



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



## MINUTES OF MEETING

Tuesday, September 4, 2018	10:00 AM	CONFERENCE ROOM B
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<b>MEETING CALLED BY</b>	<b>BIDS AND AWARDS COMMITTEE V</b>
<b>TYPE OF MEETING</b>	<b>Prebid Conference</b>
<b>PROJECT</b>	Supply, Delivery, Installation, Configuration, Testing and Commissioning of Wireless Infrastructure for the UP-Philippine General Hospital
<b>REFERENCE NO.</b>	<b>PB No. 18-257-5</b>
<b>ATTENDEES</b>	<p><b>Bids and Awards Committee V:</b>                      Ms. Teresita J. Dela Cruz                                      Chairperson                      Mr. Jack G. Mercado    Vice-Chairperson                      Mr. Webster M. Laureñana                                      Provisional Member</p> <p><b>Procurement Division V:</b>                      Ms. Jessica G. Gapuz    Member                      Engr. Yuji C. Hoshina    Member                      Ms. Rosemarie N. Andulan                                      Secretariat</p> <p><b>End-user's Representatives</b>                      Ms. Ma. Theresa Natividad                                      PGH-IT                      Mr. Roque Villegas     PGH-IT</p> <p><b>Prospective Bidders:</b>                      Ms. Michelle Ganibo     SMS Global Technologies Inc.                      Mr. Jerome Bautista     SMS Global Technologies Inc.                      Mr. Allan de Guzman    SMS Global Technologies Inc.                      Mr. Angelo Vitanzos    PLDT, INC.                      Mr. John Vincent Capendit                                        SMS Global Technologies Inc.                      Mr. Philip Eleda    WLT                      Mr. Jerick Maliwat    WLT                      Ms. Ma. Guete Esteban    TRENDS and Technologies, INC.</p>
<b>CALL TO ORDER</b>	<b>1.</b> The scheduled Pre-bid Conference started at <b>10:20 AM</b> with the Chairperson presiding.

2. Engr. Hoshina acknowledged the presence of the attendees.
3. It was likewise reported that observers were invited but none confirmed attendance.

## DISCUSSION

### I. BID DOCUMENTS

#### INVITATION TO BID

NO DISCUSSION

BDS Clause 5.4  
Page 40

xxx

Contract for **SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING AND COMMISSIONING of WIRELESS INFRASTRUCTURE.**

Xxx

#### BID DATA SHEET

Ms. Esteban from Trends and Technologies, Inc. suggested to exclude the installation and configuration in the definition for the similar contract since they are already part of the testing and commissioning.

**The End-User approved the suggestion of the prospective bidder and recommended to the BAC to remove installation and configuration since they form part of the testing and commissioning of wireless infrastructure.**

The Chairperson took note of the amendment and informed the prospective bidders that the change will be reflected in the Bid Bulletin to be issued.

BDS Clause 20. 3  
Page 43

xxx

**A softcopy of the Eligibility and/or Technical Documents shall be provided in a searchable PDF format together with the bid proposal before the deadline of submission of bids.**

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	<p>The Vice-Chairperson clarified that they need to submit soft copy of the eligibility and/or technical documents together with the bid proposal. He reiterated that these documents must be in a searchable PDF and failure to comply is a ground for disqualification. He explained that this requirement is important during post-qualification.</p>
	<p>Furthermore, the Vice-Chairperson said that this file may be saved in a Compact Disk (CD) or a Flash drive which must be included in their submission during the Opening of Bids.</p>
	<p>BDS Clause 29. 2 Page 45</p> <p>xxx</p> <p><b>6. Certificate of Distributorship/ Resellership from the manufacturer</b> (For each item: Access Points, LAN Controllers and Network Edge Switches); or <b>Certificate of Distributorship from the manufacturer and Resellership Certificate from the distributor for the bidder</b>, provided it is accompanied with list of at least two (2) Manufacturer Certified Engineers for the proposed brands (For each item: Access Points, LAN Controllers and Networks Edge Switches), who will primarily be involved in the implementation of the project. Engineer's Certification shall also be submitted;</p> <p>xxx</p> <p>The PMOIC explained that the requirements in BDS Clause 29.2 No. 6 are two distinct requirements. The former is required if the prospective bidder is the distributor and the latter if the prospective bidder is a reseller and wherein a back to back certification is necessary.</p>
	<p>BDS Clause 29.2 Page 45</p> <p>xxx</p> <p><b>7. Manufacturer's certificate</b> that the brand being offered has been in the Philippine market <b>on 2013 or previous years</b> which are to be accompanied with proof (<i>For each item: Access Points, LAN Controllers and Network Edge Switches</i>);</p> <p>Xxx</p>

The PMOIC emphasized that the certificate to prove the brand existence in the Philippine market must be issued by the manufacturer and not by the distributor or by the reseller.

Ms. Esteban asked from whom the accompanied proof will be coming from since the manufacturer cannot provide such evidence for the reason of their non-disclosure policy which prohibits them from revealing their contracts to other suppliers.

**The PMOIC clarified that accompanied proofs such as Purchase Orders (PO), Invoice or Contract may come from other distributor or bidder since it is only necessary to attest the existence of such brand in the Philippine market.**

One of the prospective bidders made known that their corporation has only been in the business for two (2) years. He clarified that it may not be possible for them to submit proof of existence of their offered brand for the last five (5) years.

**The Chairperson said that they may ask other resellers of the offered brand to provide those proofs if the manufacturer refuses to do so.**

The prospective bidders explained that their competitors or other resellers may not disclose such information to them as well. They asked what other documents they can submit in lieu of the requirement.

**The PMOIC took note of this matter and informed them that it will be a subject for discussion.**

BDS Clause 29. 2  
Page 45


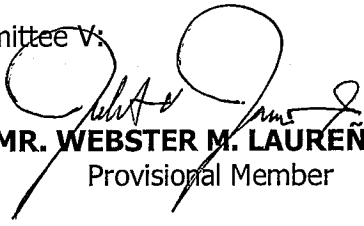
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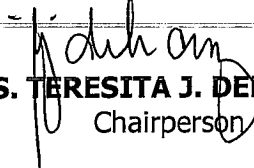
**8. Certification of very satisfactory performance rating from at least three (3) previous client/s for the last two (2) years; (For any of the item: Access Points, LAN Controllers or Network Edge Switches);**

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Ms. Esteban asked if the required certificate of satisfactory performance must come from clients who purchased same brands of their item.

	<p>The End-User explained that the brand for the item is not necessarily be the same as to their offered brand since the certification is pertaining to their performance rating/ customer service.</p>
	<p>XXX</p> <p>BDS Clause 29. 2 Page 46</p> <p>XXX</p> <p><b>10.Certificate for the Warranty issued by manufacturer</b> - minimum of three (3) years warranty on parts and service (<b>effective upon end-user's acceptance</b>) <b>AND</b> availability of trained technicians for each item: Access Points, LAN Controllers and Network Edge Switches;</p> <p>XXX</p> <p>One of the prospective bidders asked if they could extend the warranty for the reason that the manufacturer has already limit it for a certain period.</p> <p><b>The Vice-Chairperson resolved the matter by clarifying that if ever the manufacturer has provided for a limited period of warranty, the bidder must provide an undertaking which extends the period given by the manufacturer to meet the requirement set forth.</b></p>
<p>GENERAL CONDITIONS OF THE CONTRACT</p>	<p>NO DISCUSSION</p>
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>NO DISCUSSION</p>
<p>SCHEDULE OF REQUIREMENTS AND SUBMISSION OF SAMPLE</p>	<p>NO DISCUSSION</p>

	<p><b>Section VII: Technical Specification</b></p> <p><b>Lot 1: Supply, Delivery, Installation, Configuration, Testing and Commissioning of Wireless Infrastructure</b></p> <p><b>Page 75</b></p>
<p><b>TECHNICAL SPECIFICATIONS</b></p>	<p>On the matter of LAN Controller, one of the prospective bidders informed the BAC that they would be using a different one.</p> <p><b>Enterprise Wireless LAN Controller for Wave 2 Access Point</b></p> <p><b>xxx</b></p> <ul style="list-style-type: none"> <li>• Compatible with Existing PGH LAN Controller</li> </ul> <p><b>xxx</b></p> <p>The End-User clarified that it should be compatible with existing Local Area Network (LAN) since at present they have no LAN Controller.</p>
<p><b>BID FORM</b></p>	<p>NO DISCUSSION</p>
<p><b>OTHER MATTERS</b></p>	<p>NO DISCUSSION</p>
<p><b>ADJOURNMENT</b></p>	<p>Having no other matters for discussion, the meeting was adjourned at <b>12:30 AM</b></p>
<p><b>CERTIFICATION</b></p>	<p>We certify that the foregoing is a true account of the Pre-bid Conference conducted on September 4, 2018.</p>
<p><b>PREPARED BY</b></p>	<p>The Procurement Division V:</p>  <p><b>MS. ROSEMARIE N. ANDULAN</b> Secretariat</p>
<p><b>CERTIFIED CORRECT</b></p>	<p>Bids and Awards Committee V:</p>  <p><b>MR. WEBSTER M. LAUREÑANA</b> Provisional Member</p>

	 <b>MR. JACK G. MERCADO</b> Vice-Chairperson
	 <b>MS. TERESITA J. DELA CRUZ</b> Chairperson

*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.*