



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



MINUTES OF MEETING

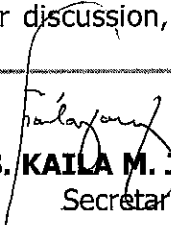

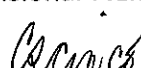


Monday, January 28, 2019	Time: 1:30 PM	Venue: Conference A
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII																				
TYPE OF MEETING	PRE-BID CONFERENCE																				
PROJECT	Supply and Delivery of Various Janitorial Supplies																				
REFERENCE NO.	PUBLIC BIDDING NO. 19-016-7																				
ATTENDEES	<p>Bids and Awards Committee VII</p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Ms. Rosalinda V. Dapito</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Vic Anthony A. Tubon</td> <td>Vice-Chairperson</td> </tr> <tr> <td>Ms. Rowena R. Inocentes</td> <td>Provisional Member, PMO In-Charge</td> </tr> <tr> <td>Ms. Consolacion S. Cinco</td> <td>AdHOC Member</td> </tr> </table> <p>Procurement Division VII</p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Alvin John D. Perater</td> <td>TWG</td> </tr> <tr> <td>Ms. Kaila M. Jaronay</td> <td>Secretariat</td> </tr> </table> <p>Observers</p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Ms. Marites De Guzman</td> <td>Eco-Hygiene</td> </tr> </table> <p>Bidders:</p> <table style="width: 100%;"> <tr> <td style="width: 60%;">Ms. Loreta M. Sanido</td> <td>LMS Industries</td> </tr> <tr> <td>Ms. Len Ocera</td> <td>LMS Industries</td> </tr> <tr> <td>Ms. Ma. Edeliza Bituin</td> <td>Consumer Care Product Inc. (CCPI)</td> </tr> </table>	Ms. Rosalinda V. Dapito	Chairperson	Mr. Vic Anthony A. Tubon	Vice-Chairperson	Ms. Rowena R. Inocentes	Provisional Member, PMO In-Charge	Ms. Consolacion S. Cinco	AdHOC Member	Alvin John D. Perater	TWG	Ms. Kaila M. Jaronay	Secretariat	Ms. Marites De Guzman	Eco-Hygiene	Ms. Loreta M. Sanido	LMS Industries	Ms. Len Ocera	LMS Industries	Ms. Ma. Edeliza Bituin	Consumer Care Product Inc. (CCPI)
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CALL TO ORDER	<p>1. The scheduled Prebid Conference started at 1:30 PM with the Chairperson presiding.</p> <p>2. The Secretariat acknowledged the presence of the attendees, and stated that required quorum was established to conduct the activity.</p>																				

	<p>3. The Secretariat likewise stated the BAC's compliance with the Invitation of Observers.</p> <p>4. Subsequently, the Secretariat presented the general requirements for government procurement for the project.</p>
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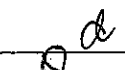
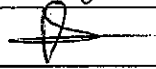
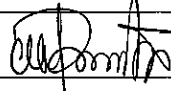
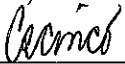
DISCUSSIONS

I. BID DOCUMENTS	
INVITATION TO BID	No further clarification.
BID DATA SHEET	No further clarification.
GENERAL CONDITIONS OF THE CONTRACT	No further clarification.
SPECIAL CONDITIONS OF THE CONTRACT	No further clarification.
SCHEDULE OF REQUIREMENT	No further clarification.
TECHNICAL SPECIFICATIONS	<p>Lot No. 2 : DISINFECTANT SPRAY</p> <p>xxx</p> <ul style="list-style-type: none"> • Testing for the composition of product can be provided by SGS Phils./Intertek Testing Services Phils. Inc. <p>xxx</p> <p>➤ CCPI manifested that they have coordinated with SGS for the above requirement but said testing center is incapable of that.</p> <p>- <i>The Committee took note the manifestation and emphasized that it was indicated under Sec. VI Schedule of Requirements (page 71) that testing shall be conducted in government laboratory testing center and if the same does not have the capability or no available machine to conduct the test, government accredited private laboratory testing center will be used.</i></p>
BIDDING FORMS	No further clarification.

II. OTHER MATTERS	
OTHER MATTERS	<ul style="list-style-type: none"> • Bid Security: <ul style="list-style-type: none"> - <i>The Committee emphasized that Bid Security must be project specific. If the bidder/s opt to submit a surety bond, the certification from Insurance Commission should likewise be project specific.</i> • Consumer Care manifested the issue on delivery schedule re; frequent changes, on hold notice due to overstocking and three (3) months inventory requirement. <ul style="list-style-type: none"> - <i>The Chairperson noted the manifestation and clarified that procurement of Common-Use resorted to Ordering Agreement (OA) to manage overstocking and/or demand replenishment.</i>
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on January 28, 2019.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:00 PM.
PREPARED BY	 MS. KAILA M. JARONAY Secretariat
CERTIFIED CORRECT	BIDS AND AWARDS COMMITTEE VII <div style="text-align: center;">  MS. ROWENA R. INOCENTES Provisional Member </div> <div style="text-align: center;">  MS. CONSOLACION S. CINCO Ad Hoc Member to the BAC </div> <div style="text-align: center;">  MR. VIC ANTHONY A. TUBON Vice-Chairperson </div> <div style="text-align: center;">  MS. ROSALINDA V. DAPITO Chairperson </div>

ATTENDANCE FOR BAC VII BIDDING ACTIVITIES
DATE: JANUARY 28, 2019

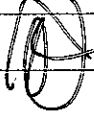
BIDS AND AWARDS COMMITTEE VII:

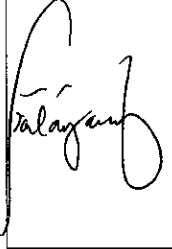

NAME	DESIGNATION	SIGNATURE	Time In ¹	Time out ²
Ms. Rosalinda V. Dapito	Chairperson		1:53	
Mr. Vic Anthony A. Tubon	Vice Chairperson			
Atty. Divina Gracia A. Bacal	Regular Member			
Ms. Rowena R. Inocentes	Provisional Member (PMOIC)			
Ms. Consolacion S. Cinco	Provisional Member (AdHOC Member)			

DIVISION CHIEF:

NAME	DIVISION	SIGNATURE

PROCUREMENT DIVISION VII:

NAME	SIGNATURE
IAN FAJARITO	

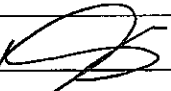
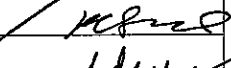
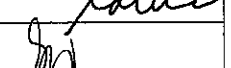

TIME	ACTIVITY	REF NO	TITLE	Agency	Secretariat	TWG
1:30 PM	Prebid Conference	PB No 19-016-7	Supply and Delivery of Various Janitorial Supplies (PS)	PS		
					Time In: K. JOHANNY	Time In: A. DELA TORRE

¹ to be filled out by the BSD

² to be filled out by the BSD

1:30 PM	Prebid Conference	PB No 19-016- 7	Supply and Delivery of Original Various Janitorial Supplies (PS)	PS
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BIDDERS:

	NAME	COMPANY	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1.	Ma. Eldeliza Btun	Consumer Care		09760 946094	
2.	Louisa M. Gomez	LMS. Inc		0922 506 5074	
3.	Ther Overa	Ums Incl-	Incindustriesevalua.com	297-9874	
4.	MARITZA DE GONZALEZ	EU-HYGIENE	maritza.degonzalez@francpaper.com		
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