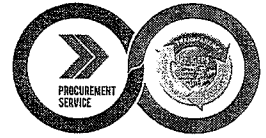




Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE
PS DBM Compound, RR Road, Cristobal St., Paco, Manila
Tel. No. 689-7750



MINUTES OF MEETING

Wednesday, November 28, 2018	10:00 AM	MEETING ROOM 1
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII	
TYPE OF MEETING	PREBID CONFERENCE	
PROJECT	Supply and Delivery of Biological Microscope for the University of the Philippines Manila (UPM)	
REFERENCE NO.	PUBLIC BIDDING NO. 18-407-7	
ATTENDEES	Bids and Awards Committee VII Ms. Rosalinda V. Dapito Ms. Ma. Jennifer R. Jimenez Ms. Miladilla Santiago Procurement Division VII Ms. Kaila M. Jaronay Mr. Ulysses E. Mora Bidders: Ms. Elizabeth Gabillete Mr. Lord Ian Dancel Mr. Lawrence Faustino Ms. Jacqueline de Vera Ms. Therese Panaglima Mr. Donald G. Serafin Ms. Rose Marie Sartujano	Chairperson Provisional Member, (PMOIC) Provisional Member (AdHoc) Secretariat Member Levins International Corp. Blue Sky Corp. Blue Sky Corp. Omnibus Biomedical Zafire Dist. Inc. SciGate Technology Corp. Elladia General Merchandise

CALL TO ORDER

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 (3) 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. Mr. Ulysses Mora presented the General Requirements for Government Procurement.

DISCUSSIONS

I. BID DOCUMENTS

INSTRUCTIONS TO BIDDERS

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

BID DATA SHEET

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

GENERAL CONDITIONS OF THE CONTRACT

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

SCHEDULE OF REQUIREMENT

SECTION VI

- A bidder clarifies the number of days for the delivery;
- The PMO-in-Charge confirmed the sixty (60) calendar days requirement;
- A bidder clarifies the place of delivery;
- PMO-in-Charge clarified the place of delivery, shall be at Palo, Leyte

Section VII

TECHNICAL SPECIFICATIONS

- PMO-in-Charge state that during the post qualification, 2 demo unit is required;
- A bidder clarified where to bring the demo unit;
- The PMO-in-Charge responded that they may submit or conduct demonstration of the demo unit to the supplier's warehouse, or at the Procurement Service, or UP Manila;
- However the Chairperson clarified the requirement, that it is mandatory that the demonstration should be conducted to the supplier's facility or warehouse, and that shall be witnessed jointly by PS and UP Manila;
- A bidder clarified the number of demo unit to be presented;
- Chairperson responded that 2 demo units are required, one (1) for demonstration and the other one (1) is a backup, in case of unit failure.
- PMO-in-Charge added that it could also be a hands-on unit and a demo unit;
- Bidders have objected the required quantity of demo units, requested if it could be decreased into one (1) demo unit only;
- The Chairperson asked the bidders one by one with regard to the objection and inform them that their request shall be deliberated, if granted, this will be reflected in the bid bulletin;
- Bidders requested to the body to bring sample slide specimen to be used during the presentation;
- The AdHOC Representative clarified that they shall bring a sample slides as requested;
- The Chairperson clarifies to the bidders that only one (1) demo unit is required and that samples shall be submitted to the supplier warehouse or at the Procurement Service, changes in the requirement shall reflect in the bid bulletin;
- Bidders clarifies the laptop unit that is included in the demo unit;
- PMO-in-Charge clarified the specification of the Laptop and that it has only standard specification;
- Bidder clarified the excitation filters requirement, the Blue Excitation Standard that ranges from 400mm to 490mm, requested to change the requirement to 460 – 490;
- Bidder clarified the Camera requirement, may be changed to "high definition or CCD camera ($\geq 5MP$)" from "high definition/CCD camera ($>5MP$);
- PMO-in-Charge told the bidders that all clarifications, if there's any, should be submitted within three (3) days.

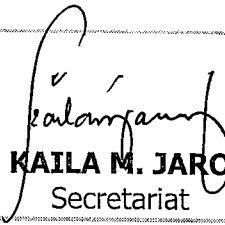


BID FORMS

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

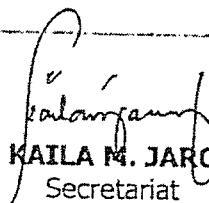


III. OTHER MATTERS

OTHER MATTERS

1. None.

ATTACHMENTS	None
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:30 AM.
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on November 28, 2018.
PREPARED BY	Procurement Division VII  MS. KAILA M. JARONAY Secretariat
CERTIFIED CORRECT	Bids and Awards Committee VII (BAC VII)  MS. MA. JENNIFER R. JIMENEZ Provisional Member (PMOIC), PS MS. MILADILLA SANTIAGO Provisional Member, BTr  MS. ROSALINDA V. DAPITO Chairperson



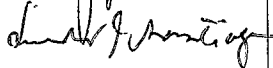
Note: For the purpose of this Minutes and for better understanding of its contents, the following rules shall apply: (a) ~~Double Strike-out~~ – denotes deletion; (b) Underline – denotes inclusion or new item/requirement; and "xxx" – denotes separation of phrase/s being amended from the rest of the main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

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**ATTENDANCE FOR BAC VII BIDDING ACTIVITIES
DATE: NOVEMBER 28, 2018**

BIDS AND AWARDS COMMITTEE VII:

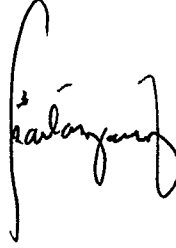
NAME	DESIGNATION	SIGNATURE	Time In ¹	Time out ²
Ms. Rosalinda V. Dapito	Chairperson		10:00	
Mr. Vic Anthony A. Tubon	Vice Chairperson			
Atty. Divina Gracia A. Bacal	Regular Member			
Ms. Ma. Jennifer R. Jimenez	Provisional Member (PMOIC)			
Ms. Miladilla Santiago	Provisional Member (AdHOC Member)			

DIVISION CHIEF:

NAME	DIVISION	SIGNATURE

PROCUREMENT DIVISION VII:

NAME	SIGNATURE

TIME	ACTIVITY	REF NO	TITLE	Agency	Secretariat	TWG
10:00 AM	Prebid	PB No 18-407-7	Supply and Delivery of Microscope for the University of the Philippines Manila (UPM)	UPM		
					Time In:	Time In:

¹ to be filled out by the BSD

² to be filled out by the BSD

OBSERVERS:

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END USER'S REPRESENTATIVES

NAME	OFFICE	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
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OTHER ATTENDEES:

NAME	DIVISION	SIGNATURE

10:00 AM	Prebid	PB No 18-407- 7	Supply and Delivery of Microscope for the University of the Philippines Manila (UPM)	UPM
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BIDDERS:

NAME	COMPANY	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1. Elizabeth Gabillate	Levin's International Corp.	egabillate@y.c	0922-5658210	
2. IAN DANIEL	Blue Sky Co.	ian@blue-sky.com	09178937088	
3. Jacqueline De Vera	Omnibus Biomedical	jdevera@omnibus.ph	09454838879	
4. Therese Panaglima	Zafire Dist. Inc	therese_panaglima@yahoo.com	09399344243	
5. Donald G. Serafin	SciGate Technology Corp.	dgserafin@scigate.com.ph	09196258224	
6. Lawrence Faustino	BLUESKY CO.	lcfaustrino@gmail.com	09176266514	
7. ROSE MARIE CARTUJANO	Eladia General Mdre.	eladiagenmdre@gmail.com	0917 791 5642	
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