



## DISCUSSIONS

	<p>Clause 29.2 Page 42 Item 3</p> <p>xxx Latest Income Tax Returns for year <del>2017</del> <b>2018</b> (BIR Form 1701 or 1702). xxx</p> <ul style="list-style-type: none"><li>➤ The Committee clarified that the requirement for the Latest Income Tax Return is for the year 2018. The amendments will be reflected upon issuance of the Supplemental Bid Bulletin.</li><li>➤ The Chairperson emphasized that the requirement for the Audited Financial Statement for the year 2018 is filed on the year 2019.</li></ul>
bid data sheet	<p>Clause 29.2 Page 42 Licenses and Permits Required</p> <p>xxx <del>No licenses and permits required.</del> <b><u>Optical Media Board (OMB) Registration and License Number as Importers / Distributors / Local Licensees / Retailer</u></b> xxx</p> <ul style="list-style-type: none"><li>➤ The Committee clarified that there will be licenses and permits that will be required.</li><li>• The Representative from S1 Technologies, Inc. requested to be clarified if the Certificate for Optical Media Board shall be issued by their supplier.</li><li>➤ The Committee replied in the affirmative. The amendments will be reflected upon issuance of the Supplemental Bid Bulletin.</li></ul>
	<p>Clause 32.4 (g) Page 43</p> <p>xxx The awardee must submit a soft copy (JPEG or PNG format, Picture-640 x 480 pixel with white or plain background) of the color picture of the product/s upon receipt of the Notice of Award.</p> <p>Please email to: pd8@ps-philgeps.gov.ph</p>

	<p>xxx</p> <ul style="list-style-type: none"> <li>➤ The Committee emphasized the provision applicable to new brand of items that will be delivered. This is in relation to the Procurement Service Virtual Store and Catalogue. No further clarifications.</li> <li>➤ Other provisions of the Bid Data Sheet were presented and no further clarifications on the requirements were raised.</li> </ul>
<p><b>general conditions of the contract</b></p>	<p>No further clarification.</p>
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<p>Page 62 GCC Clause 1.1(g) and 1.1(k) Procuring Entity and Delivery Sites</p> <p>xxx The Procuring Entity is Procurement Service. xxx The Project Sites are:</p> <p>PS Warehouse, PS Complex, RR Road Cristobal St., Paco, Manila; and End-User Agencies within Metro Manila, Antipolo, Imus, Cavite and Pampanga. xxx</p> <ul style="list-style-type: none"> <li>➤ The Committee emphasized that the Procuring Entity for the project is the Procurement Service. The contract will be between the Procurement Service and the winning bidder. The winning bidder shall deliver the item to the Project Site and the same shall be paid by the Procurement Service.</li> </ul>
<p><b>SCHEDULE OF REQUIREMENTS</b></p>	<p>Page 69 Delivery Period</p> <p>xxx Delivery Schedule xxx</p> <ul style="list-style-type: none"> <li>• The Representative from S1 Technologies, Inc. requested to be clarified if they will issue invoice per delivery.</li> <li>➤ The Committee clarified that the project is under straight Purchase Order. Therefore, the winning bidder will issue invoice per delivery.</li> </ul>

	<p>xxx SUBMISSION OF SAMPLES/DEMO UNITS xxx</p> <ul style="list-style-type: none"> <li>• The Representative from S1 Technologies, Inc. asked if the Demo Unit - Sample shall be submitted together with their Bid Proposal.</li> <li>➤ The Secretariat clarified that only the Bid Proposals shall be dropped in the Bid box. However, the said sample shall be submitted on the Procurement Division VIII on or before deadline of Bid Submission.</li> <li>➤ The Committee reiterated that One (1) sample/demo unit will be submitted in compliance with the requirements.</li> <li>➤ The procedure in submitting the proposal is located on the second floor lobby guard.</li> </ul>
<p><b>Technical specifications</b></p>	<p>Page 73 Agency Specification</p> <p>xxx Anti-Virus: Pre-Installed Anti-Virus (optional) xxx</p> <ul style="list-style-type: none"> <li>• The Representative from S1 Technologies, Inc. asked if the Pre-Installed Antivirus is a mandatory requirement in the unit offered.</li> <li>➤ The Chairperson clarified that the said anti-virus is optional, as stated in the Technical Specifications. It is the bidder's discretion to offer a unit that may or may not contain a pre installed anti-virus.</li> </ul>

## II. OTHER MATTERS

### other matters

- ***The definition of the Single Largest Contract together with the coverage was discussed. No further clarification was raised.***
  
- ***The Committee reminded the bidders to use the Competent Evidence of Identity under the Notarial Rule. Non-Compliance of the same may result to the disqualification of the proposal.***
  
- The Committee reminded the bidders to use the prescribed forms indicated in the Bidding Documents.
  
- The Committee clarified that expired permits under PhilGEPS Registration Certificate, Platinum Membership, List of Eligibility Documents, particularly on the Mayor's Permit must be accompanied by a proof of application and Official Receipt of the renewal.
  
- The Committee reminded the bidders to submit their proposals on time and follow the procedure during its submission.
  
- All other pertinent portion of the bidding documents were presented and no other clarifications were raised.

### certification

***We certify that the foregoing is the true account of the Pre-Bid Conference conducted on August 8, 2019.***

### adjournment

***Having no other matters for discussion, the meeting was adjourned at 11:30 AM.***

**PREPARED BY**

Procurement Division VIII:

**SGD.**  
**PAUL ARMAND A. ESTRADA**  
Member

**SGD.**  
**FRANCES SOFIA SJ. DE LEON**  
Member

**SGD.**  
**ENGR. MARK JOHN O. NOFIES**  
Member

**REVIEWED BY**

Bids and Awards Committee VIII:

**SGD.**  
**JAMILLE RAE T. BALUYOT**  
Provisional Member

**SGD.**  
**JOSEPH P. BALAGTAS**  
Vice-Chairperson

**SGD.**  
**ENGR. JAIME M. NAVARRETE, JR.**  
Chairperson