



Republic of the Philippines
 Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE
 PS DBM Compound, RR Road, Cristobal St., Paco, Manila
 Tel. No. 689-7750



MINUTES OF MEETING

Thursday, August 23, 2018	10:00 AM	CONFERENCE ROOM A
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII														
TYPE OF MEETING	PREBID CONFERENCE														
PROJECT	Supply and Delivery of 3,577 Science and Math Equipment for Grades 4 to 6 to 1,887 Public Elementary Schools for the Department of Education														
REFERENCE NO.	PUBLIC BIDDING NO. 18-224-7														
ATTENDEES	<p>Bids and Awards Committee VII</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Ms. Rosalinda V. Dapito</td> <td>Chairperson</td> </tr> <tr> <td>Atty. Divina Gracia A. Bacal</td> <td>Regular Member</td> </tr> <tr> <td>Engr. Ian T. Fajarito</td> <td>Provisional Member, PMO-In-Charge</td> </tr> </table> <p>Procurement Division VII</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Ms. Kaila M. Jaronay</td> <td>Secretariat</td> </tr> </table> <p>End-user's Representative:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Engr. Ralph Neri</td> <td>TWG, BLR – Cebu</td> </tr> <tr> <td>Mr. Marvin Maquilas</td> <td>BLR-Cebu</td> </tr> </table> <p>Bidder:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Mr. Jonathan Zulueta</td> <td>Nikka Trading</td> </tr> </table>	Ms. Rosalinda V. Dapito	Chairperson	Atty. Divina Gracia A. Bacal	Regular Member	Engr. Ian T. Fajarito	Provisional Member, PMO-In-Charge	Ms. Kaila M. Jaronay	Secretariat	Engr. Ralph Neri	TWG, BLR – Cebu	Mr. Marvin Maquilas	BLR-Cebu	Mr. Jonathan Zulueta	Nikka Trading
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CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 10:30 AM with the Chairperson presiding. 2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the three members of the BAC, the required quorum has been established. 3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers. 4. The Secretariat presented the general requirements for government procurement.
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DISCUSSIONS

I. BID DOCUMENTS	
INSTRUCTIONS TO BIDDERS	<p>SECTION II</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
BID DATA SHEET	<p>SECTION III ITB Clause 20.3 Page 41</p> <p>X X X</p> <p>Each Bidder shall submit one (1) original and one (1) copy of the first and second components of its bid. 1st copy- marked as 'ORIGINAL'; 2nd copy- marked as 'COPY 1'; and 3rd copy- marked as 'COPY 2'.</p> <p>X X X</p> <p style="text-align: center;">- <i>To clarify that bidders shall submit three sets of its proposal (one original and two copies (Copy 1 and 2)).</i></p>
	<p>ITB Clause 29.2 in relation to BDS Clause 12.1 (a)(i) Page 42</p> <p>For purposes of Post-qualification the following document(s) shall be required to be submitted within five (5) calendar days from receipt of notice from the BAC:</p> <ol style="list-style-type: none"> 1. X X X 2. X X X 3. X X X 4. X X X

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	<p>5. <u>Valid PhilGEPS Certificate of Registration (Platinum Membership), if bidder opted to submit the eligibility documents under Annex A of the Certificate during opening of bids:</u></p> <ul style="list-style-type: none"> - <i>To clarify that bidders shall submit a valid PhilGEPS Registration Certificate as part of post-qualification documents once they opted to submit Business Registration, 2018 Mayor's Permit, 2017 Audited Financial Statement and Valid and current Tax Clearance per E.O. 398. s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR) in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership) during opening of bids.</i>
<p>GENERAL CONDITIONS OF THE CONTRACT</p>	<p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>SECTION V GCC Clause 1.1(k) Page 61</p> <p>x x x</p> <p>The Project Sites are indicated in the attached LIST OF RECIPIENT ELEM SCHOOLS.</p> <p>x x x</p> <ul style="list-style-type: none"> - <i>Since the List of Recipient Elementary Schools was not attached in the reproduced/ printed Bidding Documents, the same shall be included in the Supplemental/ Bid Bulletin to be issued for the project.</i>
<p>SCHEDULE OF REQUIREMENT</p>	<p>SECTION VI Page 68</p> <p>x x x</p> <p>DELIVERY PERIOD:</p> <p>Within one hundred ninety eight (198) calendar days upon receipt of the Notice to Proceed</p> <p>x x x</p> <ul style="list-style-type: none"> ➤ A representative from Nikka Trading requested to amend the delivery schedule from one hundred ninety eight (198) Calendar Days to two hundred forty (240) Calendar Days.

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	<ul style="list-style-type: none"> - <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.</i>
	<p>SUBMISSION OF SAMPLES/DEMO UNITS</p> <ul style="list-style-type: none"> - <i>It was emphasized that samples shall be submitted to PD VII on or before the deadline of bid submission.</i>
	<p>GUIDELINES ON DELIVERY, INSPECTION, ACCEPTANCE AND DOCUMENTATION OF THE SCIENCE AND MATHEMATICS EQUIPMENT</p> <ul style="list-style-type: none"> ➤ A representative from Nikka Trading inquired on who will accept the goods. - <i>The Chairperson stated that the concern will be taken up during the kick-off meeting to be conducted prior to contract implementation. Such meeting shall be attended by the End-user representatives, the joint Technical Inspection and Acceptance Committee, Procurement Division VII representative and the winning bidder.</i>
<p>TECHNICAL SPECIFICATIONS</p>	<p>Section VII Page 71</p> <p>Item No. 1: Braced Fresh Water Acrylic Aquarium Brand and Model: Name of Manufacturer: Country of Origin:</p> <ul style="list-style-type: none"> ➤ A representative from Nikka Trading raised if the "brand and model" is applicable for the above-mentioned item. - <i>The PMOIC discussed that if it is not applicable, just leave it blank and added that it is not a ground for disqualification if the field is left blank.</i>
	<p>Page 73</p> <p>X X X</p> <p>Item No. 3: Relief Globe</p> <p>X X X</p>

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Mountain areas are in raised-relief, proportionate to each other with Mount Everest minimum height of 1.5mm from Sea level surface of the Globe. Mountain areas are shaded three-dimensionally.

X X X

- The proponent (Nikka Trading) requested to amend the requirement from "1.5mm" to a range of 0.3 to 0.5mm.
 - *The End-user representative explained that the 0.3 to 0.5mm elevation may be very small thus it may be hard to distinguish the elevation Mount Everest with the mountain areas. Nevertheless, the BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.*

BID FORMS

There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.

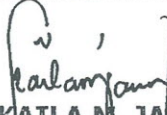

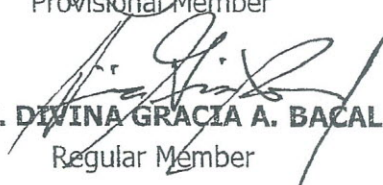


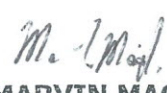
III. OTHER MATTERS

OTHER MATTERS

1. The following points were also emphasized:

- For the required Competent Evidence of Identity
 - Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed.
- No. 10th statement under the Omnibus Sworn Statement
 - It was emphasized that notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th statement and are deemed received as of its transmittal (not as of receipt by the bidder) and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.

2. The PMOIC presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on August 27, 2018.

ATTACHMENTS	Annex "A" – Regional Breakdown of the 1,887 Recipient Public Elementary Schools
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:40 AM.
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on August 23, 2018.
PREPARED BY	Procurement Division VII  MS. KAILA N. JARONAY Secretariat
CERTIFIED CORRECT	Bids and Awards Committee VII (BAC VII)  ENGR. IAN T. FAJARITO Provisional Member  ATTY. DIVINA GRACIA A. BACAL Regular Member  MS. ROSALINDA V. DAPITO Chairperson END USER'S REPRESENTATIVES  ENGR. RALPH NERI End User, BLR Cebu  ENGR. MARVIN MAQUILAS End User, BLR Cebu

Note: For the purpose of this Minutes and for better understanding of its contents, the following rules shall apply: (a) ~~Double strike-out~~ – denotes deletion; (b) Underline – denotes inclusion or new item/requirement; and "xxx" – denotes separation of phrase/s being amended from the rest of the main text.