard License • SOSIA Certified Photocopy of Security Guard Training Certificate (PLTC/RTC) <p><i>Note: Both Private Security License and NBI Clearance shall be valid as of the date of opening of bid and subject to renewal, if the same should expire during the contract implementation</i></p>	
5.	<p>Uniform of all security personnel –</p> <ul style="list-style-type: none"> • white long-sleeve uniform with complete accessory and patches as prescribed under RA 5478 and its IRR • Prescribed shoes for each guard is Black Charol (Wet Look) 	
6.	<p>All Security Guards must have completed the following seminars/training three (3) months prior to deployment to CvSU -</p> <ul style="list-style-type: none"> • Bomb Detection and Disposal Seminar • Firefighting Seminar • Disaster Preparedness • Anti-Terrorism Seminar • Basic First Aid • Proficiency Care and Handling of Firearms <p>The following training must be conducted in coordination with CvSU three (3) days prior to actual deployment to CvSU -</p> <ul style="list-style-type: none"> • Orientation on Gender Sensitivity • Anti-Sexual Harassment Law 	

	<ul style="list-style-type: none"> • CvSU VMGO, Policies and Standards • Safety and Environmental Awareness seminar 	
7.	The AGENCY shall provide raincoats and rainboots for each guard detailed at CvSU.	
8.	Heavy Duty Rechargeable Flashlight <ul style="list-style-type: none"> • 5 for Main Campus (Indang) • 1 for Trece Campus • 1 for Silang Campus • 1 for Carmona Campus • 2 for Rosario Campus • 2 for Imus Campus • 2 for Cavite City Campus • 1 for Tanza Campus • 1 for Gen. Trias Campus • 1 for Bacoar Campus • 1 for Naic Campus 	
9.	Firearms <p>Long Firearms – 12 guage Shotgun with Complete number of Ammunition</p> <ul style="list-style-type: none"> • 4 for Main Campus (Indang) • 1 for Naic Campus <p>Short Firearms – 9 mm Pistol with complete number of ammunition</p> <ul style="list-style-type: none"> • 17 for Main Campus (Indang) • 1 for Trece Campus • 2 for Silang Campus • 2 for Carmona Campus • 3 for Rosario Campus • 5 for Imus Campus • 3 for Cavite City Campus • 1 for Tanza Campus • 1 for Gen. Trias Campus • 2 for Bacoar Campus • 1 for Naic Campus 	
10.	VHF Radio w/ License (Kenwood Brand) <ul style="list-style-type: none"> • 20 for Main Campus (Indang) • 2 for Trece Campus • 3 for Silang Campus • 3 for Carmona Campus • 4 for Rosario Campus • 6 for Imus Campus • 4 for Cavite City Campus • 2 for Tanza Campus • 2 for Gen. Trias • 3 for Bacoar Campus 	

	<ul style="list-style-type: none"> • 3 for Naic Campus 	
11.	Battery Charger for VHF Radio <ul style="list-style-type: none"> • 20 for Main Campus (Indang) • 2 for Trece Campus • 3 for Silang Campus • 3 for Carmona Campus • 4 for Rosario Campus • 6 for Imus Campus • 4 for Cavite City Campus • 2 for Tanza Campus • 2 for Gen. Trias • 3 for Bacoar Campus • 3 for Naic Campus 	
12.	Spare Battery for VHF Radio <ul style="list-style-type: none"> • 20 for Main Campus (Indang) • 2 for Trece Campus • 3 for Silang Campus • 3 for Carmona Campus • 4 for Rosario Campus • 6 for Imus Campus • 4 for Cavite City Campus • 2 for Tanza Campus • 2 for Gen. Trias • 3 for Bacoar Campus • 3 for Naic Campus 	
13.	Under Chassis Mirror <ul style="list-style-type: none"> • 2 for Main Campus (Indang) • 1 for Silang Campus • 1 for Rosario Campus • 1 for Imus Campus • 1 for Cavite City Campus • 1 for Naic Campus 	
14.	Motorcycle <ul style="list-style-type: none"> • 2 Single Motorcycle for Main Campus (Indang) • 1 Single Motorcycle for Silang Campus • 1 Motorcycle with sidecar for Rosario Campus 	
15.	Patrol Guard Watchman Clock with 40 stations for Main Campus (Indang)	
16.	4-Wheels Vehicle <ul style="list-style-type: none"> • 1 for Main Campus (Indang) 	

17.	Bicycle <ul style="list-style-type: none"> • 1 for Trece Campus • 1 for Carmona Campus • 1 for Imus Campus • 1 for Cavite City Campus • 1 for Naic Campus 	
18.	Traffic Vest/Gloves <ul style="list-style-type: none"> • 26 for Main Campus (Indang) • 2 for Trece Campus • 4 for Silang Campus • 4 for Carmona Campus • 6 for Rosario Campus • 8 for Imus Campus • 6 for Cavite City Campus • 2 for Tanza Campus • 2 for Gen. Trias • 3 for Bacoar Campus • 4 for Naic Campus 	
19.	Garret THD Hand-Held Metal Detector <ul style="list-style-type: none"> • 5 for Main Campus (Indang) • 1 for Trece Campus • 2 for Silang Campus • 2 for Carmona Campus • 2 for Rosario Campus • 2 for Imus Campus • 2 for Cavite City Campus • 1 for Tanza Campus • 1 for Gen. Trias Campus • 2 for Bacoar Campus • 1 for Naic Campus 	
20.	<ul style="list-style-type: none"> • One (1) unit high-performance desktop computer with printer, scanner and copier for reporting, recording and monitoring purposes • One (1) Unit Computer Table and Chair 	
21.	Binocular <ul style="list-style-type: none"> • 1 for Main Campus (Indang) • 1 for Rosario Campus Night vision googles <ul style="list-style-type: none"> • 1 for Main Campus (Indang) 	
22.	Golf Umbrella <ul style="list-style-type: none"> • 10 for Main Campus (Indang) • 1 for Trece Campus • 2 for Silang Campus • 2 for Carmona Campus • 3 for Rosario Campus 	

	<ul style="list-style-type: none"> • 3 for Imus Campus • 3 for Cavite City Campus • 1 for Tanza Campus • 1 for Gen. Trias • 1 for Bacoar Campus • 1 for Naic Campus 	
23.	Cell Phone <ul style="list-style-type: none"> • 2 for Main Campus (Indang) 	
24.	CCTV <ul style="list-style-type: none"> • One (1) 16-channel high-definition digital video recorder with 4TB internal Hard Disk Drive • Two (2) 32-inch LED high-definition monitor • Fourteen (14) High-Definition, High Framerate, and Weatherproof CCTV cameras • Five (5) 4TB external hard disk drive 	
25.	Lapel Mic <ul style="list-style-type: none"> • 4 for Main Campus (Indang) 	
26.	Megaphone <ul style="list-style-type: none"> • 2 for Main Campus (Indang) • 1 for each satellite campus 	
27.	One (1) Unit Bundy Clock with timecards for Main Campus (Indang)	
28.	Supply Record Books with Page Numbers for the different posts and transactions	
29.	One (1) Unit Digital Camera for documentation purposes for Main Campus (Indang)	
30.	The AGENCY to ensure - Fifteen (15) days upon Notice of Award, the Agency's security specialist will conduct a Security Risk Assessment of the University, evaluate the existing security measures and provide recommendations in case there is a need to change the university security system OPNS Manager regularly meets with the Security Director; Assign two (2) Field Inspectors to conduct day & night spot inspections Provide the following after-care services - <ul style="list-style-type: none"> • attends and assists security matters or concerns and request military and police assistance as needed • Phone-patch contact with the agency (24 hours a day) 	

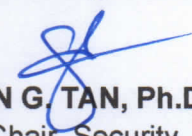
	<ul style="list-style-type: none"> • Intelligence and investigation services (overt/covert) • Quarterly assessment on security measures • Quarterly Troop Formation and Security Training for all security guards • Provide at least two (2) complement security guards during special events or occasions at NO EXTRA COST to the university 	
31.	The AGENCY shall provide one (1) regular reliever for every six (6) security guards	

Prepared by:



ROMULO L. GOMEZ
 Director, UCSS

Noted:

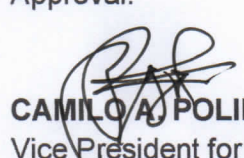

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