

MINUTES OF MEETING

29 July 2019	10:00 AM	MEETING ROOM 1
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MEETING CALLED BY	Bids and Awards Committee III																
TYPE OF MEETING	Pre-bid Conference																
PROJECT	Supply and Delivery of Monobloc, Table, White Color for the Procurement Service (PS) (Ordering Agreement)																
REFERENCE NO.	PB No. 19-223-3																
ATTENDEES	<p>Bids and Awards Committee III</p> <table> <tr> <td>Engr. Edward Saddi</td> <td>Chairperson</td> </tr> <tr> <td>Marc Hordejan</td> <td>Vice-Chairperson</td> </tr> <tr> <td>Joseph Balagtas</td> <td>Provisional Member/PMOIC</td> </tr> <tr> <td>Omar Bernal</td> <td>AdHoc Member</td> </tr> </table> <p>Procurement Division 3</p> <table> <tr> <td>Jennefer Gemudiano</td> <td>Member</td> </tr> <tr> <td>Erica Santos</td> <td>Secretariat</td> </tr> </table> <p>Bidders</p> <table> <tr> <td>Antonio Tang</td> <td>Rodenstock Manufacturing Corp.</td> </tr> <tr> <td>Maeah Isidro</td> <td>Center Point Sales and Trading Inc.</td> </tr> </table>	Engr. Edward Saddi	Chairperson	Marc Hordejan	Vice-Chairperson	Joseph Balagtas	Provisional Member/PMOIC	Omar Bernal	AdHoc Member	Jennefer Gemudiano	Member	Erica Santos	Secretariat	Antonio Tang	Rodenstock Manufacturing Corp.	Maeah Isidro	Center Point Sales and Trading Inc.
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CALL TO ORDER	<p>The scheduled Pre-bid Conference started at 10:15 AM with the Chairperson presiding.</p> <p>Attendees for the activity were introduced and acknowledged however invited observers did not confirm their attendance.</p> <p>Having established the required quorum, the Secretariat proceeded with the discussion of the activity.</p>																
I. BID DOCUMENTS																	
INSTRUCTIONS TO BIDDERS	There were no amendments/revisions made and further instructions from the BAC under this section.																

BID DATA SHEET	There were no amendments/revisions made and further instructions from the BAC under this section.																					
GENERAL CONDITIONS OF THE CONTRACT	There were no amendments/revisions made and further instructions from the BAC under this section.																					
SPECIAL CONDITIONS OF THE CONTRACT	There were no amendments/revisions made and further instructions from the BAC under this section.																					
SCHEDULE OF REQUIREMENTS	<p>Sample Testing</p> <p>The Chairperson asked the PMOIC to double check the fee for the sample testing if it is updated.</p> <p>xxx</p> <p><i>Page 70</i></p> <p>xxx</p> <table border="1" data-bbox="462 1098 1425 1581"> <thead> <tr> <th colspan="2">DELIVERY SCHEDULE</th> <th>QUANTITY</th> </tr> </thead> <tbody> <tr> <td>1ST</td> <td>Within 15 calendar days from receipt of Delivery Order</td> <td>200</td> </tr> <tr> <td>2nd</td> <td>Within 15 calendar days thereafter from receipt of Delivery Order</td> <td>200</td> </tr> <tr> <td>3rd</td> <td>Within 15 calendar days thereafter from receipt of Delivery Order</td> <td>200</td> </tr> <tr> <td>4th</td> <td>Within 15 calendar days thereafter from receipt of Delivery Order</td> <td>200</td> </tr> <tr> <td>5th</td> <td>Within 15 calendar days thereafter from receipt of Delivery Order</td> <td>200</td> </tr> <tr> <td>6th</td> <td>Within 15 calendar days thereafter from receipt of Delivery Order</td> <td>203</td> </tr> </tbody> </table> <p>xxx</p> <ul style="list-style-type: none"> ➤ Necessary changes will be reflected through Bid Bulletin. <p>xxx</p>	DELIVERY SCHEDULE		QUANTITY	1 ST	Within 15 calendar days from receipt of Delivery Order	200	2 nd	Within 15 calendar days thereafter from receipt of Delivery Order	200	3 rd	Within 15 calendar days thereafter from receipt of Delivery Order	200	4 th	Within 15 calendar days thereafter from receipt of Delivery Order	200	5 th	Within 15 calendar days thereafter from receipt of Delivery Order	200	6 th	Within 15 calendar days thereafter from receipt of Delivery Order	203
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TECHNICAL SPECIFICATIONS	There were no amendments/revisions made and further instructions from the BAC under this section.
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	July 22, 2019
PREBID CONFERENCE	July 29, 2019
LAST DAY OF ISSUANCE OF BID BULLETIN	August 5, 2019
DEADLINE FOR SUBMISSION AND OPENING OF BIDS	August 12, 2019 ; 10:00 AM

II. OTHER DISCUSSIONS

OTHER MATTERS	No other matters discussed.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 12:15 PM.
CERTIFICATION	We certify that the foregoing is true account of Pre-bid Conference conducted on 29 July 2019.
PREPARED BY	Procurement Division 3: SGD ERICA SANTOS Secretariat
	Bids and Awards Committee III: SGD OMAR BERNAL AdHoc Member SGD JOSEPH BALAGTAS Provisional Member / PMOIC

PRE-BID CONFERENCE

PB No. 19-223-3

Supply and Delivery of Monobloc, Table, White Color for the Procurement Service (PS) (Ordering Agreement)

CERTIFIED CORRECT

ON OFFICIAL BUSINESS
ATTY. DIVINA GRACIA BACAL
Regular Member

SGD
MARC HORDEJAN
Vice-Chairperson

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) ~~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.