

MINUTES OF MEETING

Tuesday, September 3, 2019	10:00 AM	MEETING ROOM 1
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MEETING CALLED BY	SPECIAL BIDS AND AWARDS COMMITTEE FOR SEAGIS
TYPE OF MEETING	Pre-bid Conference
PROJECT	Procurement of Games Information Systems Managed Services for the 30th Southeast Asian Games (SEAGIS)
REFERENCE	PB No. 19-276-PSC
ATTENDEES	<p>Special Bids and Awards Committee: Mr. Ulysses H. Dela Cruz Chairperson Mr. Joseph Conrad D. Dueñas Vice Chairperson Atty. Divina Gracia A. Bacal Regular Member Mr. Dickson T. Pantí Provisional Member (PMO-in-Charge) Mr. Alvin L. Colambo TWG Member Mr. Jerome Jerold A. Catapang Secretariat</p> <p>PHISGOC: Mr. Randy Tandoc Mr. Alexander Rambano Mr. John Paul Molina Atty. Francis Baclay</p> <p>Prospective Bidders: Mr. Kalai Balakshan ATOS Mr. Wayne Leung WSL ABL Mr. Lim Chuan Beng WSL ABL Atty. Majid Marohonbshl WSL ABL Atty. Mahrra Tan WSL ABL Mr. PJ Postrero WSL ABL Mr. Arnold Labadan WSL ABL</p>
CALL TO ORDER	<ol style="list-style-type: none"> The scheduled Pre-bid Conference started at 10:10 AM with the Chairperson presiding. The Chairperson acknowledged the presence of the attendees.

	<p>3. The Invitation to Observers was also presented; however, none of them attended.</p> <p>4. Having established the required quorum, the Provisional Member proceeded with the discussion of the general requirements for government procurement.</p>
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DISCUSSION

I. BID DOCUMENTS	
INVITATION TO BID	<p>Page 4.</p> <p>xxx Bidders should have completed, within five <i>fifteen (15)</i> years from the date of submission and receipt of bids, a contract similar to the Project. xxx</p> <p>The Vice Chairperson stated that the above amended requirement will be reflected in the Supplemental Bid Bulletin.</p>
INSTRUCTIONS TO BIDDERS	<p>The prospective bidder asked why most of the contents in this section do not defined/specified in the Section 3. Bid Data Sheet.</p> <p>In response, the Provisional Member explained that the Section 2: Instruction to Bidders refers to the standard procedure of the Philippine Bidding Documents; further instructions were clarified in some clauses, if any, of the Section 3: Bid Data Sheet.</p>
BID DATA SHEET	<p>BDS Clause 5.4 Page 38.</p> <p>xxx For this purpose, similar contracts shall refer to any contract for <u>Games Information System Managed Services for major international sport events directed by the International Olympic Committee (IOC), Olympic Council of Asia (OCA) or other international sport organization which are of continental level.</u> xxx</p> <p>The prospective bidder clarified whether contracts completed for SEA games level category will be considered.</p> <p>The Committee took note of the concern and stated that the same shall be answered in the Supplemental Bid Bulletin. In addition, the Committee explained that the event requires higher</p>

	standard than of the SEA Games level.								
GENERAL CONDITIONS OF THE CONTRACT	"NO DISCUSSION"								
SPECIAL CONDITIONS OF THE CONTRACT	"NO DISCUSSION"								
SCHEDULE OF REQUIREMENTS	<p>The prospective bidder asked when the winning bidder will be announced.</p> <p>The Provisional Member explained that, under ideal circumstances, the notice of award may be issued on or before September 30, 2019.</p> <p>The prospective bidder requested for delivery coverage since different functional areas within the PHISGOC requires customization.</p> <p>The Provisional Member answered in the affirmative.</p>								
TECHNICAL SPECIFICATIONS	<p>Page 71.</p> <p>xxx</p> <table border="1"> <thead> <tr> <th>AGENCY SPECIFICATIONS</th> <th>BIDDER'S STATEMENT OF COMPLIANCE</th> <th>BIDDER'S ACTUAL OFFER</th> <th>REFERENCE TO EVIDENCE SUBMITTED</th> </tr> </thead> <tbody> <tr> <td>Must comply with all the eligibility, technical requirements and any other conditions indicated in the Terms of Reference attached as <i>Annex A</i>.</td> <td>xxx</td> <td>xxx</td> <td>xxx</td> </tr> </tbody> </table> <p>xxx</p> <p>The prospective bidder stated that there is confusion on the attached Annex A, saying that it is the bid form that was attached as Annex "A".</p> <p>The Committee took note of the concern and stated that it will be corrected in the Supplemental Bid Bulletin.</p> <p>Furthermore, the prospective bidder requested if the Committee could provide the specific requirements in the form of compliance table per technical specifications.</p>	AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE	BIDDER'S ACTUAL OFFER	REFERENCE TO EVIDENCE SUBMITTED	Must comply with all the eligibility, technical requirements and any other conditions indicated in the Terms of Reference attached as <i>Annex A</i> .	xxx	xxx	xxx
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Must comply with all the eligibility, technical requirements and any other conditions indicated in the Terms of Reference attached as <i>Annex A</i> .	xxx	xxx	xxx						

	<p>The Committee took note of the concern and stated that it will be reflected in the Supplemental Bid Bulletin.</p>
	<p>The prospective bidder inquired whether the working system to be demonstrated includes the customization.</p> <p>The Committee replied that the bidder could only show its sample working system.</p>
	<p>The prospective bidder clarified whether there is a variation order on the instances that additional sports will come out during or last minute before the event. In addition, the prospective bidder explained that a rule on variation order does not exist in the Terms of Reference (TOR).</p> <p>The End-User representatives stated that the fifty six (56) sports enumerated in the Terms of Reference is committed. However, it could be discussed later on when such situation happened.</p>
	<p>The prospective bidder clarified whether an equivalent "Agile CG" can be proposed since it is proprietary system of ATOS.</p> <p>The End-User representatives answered in the affirmative.</p>
	<p>The prospective bidder requested if the information and available equipment on the timing/scoring system of every sport venue will be provided by the End-User since the bidders does not have the access to the venues.</p> <p>The End-User representatives replied in the affirmative.</p>
	<p>The prospective bidder requested if the details on the sports that have test events, the objective of the test event and the technical rehearsal be provided.</p> <p>The End-User representatives answered in the affirmative and stated that the schedule of test events and technical rehearsal will be provided.</p>
	<p>XXX PHISGOC will decide the final number of modules required. Nevertheless the "standard" GMS modules are described herewith:</p> <ol style="list-style-type: none"> 1. Accreditation (Must be available within 5 days of registering data

- entries)
 - 2. Arrivals and Departures
 - 3. Athletes Services
 - 4. Medical Services
 - 5. Protocol (VIP Management)
 - 6. Rate Card System
 - 7. Security/Incident Tracking and Management
 - 8. Space, Materials and Logistics Management
 - 9. Staff and Volunteers Management
 - 10. Transportation
 - 11. Uniform Management
- xxx

xxx

SEAGIS System	Services
Games Management System	Accreditation
	Staff and Volunteers management
	Arrivals and Departures

xxx

The prospective bidder inquired whether the Games Management System (GMS) module under TOR or the GMS under the attached Technical Specification will prevail, as illustrated above.

The Committee, together with End-User representatives, answered that the latter will prevail. Furthermore, the Committee explained that there are no additional points if the bidder included some of the GMS requirement under TOR.

On the staffing, the prospective bidder clarified whether the bidder needs to submit the Curriculum Vitae (CV) of every personnel for the Organizational Chart.

The End-User representatives explained that the bidder shall provide details of its personnel’s role and job description.

On the data infrastructure, the prospective bidder inquired on who will provide the data center/data infrastructure. In addition, the prospective bidder explained that it is normally provided by a telco company.

It was clarified that such requirement will be provided by the End-User Agency.

The prospective bidder asked if the official newscaster will provide TV Graphics.

	<p>The Committee took note of the concern and stated that it will be answered through the Bid Bulletin</p>
	<p>The prospective bidder asked the criteria of the Committee with regards to the application's readiness status.</p> <p>The End-User representatives took note of the concern and stated that it will be consulted within their Agency.</p>
	<p>The prospective bidder asked the plan for the Main Operation Center and Technology Operation Center.</p> <p>The End-User representatives answered that the requested details will be provided.</p>
BIDDING FORMS	<p>The Provisional Member stated that the form for the Schedule of Prices will be included in the Supplemental Bid Bulletin.</p>
OTHER MATTERS	<p>The Committee explained that a bid box will be dedicated for the above-mentioned project on the Opening of bids.</p> <p>Furthermore, the Committee reminded the prospective bidders that the last day of submission of written clarification is on September 6, 2019.</p>
ADJOURNMENT	<p>Having no other matters for discussion, the meeting was adjourned at 12:09 AM.</p>
CERTIFICATION	<p>We certify that the foregoing is the true account of the Pre-bid Conference conducted on September 3, 2019.</p>
PREPARED BY	<p style="text-align: center;">(SGD) JEROME JEROLD A. CATAPANG Secretariat</p>
CERTIFIED CORRECT	<p>Special Bids and Awards Committee:</p> <p style="text-align: center;">(SGD) DICKSON T. PANTI Provisional Member (PMO-in Charge)</p>

(SGD)
ATTY. DIVINA GRACIA A. BACAL
Regular Member

(SGD)
JOSEPH CONRAD D. DUEÑAS
Vice Chairperson

(SGD)
ULYSSES H. DELA CRUZ
Chairperson