

Republic of the Philippines Department of Budget and Management PROCUREMENT SERVICE BIDS AND AWARDS COMMITTEE



MINUTES OF MEETING

Wednesday, Decem	ber 5, 2018 2:15 PM	TWG ROOM	
MEETING CALLED BY	BIDS AND AWARDS COMMITTEE IX		
Type of Meeting	Pre-Bid Conference		
PROJECT	Supply and Delivery of Floor Care Products (Mop Bucket) for the Procurement Service (PS)		
REFERENCE NO	PB 18-433-9		
	BIDS AND AWARDS COMMITTEE IX		
ATTENDEES	Ms. Dalisay Conrinaa P. Dela Chica Ms. Leah M. Valdez Mr. Rojim RJ C. Espere Ms. Catherine Anne D. Mirabel	Chairperson Vice-Chairperson Provisional Member Adhoc Member	
	PROSPECTIVE BIDDER/S:		
ter en	Ms. Janice Javier Ms. Len Ocera	LMS Industries. LMS Industries.	
	The scheduled Pre-Bid Conference state presiding.	rted at 2:15 PM with the Chairperson	
	2. The PMO-In-Charge acknowledged the presence of the attendees.		
CALL TO ORDER	3. The compliance on the Invitation to Observers has been stated. Notices to the Observers have been sent within the prescribed period, but none attended the activity.		
	4. The project was presented after the require	ed quorum has been established	

DISCUSSION

I. DOCUMENTATIONS

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PRE-BID CONFERENCE
Public Bidding No. 18-433-9
Supply and Delivery of Floor Care Products (MopBucket)
for the Procurement

R.R. Road, Cristobal Street, Paco, Manila, Philippines 1007 Trunk line: (02) 689 7750 I helpdesk@ps-philgeps.gov.ph DOCUMENTATIONS FROM PD IX

 The PMO-In-Charge discussed the general requirements for government procurement of goods. During the discussion, the following topics were tackled: the purpose of Pre-bid Conference, who can participate, Proof of bidder's eligibility, suggested forms, sequencing of documents, and BAC IX contact details, amongst others.

II. BID DOCUMENTS	
INSTRUCTIONS TO BIDDER	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
	The Chairperson asked the prospective bidder if they can provide a single Largest Completed Contract amounting to 25% of the total ABC.
BID DATA SHEET	 The prospective bidder said they can provide the necessary documents upon Opening of Bids.
GENERAL CONDITIONS OF THE CONTRACT	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
SPECIAL CONDITIONS OF THE CONTRACT	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
SCHEDULE OF REQUIREMENTS	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
TECHNICAL SPECIFICATIONS	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
TERMS OF REFERENCE	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
BIDDING FORMS	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
TII OTHER DISCUSSIO	NS CONTROL OF THE REPORT OF TH
OTHER MATTERS	There were no Discussions/Amendments made; and no further instructions were made by the BAC.
ATTACHMENTS	"NONE"
*ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:30 PM

CERTIFICATION	We certify that the foregoing is the true account of Pre-Bid Conference conducted on Wednesday December 5, 2018
THE AND THE COMMENT OF THE PARTY OF THE COMMENT OF	The Bids and Awards Committee IX
	CATHERINE ANN D. MIRABEL Ad Hoo Member
	ROJIN ŘÍ C. ESPERE
CERTIFIED CORRECT	Provisional Member
	ATTY. MICHELLE B. RECTO Regular Member
	LEAH NIMFA M. VALDEZ
	Vice Chairperson
	DALISAY CONKINA P. DELA CHICA Chairperson