



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



## MINUTES OF MEETING

|                            |          |     |
|----------------------------|----------|-----|
| Wednesday, October 3, 2018 | 10:00 AM | OED |
|----------------------------|----------|-----|

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| <b>MEETING CALLED BY</b> | <b>BIDS AND AWARDS COMMITTEE 1</b>   |   |
| <b>TYPE OF MEETING</b>   | <b>Pre-bid Conference</b>  |   |
| <b>PROJECT</b>           | Supply, Delivery, Installation, Testing, Training and Commissioning of Next Generation Firewall Appliance for the Philippine Army (PA)   |   |
| <b>REFERENCE NO.</b>     | <b>PB No. 18-318-1</b>   |   |
| <b>-ATTENDEES</b>        | <p><b>Bids and Awards Committee 1</b><br/>         Engr. Rosana D. Yambao<br/>         Mr. Paul Jasper V. De Guzman<br/>         Atty. Divina Gracia Bacal<br/>         Ms. Ray-ann V. Sorilla</p> <p><b>End-user (s)</b><br/>         Maj Lito Salanguste<br/>         Cpt Benedict Cruz</p> <p><b>BAC Support Division</b><br/>         Mr. Rodelio D. Maendez, Jr.</p> <p><b>Bidder(s)</b><br/>         Mr. Dante Villarta<br/>         Ms. Myka Yahiya<br/>         Mr. Rico Masgarifnas</p> | <p>Chairperson<br/>         Vice-Chairperson<br/>         Regular Member<br/>         Provisional Member</p> <p>Technical Working Group, PA<br/>         Technical Working Group, PA</p> <p>Secretariat</p> <p>IP Solutions, Inc.<br/>         ATI<br/>         ATI</p> |
| <b>CALL TO ORDER</b>     | <ol style="list-style-type: none"> <li>1. The scheduled Pre-bid conference started at <b>10:15 AM</b> with the Chairperson presiding.</li> <li>2. The BAC Secretariat acknowledged the presence of attendees.</li> <li>3. The required quorum is established. Pre-bid conference with no observers in</li> </ol>   |   |

attendance is conducted. Invitation to Observers were sent. However, none of them confirmed their attendance.

**DISCUSSION**

| I. BID DOCUMENTS                   |  |
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| INVITATION TO BID                  | <b>SECTION I</b><br>NO DISCUSSION  |
| INSTRUCTIONS TO BIDDERS            | <b>SECTION II</b><br>NO DISCUSSION   |
| BID DATA SHEET                     | <p><b>SECTION III</b><br/>BDS Clause No. 29.2<br/>Page No. 43</p> <p>The following income and business tax returns are required to be submitted within five (5) calendar days from receipt of notice from the BAC:</p> <p style="padding-left: 40px;"><i>2. Latest Value Added Tax Returns (Form 2550M and 2550Q) or the Percentage Tax Returns (Form 2551M) for the last six months prior to the date of bid opening.</i></p> <p><b>The Committee reiterated the requirements for VAT Returns as it one of the common reasons for disqualification observed during post-qualification evaluation.</b></p> |
| GENERAL CONDITIONS OF THE CONTRACT | <b>SECTION IV</b><br>NO DISCUSSION   |
| SPECIAL CONDITIONS OF THE CONTRACT | <b>SECTION IV</b><br>NO DISCUSSION   |
| SCHEDULE OF REQUIREMENTS           | <b>SECTION VI</b><br>NO DISCUSSION   |
| TECHNICAL SPECIFICATIONS           | <b>SECTION VII</b><br>NO DISCUSSION  |

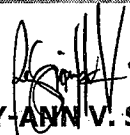
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|---------------|---------------|
| BIDDING FORMS | NO DISCUSSION |
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**III. OTHER DISCUSSIONS**

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| OTHER MATTERS | NONE |
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| ADJOURNMENT | Having no other matters for discussion, the meeting was adjourned at <b>11:04 AM</b> |
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| CERTIFICATION | We certify that the foregoing is true account of Pre-bid Conference conducted on October 3, 2018. |
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| PREPARED BY | <br><b>MS. RAY-ANN V. SORILLA</b><br>PMO-in-Charge, PD 1 |
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| CERTIFIED CORRECT | <br><b>ENGR. ROSANA D. YAMBAO</b><br>Chairperson, Bids and Awards Committee 1 |
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*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.*