



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



## MINUTES OF MEETING

Friday, June 28, 2019	10:00 AM	EXECUTIVE LOUNGE
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MEETING CALLED BY	<b>BIDS AND AWARDS COMMITTEE X</b>																																													
TYPE OF MEETING	<b>PRE-BID CONFERENCE</b>																																													
PROJECT	<b>SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF FINAL CHECK TYPE DUAL VIEW BAGGAGE X-RAY MACHINE WITH TRAY RETURN SYSTEMS AND WALK THRU METAL DETECTOR FOR OFFICE OF TRANSPORTATION SECURITY (OTS)</b>																																													
REFERENCE NO.	<b>PB 19-195-10</b>																																													
ATTENDEES	<p><b>BIDS AND AWARDS COMMITTEE X</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Engr. Pablo Roman C. Andres</td> <td style="width: 40%;">Chairperson</td> </tr> <tr> <td>Mr. Webster M. Laureñana</td> <td>Vice Chairperson</td> </tr> <tr> <td>Ms. Jennifer M. Ancheta</td> <td>Provisional Member / PMO-in-Charge</td> </tr> <tr> <td>Ms. Cecilia F. Umengan</td> <td>Ad Hoc Representative, OTS</td> </tr> </table> <p><b>PROCUREMENT DIVISION X</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Mr. Jack G. Mercado</td> <td style="width: 40%;">TWG-in-Charge</td> </tr> <tr> <td>Mr. Jayson C. Erquiza</td> <td>Member</td> </tr> <tr> <td>Engr. Chamel Fiji C. Melo</td> <td>Member</td> </tr> <tr> <td>Ms. Maricel R. Vergel de Dios</td> <td>Member</td> </tr> <tr> <td>Ms. Barby Ann M. Villamor</td> <td>Secretariat</td> </tr> </table> <p><b>END-USER/S</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Ms. Gina M. Gabriel</td> <td style="width: 40%;">OTS</td> </tr> <tr> <td>Mr. Fredy Gonzales</td> <td>TWG-in-Charge</td> </tr> <tr> <td>Mr. Jeffrey Pinuela</td> <td>TWG-in-Charge</td> </tr> <tr> <td>Mr. Elvin Tinsay</td> <td>TWG-in-Charge</td> </tr> </table> <p><b>BIDDER/S</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Mr. Juanito C. Gallardo</td> <td style="width: 40%;">DPSPI</td> </tr> <tr> <td>Mr. Glenn Magsino</td> <td>Casedist Inc.</td> </tr> <tr> <td>Ms. Joan Villarin</td> <td>FPI</td> </tr> <tr> <td>Ms. Sarah Jane Pojas</td> <td>Astrophysics</td> </tr> <tr> <td>Mr. Sulfred Manuel</td> <td>Avi Corp.</td> </tr> <tr> <td>Mr. Elmer Lumague</td> <td>MCX Int'l Inc.</td> </tr> <tr> <td>Ms. Jeannie M. Manlapaz</td> <td>Guard-All</td> </tr> <tr> <td>Mr. Tareeq Radjare</td> <td>Astrophysics</td> </tr> <tr> <td>Mr. Lito Peralta</td> <td>DPSPI</td> </tr> </table>		Engr. Pablo Roman C. Andres	Chairperson	Mr. Webster M. Laureñana	Vice Chairperson	Ms. Jennifer M. Ancheta	Provisional Member / PMO-in-Charge	Ms. Cecilia F. Umengan	Ad Hoc Representative, OTS	Mr. Jack G. Mercado	TWG-in-Charge	Mr. Jayson C. Erquiza	Member	Engr. Chamel Fiji C. Melo	Member	Ms. Maricel R. Vergel de Dios	Member	Ms. Barby Ann M. Villamor	Secretariat	Ms. Gina M. Gabriel	OTS	Mr. Fredy Gonzales	TWG-in-Charge	Mr. Jeffrey Pinuela	TWG-in-Charge	Mr. Elvin Tinsay	TWG-in-Charge	Mr. Juanito C. Gallardo	DPSPI	Mr. Glenn Magsino	Casedist Inc.	Ms. Joan Villarin	FPI	Ms. Sarah Jane Pojas	Astrophysics	Mr. Sulfred Manuel	Avi Corp.	Mr. Elmer Lumague	MCX Int'l Inc.	Ms. Jeannie M. Manlapaz	Guard-All	Mr. Tareeq Radjare	Astrophysics	Mr. Lito Peralta	DPSPI
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CALL OF ORDER	<ul style="list-style-type: none"> <li>• The scheduled <b>Pre-Bid Conference</b> started at <b>10:10 AM</b> with the Chairperson presiding.</li> </ul>																																													

	<ul style="list-style-type: none"> <li>• The Chairperson acknowledged the presence of the attendees.</li> <li>• Notices to the observers have been sent within the prescribed period, but none attended the activity. Notwithstanding the absence of the observers, the Chairperson stated that there is compliance with the requirement under the rule. Thereafter, the BAC proceeded with the scheduled pre-bid conference.</li> <li>• Having established the required quorum, the BAC Secretariat proceeded with abovementioned activity.</li> </ul>
HIGHLIGHTS OF ACTIVITY	<ul style="list-style-type: none"> <li>• The Chairperson instructed the BAC Secretariat to proceed with the PowerPoint presentation regarding the General Requirements in Government Procurement.</li> <li>• As instructed by the Chairperson the BAC Secretariat proceeded highlighting on the following requirements: <ul style="list-style-type: none"> <li>❖ <b>Contents of First Envelope:</b> <ul style="list-style-type: none"> <li>▪ Authority of Signatory</li> <li>▪ PhilGEPS Certificate</li> <li>▪ Statement of Single Largest Completed Contract</li> <li>▪ Statement of all on-going contracts and awarded but not yet started contracts</li> <li>▪ NFCC or Credit Line</li> <li>▪ JVA if applicable</li> <li>▪ Bid Security</li> <li>▪ Statement of Compliance with the Delivery Schedule</li> <li>▪ Statement of Compliance with the Technical Specifications</li> <li>▪ Bidder's Omnibus Sworn Statement</li> </ul> </li> <li>➤ <b>Authority of Signatory</b> Requires the prospective bidder or its duly authorized representative to issue a sworn statement that the signatory is the duly authorized representative of the prospective bidder, proprietorships and granted full power and authority to do, execute and perform any and all acts necessary to represent the prospective bidder in the bidding.</li> <li>➤ <b>PhilGEPS Certificate</b> The BAC Secretariat emphasized that the valid PhilGEPS Certificate of Registration (Platinum Membership) shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated documents; the bidder shall submit together with the Certificate certified true copies of the updated documents.</li> <li>➤ <b>Statement of Single Largest Completed Contract</b> The BAC Secretariat stated that under BDS Clause 5.4 a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC. Similar contract shall refer to <b>Any contract for Baggage X-ray Machine</b>. Attached as Annex C in Section VII. Bidding Forms are the standard form for this requirement.</li> </ul> </li> </ul>

➤ **Statement of all on-going contracts and awarded but not yet started contracts**

The bidder must submit a statement of all ongoing contracts and awarded but not yet started contracts which may or may not be similar to the project as of the day before the deadline of submission of bids.

Attached as Annex C-1 in Section VII. Bidding Forms are the standard form for this requirement.

➤ **NFCC or Credit Line**

The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid

If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid.

➤ **Joint Venture Agreement**

The bidder must submit the document if applicable.

➤ **Bid Security**

**BDS Clause 18.1**

The BAC Secretariat stated the corresponding forms and amounts for the Bid Security requirements.

The Secretariat stated that if the bidder opts to submit a Bid Securing Declaration they must use the prescribe form as indicated in the bidding document. Attached as Annex "H" in Section VIII. Bidding Forms

➤ **Statement of Compliance with the Delivery Schedule**

The BAC Secretariat presented the delivery schedule under Section VI. Schedule of Requirements of the bidding document.

*(The Section VII. Technical Specifications and the Post Qualification requirements under BDS Clause 29.2 discussed by the PS-TWG-in-Charge)*

➤ **Bidder's Omnibus Sworn Statement**

The bidder must submit the aforementioned requirement attached as "Annex B" in Section VII. Bidding Forms.

❖ **Contents of Second Envelope:**

- Bid Form attached as Annex "A" in Section VIII. Bidding Forms.

- The BAC Secretariat also presented the suggested Sealing and Marking of Bids.
- The Chairperson also added that the bidder's SLCC similar to the contract to be bid should have been completed within five (5) years.
- Having no clarifications from the prospective bidders the PS-TWG-in-Charge proceeded with the discussion of the following:

➤ **Post Qualification Requirements BDS Clause 29.2**

The PS-TWG-in-Charge explained to the prospective bidders all the requirements stated in this clause.

➤ **Special Conditions of the Contract**

**SCC Clause 1.1 (g)** – Stated that the Procuring Entity of the project is Office for Transportation Security (OTS).

**SCC Clause 1.1 (k)** – Stated the contact person of the project.

**SCC Clause 16.1** – Stated the provision for the tests and inspection to be conducted.

**SCC Clause 17.3** – Stated the warranty period of the project.

➤ **Section VI. Schedule of Requirements**

The PS-TWG-in-Charge explained to the prospective bidders on how to fill up the prescribe form for the abovementioned requirement.

➤ **Section VII. Technical Specifications**

The PS-TWG-in-Charge recommended to proceed in addressing the queries or clarification of the prospective bidders.

The Chairperson agreed with the recommendation of the PS-TWG-in-Charge and instructed the prospective bidders that they may raise their queries on the technical specification.

Below are the clarification/request of the prospective bidders:

<b>Prospective Bidder</b>	<b>Clarification/Request</b>	<b>Response</b>
Guard-All Electronic Security Systems Inc.	Clarified if they are allowed to submit queries through letter because their technical team are still studying the technical specification.	The Chairperson presented the timeline on the written clarification and the official address for the written clarification.
Astrophysics	Requested to lower the no. of photo diodes (x-ray detectors) to a minimum of 1200 photo diodes x 2 sets (dual view) for Detection System.	The BAC took note of the request.
Casedist Incorporated	Requested that the requirement for Detection System be changed to maximum of 1400 photo diodes x 2 sets (dual view).	The BAC took note of the request.
Casedist Incorporated	Clarified to the End-user why the requirement for Operating system is free and Open Source LINUX only. Requested that the requirement be open also to Windows.	The BAC took note of the clarification and request.
Astrophysics	Requested that the requirement for the Operating system be changed to "Manufacturer's Standard".	The BAC took note of the request.

	<table border="1" data-bbox="586 195 1518 363"> <tr> <td data-bbox="586 195 829 363">Casedist Incorporated</td> <td data-bbox="829 195 1187 363">Requested that the Length for Maximum System Dimension for Physical (X-ray Unit) be changed to "Manufacturer's Standard.</td> <td data-bbox="1187 195 1518 363">The BAC took note of the request.</td> </tr> </table> <p data-bbox="667 401 1490 531">The PS-TWG-in-Charge reminded the bidders that they must fill up the necessary details in the prescribe form such as Name of the Company, Signature over Printed Name of Authorized Representative and the date executed.</p> <ul data-bbox="526 569 1490 636" style="list-style-type: none"> <li>• Having no other clarifications from the prospective bidders the Chairperson proceeded with the presentation of the summary of bidding activities:</li> </ul> <table border="1" data-bbox="542 653 1474 863"> <tr> <td data-bbox="542 653 1049 695">Last day of Submission of Written Clarification</td> <td data-bbox="1049 653 1474 695"><b>July 02, 2019</b></td> </tr> <tr> <td data-bbox="542 695 1049 737">Last day of Issuance of Bid Bulletin</td> <td data-bbox="1049 695 1474 737"><b>July 05, 2019</b></td> </tr> <tr> <td data-bbox="542 737 1049 779">Deadline for Submission</td> <td data-bbox="1049 737 1474 779"><b>July 12, 2019; 10:00 AM</b></td> </tr> <tr> <td data-bbox="542 779 1049 863">Opening of Bids</td> <td data-bbox="1049 779 1474 863"><b>Immediately after the Deadline of Submission of Bids</b></td> </tr> </table> <ul data-bbox="526 905 1490 999" style="list-style-type: none"> <li>• The BAC X reminded the bidders that requests for clarification(s) on any part of the Bidding Documents or for an interpretation must be put in writing and submitted to the BAC on the schedule provided.</li> </ul>	Casedist Incorporated	Requested that the Length for Maximum System Dimension for Physical (X-ray Unit) be changed to "Manufacturer's Standard.	The BAC took note of the request.	Last day of Submission of Written Clarification	<b>July 02, 2019</b>	Last day of Issuance of Bid Bulletin	<b>July 05, 2019</b>	Deadline for Submission	<b>July 12, 2019; 10:00 AM</b>	Opening of Bids	<b>Immediately after the Deadline of Submission of Bids</b>
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ADJOURNMENT	<ul data-bbox="526 1062 1430 1094" style="list-style-type: none"> <li>• Having no other matters for discussion, the meeting was adjourned at <b>11:00 AM</b>.</li> </ul>											
CERTIFICATION	<ul data-bbox="526 1125 1490 1192" style="list-style-type: none"> <li>• We certify that the foregoing is true account of <b>PRE-BID CONFERENCE</b> conducted on Friday, June 28, 2019.</li> </ul>											
PREPARED BY	<p data-bbox="954 1209 1008 1234"><b>SGD</b></p> <p data-bbox="850 1245 1159 1270"><b>BARBY ANN M. VILLAMOR</b></p> <p data-bbox="946 1281 1062 1306">Secretariat</p>											
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