



## MINUTES OF MEETING

Tuesday, August 6, 2019	1:00 PM	EXECUTIVE LOUNGE
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<b>MEETING CALLED BY</b>	<b>BIDS AND AWARDS COMMITTEE VII</b>																
<b>TYPE OF MEETING</b>	<b>Prebid Conference</b>																
<b>PROJECT</b>	Lease of Radio Communication Equipment for 2019 Sea Games																
<b>REFERENCE NO.</b>	<b>PB No 19-245-7</b>																
<b>ATTENDEES</b>	<p><b>Bids and Awards Committee VII</b></p> <table><tr><td>Ms. Rosalinda V. Dapito</td><td>Chairperson</td></tr><tr><td>Mr. Vic Anthony A. Tubon</td><td>Vice Chairperson</td></tr><tr><td>Atty. Divina Gracia A. Bacal</td><td>Regular Member</td></tr><tr><td>Engr. Antonio B. Hermida, Jr.</td><td>Provisional Member (PMO-in-Charge)</td></tr></table> <p><b>Procurement Division VII</b></p> <table><tr><td>Ms. Kaila Jaronay</td><td>Secretariat</td></tr></table> <p><b>End User's Representative</b></p> <table><tr><td>Mr. Carlo Marcelo</td><td>PHISGOC</td></tr></table> <p><b>Other Attendees</b></p> <table><tr><td>Engr. Elmer Dorado</td><td>PS Consultant</td></tr><tr><td>Mr. Nicole L. Trinidad</td><td>PS COA</td></tr></table>	Ms. Rosalinda V. Dapito	Chairperson	Mr. Vic Anthony A. Tubon	Vice Chairperson	Atty. Divina Gracia A. Bacal	Regular Member	Engr. Antonio B. Hermida, Jr.	Provisional Member (PMO-in-Charge)	Ms. Kaila Jaronay	Secretariat	Mr. Carlo Marcelo	PHISGOC	Engr. Elmer Dorado	PS Consultant	Mr. Nicole L. Trinidad	PS COA
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	<p><b>Bidders:</b></p> <table border="0"> <tr> <td>Ms. Paula Jesica B. Celiz</td> <td>Microbiz One, Inc.</td> </tr> <tr> <td>Mr. Edward Balontong</td> <td>Microbiz One, Inc.</td> </tr> <tr> <td>Mr. Ken Samonte</td> <td>Microbiz One, Inc.</td> </tr> <tr> <td>Mr. Chris Ladera</td> <td>Sear Telecom</td> </tr> <tr> <td>Ms. Ruela Limson</td> <td>Contel</td> </tr> <tr> <td>Mr. Ryan Azur</td> <td>Contel</td> </tr> <tr> <td>Mr. Cris Adalin</td> <td>Contel</td> </tr> <tr> <td>Mr. Henry Cruz</td> <td>Contel</td> </tr> <tr> <td>Mr. Dave dela Torre</td> <td>Hytera</td> </tr> </table>	Ms. Paula Jesica B. Celiz	Microbiz One, Inc.	Mr. Edward Balontong	Microbiz One, Inc.	Mr. Ken Samonte	Microbiz One, Inc.	Mr. Chris Ladera	Sear Telecom	Ms. Ruela Limson	Contel	Mr. Ryan Azur	Contel	Mr. Cris Adalin	Contel	Mr. Henry Cruz	Contel	Mr. Dave dela Torre	Hytera
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<p><b>CALL TO ORDER</b></p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Prebid Conference</b> started at <b>1:51 PM</b> with the Chairperson presiding.</li> <li>2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the four (4) members of the BAC, the required quorum has been established.</li> <li>3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers.</li> <li>4. The Secretariat presented the general requirements for government procurement.</li> </ol>																		

**DISCUSSIONS**

I. BID DOCUMENTS	
<p><b>INVITATION TO BID</b></p>	<p>Section I There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
<p><b>INSTRUCTIONS TO BIDDERS</b></p>	<p>Section II There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
<p><b>BID DATA SHEET</b></p>	<p>SECTION III ITB Clause 5.4 Page 38</p> <p>X X X</p> <p>For this purpose, similar contracts shall refer to:</p>

	<p><b><i>Any contract for radio communication system and or equipment.</i></b></p> <p>X X X</p> <ul style="list-style-type: none"> <li>- <i>The Chairperson clarified that the requirement is any contract which may include lease, sales or purchase.</i></li> </ul>
	<p>SECTION III ITB Clause 29.2 Page 43</p> <p>X X X</p> <p>For purposes of Post-qualification the following shall be required to be submitted within five (5) calendar days from receipt of notice from the BAC:</p> <p>9. Proof of at least 5 years experience in the installation and or commissioning and or maintenance of the equipment being offered; and</p> <p>X X X</p> <ul style="list-style-type: none"> <li>➤ A representative of Microbiz inquired if the equipment must be specific to the brand. <ul style="list-style-type: none"> <li>- <i>The Chairperson clarified that the requirement is generic.</i></li> </ul> </li> </ul>
<p><b>GENERAL CONDITIONS OF THE CONTRACT</b></p>	<p>Section IV There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<p>SECTION V There were no other discussions, clarifications, amendments, inclusions and revisions under this section of the Bidding Documents.</p>
<p><b>SCHEDULE OF REQUIREMENTS</b></p>	<p>Section VII</p> <p>X X X</p> <p>DELIVERY PERIOD</p> <p>On or before October 25, 2019</p> <p>X X X</p> <ul style="list-style-type: none"> <li>- <i>It was emphasized that the Delivery Period shall be "on or before October 25, 2019".</i></li> </ul>

<p><b>TECHNICAL SPECIFICATIONS</b></p>	<p>Section VII Page 71</p> <p>x x x</p> <p>Communication Equipment</p> <p>Communication should cover the entire engagement area without failure of communication – Manila, Clark, Subic and Sola</p> <p>x x x</p> <ul style="list-style-type: none"> <li>- <i>To clarify that Sola means Southern Luzon and Laguna and Manila, Clark and Sola is independent.</i></li> </ul>
	<p>Section VII Page 71</p> <p>x x x</p> <p>I. GENERAL</p> <p>Channel Capacity: 1024</p> <p>x x x</p> <ul style="list-style-type: none"> <li>➤ It was requested to amend the requirement from 1024 channel capacity to a minimum of 250 channel capacity.</li> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul>
	<p>Section VII Page 71</p> <p>x x x</p> <p>II. TRANSMITTER</p> <p>Frequency Stability: <math>\pm 0.0002\%</math>, max.</p> <p>x x x</p> <ul style="list-style-type: none"> <li>➤ It was requested to amend the requirement from <math>\pm 0.0002\%</math> to <math>\pm 0.0005\%</math></li> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul>

	<p>Section VII Page 71</p> <p>x x x</p> <p>III. RECEIVER</p> <p>Frequency Stability: <math>\pm 0.0002\%</math>, max.</p> <p>x x x</p> <ul style="list-style-type: none"> <li>➤ It was requested to amend the requirement from <math>\pm 0.0002\%</math> to <math>\pm 0.0005\%</math> <ul style="list-style-type: none"> <li>- <i>The BAC also took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul> </li> </ul>
	<p>Section VII Page 71</p> <p>x x x</p> <p>V. FEATURES</p> <p>Capable of Text Messaging Service</p> <p>x x x</p> <ul style="list-style-type: none"> <li>➤ It was requested that the feature can be optional. <ul style="list-style-type: none"> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> <li>- <i>It was clarified the use of the said feature that the radio unit will be required to have a text messaging capability as a backup to radio service but if in case there will be loss radio service, there will be no text message.</i></li> </ul> </li> </ul>
	<p>Section VII Page 71</p> <p>x x x</p> <p>V. FEATURES</p> <p>LCD Display (4 lines or more)</p>

	<p>X X X</p> <ul style="list-style-type: none"> <li>➤ It was requested to amend the requirement from 4 lines to 1 line or more. <ul style="list-style-type: none"> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul> </li> </ul>
	<p>Section VII Page 71</p> <p>X X X</p> <p>V. FEATURES</p> <p>Global Positioning Capable</p> <p>X X X</p> <ul style="list-style-type: none"> <li>➤ It was requested that the Global Positioning Capable can be optional. <ul style="list-style-type: none"> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul> </li> </ul>
	<p>Section VII Page 71</p> <p>X X X</p> <p>V. FEATURES</p> <p>Military Standard 810C, D, E, F and IP 67 or latest compliant</p> <p>X X X</p> <ul style="list-style-type: none"> <li>➤ A bidder informed the body that it should be 810C, D, E, F <b>or</b> IP 67. <ul style="list-style-type: none"> <li>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project</i></li> </ul> </li> </ul>
	<p>Section VII Page 71</p> <p>X X X</p> <p>V. ACCESSORIES</p>

Battery: 1800 mAH (minimum)

x x x

- Bidder would like to clarify whether the project is a one-shift.
- It was requested to amend from 1800 MAH to 1500 MAH.
  - *The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project*

## II. OTHER DISCUSSIONS

### OTHER MATTERS

1. The following points were also emphasized:

- Authority of Signatory
  - All signatures must be the authorized representative which was reflected in the Authority of Signatory.
- PhilGEPS Certificate
  - It must be valid, current and updated.
  - The bidder may opt to submit the Annex A eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership) during the deadline of submission of bids, provided that it shall be submitted as part of post-qualification documents.
- For the required Competent Evidence of Identity
  - 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. 10<sup>th</sup> statement under the Omnibus Sworn Statement
  - Notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10<sup>th</sup> 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 documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.
- Documents such Bid Security (Surety Bond and Bid Securing Declaration) and Bid Form must specific to the project.
- Additional documents of the LCB must submit within five (5) calendar days from the receipt of the notice from the BAC.

	<p>2. P19,852,941.00 will be the Approved Budget for the Contract.</p> <p>3. It was 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 day of written clarifications shall be on August 9, 2019.</p>
<b>ADJOURNMENT</b>	Having no other matters for discussion, the meeting was adjourned at <b>3:00PM</b>
<b>CERTIFICATION</b>	We certify that the foregoing is true account of <b>Prebid Conference</b> conducted on Tuesday, August 6, 2019.
<b>PREPARED BY</b>	Procurement Division VII  <b>SGD</b> <b>MS. KAILA M. JARONAY</b> Secretariat
<b>CERTIFIED CORRECT</b>	<p>End User Representative:</p> <p><b>SGD</b> <b>MR. CARLO MARCELO</b> Representative, PHISGOC</p> <p>Bids and Awards Committee VII (BAC VII)</p> <p><b>SGD</b> <b>ENGR. ANTONIO B. HERMIDA, JR.</b> Provisional Member (PMOIC)</p> <p><b>SGD</b> <b>ATTY. DIVINA GRACIA A. BACAL</b> Regular Member</p> <p><b>SGD</b> <b>MR. VIC ANTHONY A. TUBON</b> Vice Chairperson</p> <p><b>SGD</b> <b>MS. ROSALINDA V. DAPITO</b> 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.*