



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



MINUTES OF MEETING

Thursday, February 23, 2019 10:00 AM CONFERENCE ROOM B

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE 2
TYPE OF MEETING	Prebid Conference
PROJECT	Supply and Delivery of Data Folder for the Procurement Service
REFERENCE NO.	Public Bidding No. 19-070-2
ATTENDEES	<p>Bids and Awards Committee 2: Engr. Manuel S. Avila Chairperson Mr. Arnold F. Bondoc Vice Chairperson Ms. Maria Danica P. Abengoza Provisional Member Mr. Jernimel B. Galit Ad Hoc Member</p> <p>BAC Secretariat: Ms. Princess Joy B. Flores Member, Procurement Division 2, PS</p> <p>BAC Technical Working Group: Engr. Leigh Ann F. Pua Member, Procurement Division 2, PS</p> <p>Prospective Bidders: Mr. Paolo Enrico P. Yalong West Heaven Trading Corp.</p>
CALL TO ORDER	The scheduled Pre-Bid Conference started at 11:04 AM with Engr. Avila presiding.

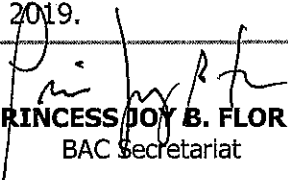

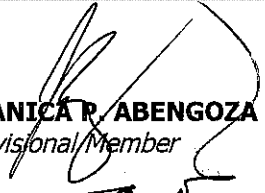

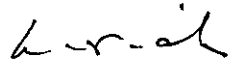
DISCUSSION

I. BID DOCUMENTS	
INSTRUCTIONS TO BIDDERS	<p>SECTION II</p> <p>ITB Clause 12.1:</p> <p>- Upon the manifestation by Mr. Yalong to participate to the bidding with a Joint Venture, it was discussed that the requirements for a Joint Venture are:</p> <ol style="list-style-type: none"> 1. All the Legal Eligibility Documents must be submitted by both parties 2. The partner who submitted the Statement of Ongoing and Awarded but not yet Started Contract must also be the same partner that will submit the NFCC



	<p>ITB Clause 18.1:</p> <ul style="list-style-type: none"> - It was discussed that the Bid Security in the forms of Bank Draft/ Bank Guarantee/ Irrevocable Letter of Credit and Sure Bond must reflect in the instrument or in a rider all the conditions stated in ITB Clause 18.1 (a) and (b). While the reference number in the Bid Securing Declaration must be the same with the bidding documents.
BID DATA SHEET	<p>SECTION III</p> <p>ITB Clause 29.2:</p> <ul style="list-style-type: none"> - It was emphasized that the requirement for the latest VAT Returns is for the last six months from the deadline of submission of bids.
GENERAL CONDITIONS OF THE CONTRACT	<p>SECTION IV</p> <p>No highlights.</p>
SPECIAL CONDITIONS OF THE CONTRACT	<p>SECTION V</p> <p>SCC Clause 1.1(K):</p> <ul style="list-style-type: none"> - It was clarified that there will be several project sites to be delivered on for the item.
SCHEDULE OF REQUIREMENTS	<p>SECTION VI</p> <p>No highlights.</p>
TECHNICAL SPECIFICATIONS	<p>SECTION VII</p> <ul style="list-style-type: none"> - Upon the query of Mr. Yalong of the dimensions of the data folder, the BAC clarified that the arch mechanism and the taglia lock are on the header of the document. - The BAC noted the confusion of the requirement of the colors of the product where it states, "Assorted colors (red, green, blue, brown and maroon) one shade only".
TERMS OF REFERENCE	No highlights.
BIDDING FORMS	<p>SECTION VII</p> <p>Bid Form:</p> <ul style="list-style-type: none"> - Mr. Yalong raised a concern regarding the Schedule of Prices. He said that the divulging the prices may be advantageous to the importers who will see the prices of the traders. - Engr. Avila said that the concern will be raised to the management for consideration.
II. OTHER DISCUSSIONS	
OTHER MATTERS	None.
ATTACHMENTS	None.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 12:00 PM

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CERTIFICATION	We certify that the foregoing is the true account of Prebid Conference conducted on February 28, 2019.
PREPARED BY	 PRINCESS JOY B. FLORES BAC Secretariat
CERTIFIED CORRECT	Bids and Awards Committee 2: <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  JERNIMEL B. GALIT <i>Ad Hoc Member</i> </div> <div style="text-align: center;">  MARIA DANICA R. ABENGOZA <i>Provisional Member</i> </div> </div> <p style="text-align: center;"><i>On Official Business:</i></p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> ATTY. MICHELLE ANNE B. RECTO <i>Regular Member</i> </div> <div style="text-align: center;">  ARNOLD F. BONDOC <i>Vice Chairperson</i> </div> </div> <div style="text-align: center; margin-top: 20px;">  ENGR. MANUEL S. AVILA <i>Chairperson</i> </div>