



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



MINUTES OF MEETING

Friday, May 3, 2019

10:00 AM

CONFERENCE ROOM B

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE IX																												
TYPE OF MEETING	PREBID CONFERENCE																												
PROJECT	Supply and Delivery of Sign Pen for the Procurement Service (PS)																												
REFERENCE NO.	PUBLIC BIDDING NO. 19-145-9																												
ATTENDEES	<p>Bids and Awards Committee VII</p> <table> <tr> <td>Engr. Ian T. Fajarito</td> <td>Chairperson</td> </tr> <tr> <td>Ms. Ma. Jennifer R. Jimenez</td> <td>Vice – Chairperson</td> </tr> <tr> <td>Atty. Geanellie M. Cabrera</td> <td>Regular Member</td> </tr> <tr> <td>Mr. Vincent Joseph D. Disu</td> <td>Provisional Member (PMOIC)</td> </tr> <tr> <td>Ms. Catherine Ann D. Mirabel</td> <td>Ad Hoc Member</td> </tr> </table> <p>Procurement Division IX</p> <table> <tr> <td>Mr. James F. Gabilo</td> <td>TWG Member</td> </tr> <tr> <td>Kristine Joy G. Delos Santos</td> <td>Secretariat</td> </tr> </table> <p>Bidders:</p> <table> <tr> <td>1. Ms. Janette Quintinita</td> <td>GTK</td> </tr> <tr> <td>2. Mr. Albert Tanquintic</td> <td>GTK</td> </tr> <tr> <td>3. Mr. Diego Ambat</td> <td>AD & DA</td> </tr> <tr> <td>4. Ms. Sharamae Canlobo</td> <td>Central Bookstore Inc.</td> </tr> <tr> <td>5. Ms. Lhen Villanueva</td> <td>Asia Prime</td> </tr> <tr> <td>6. Ms. Emily Collado</td> <td>Mitsui</td> </tr> <tr> <td>7. Ms. Ivy C. Noviao</td> <td>SPH</td> </tr> </table>	Engr. Ian T. Fajarito	Chairperson	Ms. Ma. Jennifer R. Jimenez	Vice – Chairperson	Atty. Geanellie M. Cabrera	Regular Member	Mr. Vincent Joseph D. Disu	Provisional Member (PMOIC)	Ms. Catherine Ann D. Mirabel	Ad Hoc Member	Mr. James F. Gabilo	TWG Member	Kristine Joy G. Delos Santos	Secretariat	1. Ms. Janette Quintinita	GTK	2. Mr. Albert Tanquintic	GTK	3. Mr. Diego Ambat	AD & DA	4. Ms. Sharamae Canlobo	Central Bookstore Inc.	5. Ms. Lhen Villanueva	Asia Prime	6. Ms. Emily Collado	Mitsui	7. Ms. Ivy C. Noviao	SPH
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CALL TO ORDER	<p>1. The scheduled Prebid Conference started at 10:00 AM with the Chairperson presiding.</p>																												



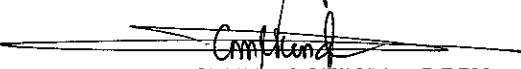


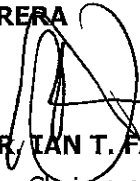
	<p>2. The Procurement Management Officer-in-Charge (PMOIC) acknowledged the presence of the attendees, and stated that with the presence of the five (5) members of the BAC, the required quorum has been established.</p> <p>3. The PMOIC stated BAC'S compliance with regard to the invitation of Observers.</p> <p>4. The Procurement Management Officer-in-charge (PMOIC) presented the general requirements for government procurement.</p>
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DISCUSSIONS

I. BID DOCUMENTS	
INVITATION TO BID	<p>SECTION I</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
INSTRUCTIONS TO BIDDERS	<p>SECTION II</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
BID DATA SHEET	<p>SECTION III</p> <ul style="list-style-type: none"> • ITB Clause 12.1 (a)(ii) <ul style="list-style-type: none"> ➢ A representative from SPH proposed to extend the bidder's SLCC from five (5) years to eight (8) years, it was seconded by another proponent from Mitsui. ➢ Representatives from GTK, Central Bookstore, AD & DA and Asia Prime stated that they can comply with the five (5) years requirement for bidder's SLCC. - <i>The Committee took note of the request and amendments, if any shall be reflected in the Supplemental/Bid Bulletin to be issued for the project.</i>
GENERAL CONDITIONS OF THE CONTRACT	<p>SECTION IV</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
SPECIAL CONDITIONS OF THE CONTRACT	<p>SECTION V</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>

<p>SCHEDULE OF REQUIREMENTS</p>	<p>SECTION VI</p> <p>There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.</p>
<p>TECHNICAL SPECIFICATIONS</p>	<p>SECTION VII in relation to Section VI (Submission of Samples)</p> <p><u>Evidence and Verification</u></p> <ul style="list-style-type: none"> • One (1) box per color shall be submitted to the BAC on or before the deadline of bid submission for verification of the product specifications. <ul style="list-style-type: none"> ➤ A proponent asked for clarification, on the discrepancy of the required number of boxes for the samples between Sections VI and VII. - The Chairperson explained that the boxes required to be submitted by the bidders will be clarified thru Bid Bulletin. He further explained that the rationale for requiring the bidders to submit three (3) boxes of sample product is for the verification of the Inspection Division of the Procurement Service.
<p>BID FORMS</p>	<ul style="list-style-type: none"> • For "Annex D" <ul style="list-style-type: none"> ➤ Ms. Lhen Villanueva from Asia Prime asked if each partner in a Joint Venture must execute separate Omnibus Sworn Statements. - The Chairperson explained that only the documents for legal eligibility must be complied with by each partner of the Joint Venture. With regard to Financial and Technical Eligibility requirements, any of the partners may submit the documents, in accordance with the collective compliance principle.
<p>III. OTHER MATTERS</p>	
<p>OTHER MATTERS</p>	<ol style="list-style-type: none"> 1. The following points were also emphasized: <ul style="list-style-type: none"> • For the required Competent Evidence of Identity <ul style="list-style-type: none"> - Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed. • No. 10th statement under the Omnibus Sworn Statement <ul style="list-style-type: none"> - It was emphasized that notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th statement and are deemed received as of its transmittal (not as of receipt by the bidder) and the reckoning period for the reglementary periods stated in the bidding

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	<p>documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.</p> <p>2. The PMOIC presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on May 08, 2019.</p> <p>3. Ms. Lhen Villanueva from Asia Prime asked for the validity of test results of ITDI because they already have a sample test result. Mr. Chairperson explains that the BAC will verify it first, because the validity of the test results at the Inspection Division is still six (6) months from ITDI.</p>
ADJOURNMENT	<p>Having no other matters for discussion, the meeting was adjourned at 11:35 AM.</p>
CERTIFICATION	<p>We certify that the foregoing is true account of Prebid Conference conducted on May 3, 2019.</p>
PREPARED BY	<p>Procurement Division IX</p> <p> MS. KRISTINE JOY G. DE LOS SANTOS Secretariat</p> <p> MR. JAMES F. GABILO TWG Member</p>
CERTIFIED CORRECT	<p>Bids and Awards Committee IX (BAC IX)</p> <p> MR. VINCENT JOSEPH D. DISU Provisional Member Procurement Management Officer-in-Charge</p> <p> ATTY. MARY SEANELLIE M. CABRERA Regular Member</p> <p> MS. MA. JENNIFER R. JIMENEZ Vice - Chairperson</p> <p> ENGR. IAN T. FAJARITO Chairperson</p>

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.