## **MINUTES OF MEETING**

25 June 2019	01:30 PM	CONFERENCE ROOM B
--------------	----------	-------------------

MEETING CALLED BY	Bids and Awards Committee 1	III
TYPE OF MEETING	Pre-bid Conference	
PROJECT	Supply and Delivery of Progestin Only Pill for the Department of Health (DOH)	
REFERENCE NO.	PB No. 19-187-3	
ATTENDEES	Bids and Awards Committee II Engr. Edward Saddi Marc Hordejan Richard Garcia Edgardo Erce  Procurement Division 3 Erica Santos  Agency Representatives Onofria De Guzman Mildred Angad  Bidder DKT Philippines Merck Sharp & Dohme (MSD) Philippines	Chairperson Vice-Chairperson Provisional Member/PMOIC AdHoc Member  Secretariat  DOH DOH  Zuellig Pharma PITC Pharma Inc.
CALL TO ORDER	The scheduled <b>Pre-bid Conference</b> started at <b>03:45 PM</b> with the Chairperson presiding.  Attendees for the activity were introduced and acknowledged however invited observers did not confirm their attendance.  Having established the required quorum, the Secretariat proceeded with	

the discussion of the activity.

There were no amendments/revisions made and further instruction the BAC under this section.	ns from
Page 40, Clause 12.1(a)(i)  XXX  Notwithstanding the above requirements, the bidder may opt to the following eligibility documents in lieu of the submission PhilGEPS Certificate of Registration (Platinum Membership):  a. Business Registration; b. Mayor's Permit for 2019 c. 2017 2018 Audited Financial Statement; d. Valid and current Tax Clearance;  XXX  Page 44, Clause 29.2  XXX  For purposes of Post-qualification, the following document(s) are reto be submitted within five (5) calendar days from receipt of notice the BAC:  9. The bidder shall submit any of the following whichever is apple b. If the bidder is an Exclusive/Authorized Distributor or Deten product items; b.1 Certificate or Contract from the manufacturer memory provided as proof that the bidder is and Exclusive/Authorized Distributor or Dealer of the product/items or; b.2 (1) Certificate or Contract from the from the manufacturer memory with the importer and or (2) Certificate or Contract from importer with the distributor or dealer; or	equired the from the

GENERAL CONDITIONS OF THE CONTRACT	There were no amendments/revisions made and further instructions from the BAC under this section.			
	Page 67, Clause 10.2			
	XXX			
SPECIAL CONDITIONS				
OF THE CONTRACT	Progress Payment shall be made after acceptance of each delivery.  No further instructions.			
	XXX			
SCHEDULE OF REQUIREMENTS	There were no amendments/revisions made and further instructions from the BAC under this section.			
	Page 71, Technical	Specifications Form		
	XXX			
	AGENCY	BIDDER'S	ACTUAL	REFERENCE
	SPECIFICAT	STATEMENT	OFFER	TALL LINE
	IONS	OF COMPLIANC		
		E		
	xxx			
TECHNICAL SPECIFICATIONS				nges.
	Page 72 Labeling Instructions:			
	Standard labeling instruction as approved by PFDA pursuant to Administrative Order No. 2016-0008.			
	In addition to the labeling requirement of PFDA:  On each box, the following should be legibly imprinted or stickered with non-removable or permanent sticker label that is binding and with residue and tearing, if removed.			

Philippine Government Property – Department of Health NOT FOR SALE **+ RESALE** 

On each corrugated carton, should be legibly imprinted or stickered with non-removable or permanent sticker label that is binding and with residue and tearing, if removed.

Philippine Government Property – Department of Health NOT FOR SALE #RESALE

Date of Manufactur	re:
Date of Expiry:	
Batch/Lot No.:	

XXX

Page 72

XXX

Additional Technical Documents:

- 4. The bidder shall submit any of the following whichever is applicable:
- b. If the bidder is an Exclusive/Authorized Distributor or Dealer of the product items;
- b.1 Certificate or Contract from the manufacturer must be provided as proof that the bidder is and Exclusive/Authorized Distributor or Dealer of the product/items or;
- b.2 (1) Certificate or Contract from the from the manufacturer with the importer  $\frac{\text{and}}{\text{or}}$  (2) Certificate or Contract from the importer with the distributor or dealer; or

XXX

Zuellig Pharma representative requested that remove the agreement where in case of product recall, damaged products or expired medicines for replacement, the cost associated with the proper handling or pull out from health facilities where the medicines have already been distributed shall be borne by the Supplier. The Committee took note of the query.

XXX

TERMS OF REFERENCE	There were no amendments/revisions made and further instructions from the BAC under this section.
BIDDING FORMS	There were no amendments/revisions made and further instructions from the BAC under this section.

III. TIMELINE	
POSTING IN PHILGEPS	June 18, 2019
PREBID CONFERENCE	June 25, 2019, 01:30 PM
LAST DAY OF ISSUANCE OF BID BULLETIN	June 29, 2019
DEADLINE FOR SUBMISSION AND OPENING OF BIDS	July 9, 2019, 01:30 PM
II. OTHER DISCUSSIONS	

II. OTHER DISCUSSIONS		
OTHER MATTERS	No other matters discussed.	
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>03:30 PM</b>	
CERTIFICATION	We certify that the foregoing is true account of Pre-bid Conference conducted on <b>25 June 2019.</b>	
PREPARED BY	Procurement Division 3:  SGD ERICA SANTOS Secretariat	
	Bids and Awards Committee III:	
	SGD EDGARDO ERCE AdHoc Member	SGD RICHARD GARCIA Provisional Member / PMOIC
	SGD ATTY. DIVINA GRACIA BACAL Regular Member	SGD MARC HORDEJAN Vice-Chairperson
CERTIFIED CORRECT		

## SGD ENGR. EDWARD SADDI Chairperson

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