

Republic of the Philippines

Department of Budget and Management

PROCUREMENT SERVICE



PS DBM Compound, RR Road, Cristobal St., Paco, Manila Tel. No. 689-7750



MINUTES OF MEETING

Thursday, Septembe	or 13, 2018 10:00 AM	CONFERENCE ROOM C				
MEETING CALLED BY	BIDS AND AWARDS COMMITTEE V	ΊΙ				
TYPE OF MEETING	PREBID CONFERENCE					
PROJECT	Supply and Delivery of Various Janitorial Supplies for the Procurement Service (PS)					
REFERENCE NO.	PUBLIC BIDDING NO. 18-270-7					
	Bids and Awards Committee VII Ms. Rosalinda V. Dapito Ms. Rowena R. Inocentes Ms. Consolacion S. Cinco	Chairperson Provisional Member, PMO-In-Charge AdHoc Member				
ATTENDEES	Procurement Division VII Ms. Kaila M. Jaronay Mr. Alvin John D. Perater Engr. Ian T. Fajarito	Secretariat TWG Member				
	Bidder: Mr. Jaerben Sereño Mr. Manolitos Barrozo	Comark International Corp. Comark International Corp.				
	 The scheduled Prebid Confere Chairperson presiding. 	ence started at 10:30 AM with the				
CALL TO ORDER	The Secretariat acknowledged the that with the presence of the three quorum has been established.	presence of the attendees, and stated (3) members of the BAC, the required				
	The Secretariat stated BAC'S comp Observers.	pliance with regard to the invitation of				
	The Secretariat presented the g procurement.	eneral requirements for government				

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PREBID CONFERENCE
Public Bidding No. 18-270-7

Supply and Delivery of Various Ianitorial Supplies for the Procurement Service (PS)

DISCUSSIONS

T. BID DOCUMENTS	May 4						
INSTRUCTIONS TO BIDDERS	SECTION There		other discussions de	~			
THE CHARLES CONTINUES OF SECURITY OF MAKEN PROPERTY OF A SECURITY OF SECURITY	revision	ns under un	other discussions, clari is Section of the Biddin	Tications, amendmening Documents.	ts, inclusions a	and	
BID DATA SHEET	There revision	here were no other discussions, clarifications, amendments, inclusions and evisions under this Section of the Bidding Documents.					
GENERAL CONDITIONS OF THE CONTRACT	There revision	SECTION IV There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.					
	SECTION GCC CIA	ause 16.1		n menenning til med enderfolde til til skulderholmstoride at state andere menen ved ender at kva entræ kval	en e	Kilorekeenni	
	The ins	spections a VII. Techn	nd tests that will be c lical Specifications.		accordance wi	ith	
	LOT NO. QTY DESCRIPTION ADDITIONAL QUANTITY FOR TESTING EVERY BATCH OF CENTER OF DELIVERY FOR TESTING ACCEPTANCE FEE TEST						
SPECIAL CONDITIONS OF THE CONTRACT	- Am	xxx	xxx	xxx	xxx		
	2	XXX	xxx	xxx	xxx		
	3	38,163 cans	CLEANSER, SCOURING POWDER, 350g min./can	6 canisters	PIPAC		
	4	XXX	xxx	xxx	xxx		

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PREBID CONFERENCE
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	-	SCOURING PAD,		
	17,130	nylon, 140mm x		
5	packs	200mm (min.), 8mm thickness (min.), 5 pieces per pack	Two (2) packs	PIPAC

- The TWG informed the body that samples required may not be sufficient since the numbers indicated above are only for the testing centers. He added that some of the samples are to be forwarded to the PS Inspection Division during inspection and acceptance testing. Thus, the BAC recommended for the verification of the required quantities to be forwarded to the Inspection Division.
- The amendments on the quantities shall be reflected in the Supplemental/ Bid Bulletin to be issued for the project.

SECTION VI

X X X

LOT NO QUANTITY		ITEM AND DESCRIPTION	
3 38,163 cans		CLEANSER, SCOURING POWDER, 350g min./can	
DEL	IVERY SCHEDULE	QUANTITY	
	ne: ar days from receipt of Proceed (NTP)	6,360 cans	
2nd Tranche : Within 30 calendar days thereafter		6,360 cans	
3rd Tranche : Within 30 calendar days thereafter		6,360 cans	
4th Tranche : Within 30 calendar days thereafter		6,360 cans	
5th Tranche : Within 30 calendar days thereafter		6,360 cans	
6 th Tranci Within 30	he : calendar days thereafter	6,363 cans	

SCHEDULE OF REQUIREMENTS

X X X

Supply and Delivery of Various Janitorial Supplies for the Procurement Service (PS)

LOT NO	QUANTITY	ITEM AND DESCRIPTION
5	17,130 packs	SCOURING PAD, nylon, 140mm x 200mm (min.), 8mm thickness (min.), 5 pieces per pack
DEL	IVERY SCHEDULE	QUANTITY
1st Tranche: 30 calendar days from receipt of Notice to Proceed (NTP)		2,855 packs
2nd Tranche : Within 30 calendar days thereafter		2,855 packs
3rd Tranche : Within 30 calendar days thereafter		2,855 packs
4 th Tranche: Within 30 calendar days thereafter		2,855 packs
5th Tranche : Within 30 calendar days thereafter		2,855 packs
6th Tranche : Within 30 calendar days thereafter		2,855 packs

X X X

- The representatives from Comark stated that they can comply with the schedule of requirements.

TECHNICAL SPECIFICATIONS

Section VII

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

Section VIII

BID FORMS

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

IIILOTHER MATTERS

- 1. The following points were also emphasized:
 - For the required Competent Evidence of Identity
 - Based on the Rules on Notarial Practice, only governmentissued 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
 - Notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th

OTHER MATTERS

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PREBID CONFERENCE
Public Bidding No. 18-270-7

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.

Late submission of documents required for the LCB will be a

ground for Post Disqualification

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 September 17, 2018.

ATTACHMENTS	None
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:00 AM .
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on September 13, 2018.
	Procurement Division VII
PREPARED BY	railangaing
ON THE THE WAS COMMON THE ASSESSMENT OF THE STATE OF THE	MS. KAILA M JARONAY Secretariat
	Bids and Awards Committee VII (BAC VII)
	MS. ROWENA R. INOCENTES
	Provisional Member
CERTIFIED CORRECT	Cacinco
	MS. CONSOLACION S. CINCO
	AdHoc Member to the BAC
	MS. ROSALINDA V. DAPITO 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.

ATTENDANCE FOR BAC VII BIDDING ACTIVITIES DATE: SEPTEMBER 13, 2018

BIDS AND AWARDS COMMITTEE VII:

NAME	DESIGNATION	SIGNATURE	Time In ¹	Time out ²
Ms. Rosalinda V. Dapito	Chairperson	de	0: M	Time out
Mr. Vic Anthony A. Tubon	Vice Chairperson	<u> </u>		
Atty. Divina Gracia Bacal	Regular Member			
Ms. Rowena R. Inocentes	Provisional Member	(lecommo		
Ms. Consolacion S. Cinco	AdHOC Member	Cornes		

DIVISION CHIEFS:

NAME	DIVISION	SIGNATURE

PROCUREMENT DIVISION VII:

SIGNATURE
-(10-)
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TIME	ACTIVITY	REF NO	TITLE	Agency	Secretariat	TWG
10:00 AM	Prebid	PB No 18-270-7	Supply and Delivery of Various Janitorial Supplies (Green) Procurement)	PS /	Long and	A. PERATA AMONAY Time In:

¹ to be filled out by the BSD ² to be filled out by the BSD

10:00 AM	Prebid	PB No 18-270-7	Supply and Delivery of Various Janitorial Supplies (Green Procurement)	PS

BIDDERS: EMAIL CONTACT COMPANY NAME SIGNATURE ADDRESS NUMBER COMAPLI jacoben. Serunga gna 11. com 877-19ake to msbarrowe comark.com. Th Comark 2. Manolitos Barrozo 3. 4. 5. 6. 7. 8. 9, 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23, 24. 25. 26. 27. 28. 29.

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