



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



## MINUTES OF MEETING

Thursday, December 20, 2018	2:00 PM	MEETING ROOM 1
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<b>MEETING CALLED BY</b>	<b>BIDS AND AWARDS COMMITTEE I</b>																				
<b>TYPE OF MEETING</b>	<b>Prebid Conference</b>																				
<b>PROJECT</b>	<b><i>Supply and Delivery of LED Light Bulb 7 Watts (Max) for the Procurement Service</i></b>																				
<b>REFERENCE NO.</b>	<b>PB 18-436-1</b>																				
<b>ATTENDEES</b>	<p><b>BIDS AND AWARDS COMMITTEE 1</b></p> <table style="width:100%;"> <tr> <td>Engr. Rosana D. Yambao</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Paul Jasper V. De Guzman</td> <td>Vice-Chairperson</td> </tr> <tr> <td>Ms. Mylene B. Quiambao</td> <td>Ad-Hoc Representative</td> </tr> <tr> <td>Ms. Maybelline N. Galang</td> <td>Provisional Member</td> </tr> </table> <p><b>PROCUREMENT DIVISION 1</b></p> <table style="width:100%;"> <tr> <td>Mr. Rodelio D. Mendez Jr.</td> <td></td> </tr> <tr> <td>Ms. Ray-ann V. Sorilla</td> <td></td> </tr> </table> <p><b>Bidder(s):</b></p> <table style="width:100%;"> <tr> <td>Mr. Norman Martin</td> <td>Fresh Mango Inc.</td> </tr> <tr> <td>Mr. Dino Repuyan</td> <td>Asia Pan Pacific Company Inc.</td> </tr> <tr> <td>Ms. Marjorie Zapanta</td> <td>Banda Solar</td> </tr> <tr> <td>Mr. Elmer Balderas</td> <td>Innovalite Inc.</td> </tr> </table>	Engr. Rosana D. Yambao	Chairperson	Mr. Paul Jasper V. De Guzman	Vice-Chairperson	Ms. Mylene B. Quiambao	Ad-Hoc Representative	Ms. Maybelline N. Galang	Provisional Member	Mr. Rodelio D. Mendez Jr.		Ms. Ray-ann V. Sorilla		Mr. Norman Martin	Fresh Mango Inc.	Mr. Dino Repuyan	Asia Pan Pacific Company Inc.	Ms. Marjorie Zapanta	Banda Solar	Mr. Elmer Balderas	Innovalite Inc.
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<b>CALL TO ORDER</b>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at <b>2:00 PM</b> with the Vice-Chairperson presiding.</li> <li>2. The Vice-Chairperson acknowledged the presence of the attendees.</li> <li>3. Having established the required quorum, the PMO-in-charge proceeded with the presentation of the project.</li> </ol>																				

### DISCUSSION

#### I. BID DOCUMENTS



INSTRUCTIONS TO BIDDERS	NO DISCUSSION
BID DATA SHEET	<p>Section III Clause 12.1(a)(i)</p> <p>XXX</p> <p>Notwithstanding the above requirements, the bidder may opt to submit the following eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership):</p> <ul style="list-style-type: none"> <li>a. Business Registration;</li> <li>b. 2019 Mayor's Permit;</li> <li>c. 2017 Audited Financial Statement;</li> <li>d. Valid and current Tax Clearance;</li> </ul> <p>XXX</p> <p><b><i>Representative from Fresh Mango Inc. clarified the submission of the application and Original Receipt for the 2019 Mayor's Permit due to the declaration of January 2, 2019 as holiday and the Opening of Bids will be on January 3, 2019. Also, representative from Banda Solar stated that they don't have Mayor's Permit but instead of a Business Registration as their business is located at Clark Free Port Zone. The BAC took note of the concern; clarifications regarding the bidders' queries will be answered thru the Bid Bulletin that will be issued for the project.</i></b></p>
GENERAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SCHEDULE OF REQUIREMENTS	NO DISCUSSION
TECHNICAL SPECIFICATIONS	<p>Section VII Technical Requirements Evidence and Verification</p> <ul style="list-style-type: none"> <li>• Twelve (12) pieces shall be submitted to the BAC during opening of bids for verification of the product specifications.</li> </ul>

	<ul style="list-style-type: none"> <li>• <u>With PS Quality or ICC Certificate</u></li> </ul> <p><b>As per DTI Department Administrative Order No. 18-02: Mandatory Philippine National Standard (PNS) for self-ballasted LED Lamps for General Lighting Services. All manufacturers, distributors, importers and retailers of said product to secure a Philippine Standard (PS) License and an Import Commodity Clearance (ICC) respectively, prior to its distribution and sale.</b></p>
TERMS OF REFERENCE	NO DISCUSSION
BIDDING FORMS	NO DISCUSSION
<b>II. OTHER DISCUSSIONS</b>	
OTHER MATTERS	NO DISCUSSION
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>3: 00 PM</b>
CERTIFICATION	We certify that the foregoing is true account of <b>Prebid Conference</b> conducted on Thursday, December 20, 2018.
PREPARED BY	Procurement Division I:   <b>MS. MAYBELLINE N. GALANG</b> PMO-in-Charge
CERTIFIED CORRECT	 <b>ENGR. ROSANA D. YAMBAO</b> Chairperson