



MINUTES OF MEETING

Thursday, February 27, 2020 10:30 AM CONFERENCE ROOM B

MEETING CALLED BY	PROCUREMENT SERVICE – INTERNAL BIDS AND AWARDS COMMITTEE 1																					
TYPE OF MEETING	Prebid Conference																					
PROJECT	SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF INTERNET SERVICE PROVIDER (ISP) FOR PROCUREMENT SERVICE (PS) OFFICES																					
REFERENCE NO.	PB 002-2020																					
ATTENDEES	<p>INTERNAL BIDS AND AWARDS COMMITTEE 1 (IBAC1)</p> <table border="0"> <tr> <td>Atty. Michelle Anne B. Recto, LL. M.</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Joseph Conrad D. Dueñas</td> <td>Vice-Chairperson</td> </tr> <tr> <td>Ms. Mary Ann G. Peñaflor</td> <td>Member</td> </tr> <tr> <td>Mr. Richard T. Garcia</td> <td>Adhoc</td> </tr> </table> <table border="0"> <tr> <td>Mr. Reygienald L. Nacario</td> <td>Secretariat</td> </tr> <tr> <td>Ms. Rodevie L. Cruz</td> <td>Secretariat</td> </tr> <tr> <td>Mr. Karl Michael Espejo</td> <td>TWG</td> </tr> <tr> <td>Mr. Alvin Colambo</td> <td>TWG</td> </tr> </table> <p>PROSPECT BIDDERS</p> <table border="0"> <tr> <td>Ms. Princess Marcelo</td> <td>Converge ICT Solutions Inc.</td> </tr> <tr> <td>Ms. Jeanen Sotto</td> <td>Converge ICT Solutions Inc.</td> </tr> </table>		Atty. Michelle Anne B. Recto, LL. M.	Chairperson	Mr. Joseph Conrad D. Dueñas	Vice-Chairperson	Ms. Mary Ann G. Peñaflor	Member	Mr. Richard T. Garcia	Adhoc	Mr. Reygienald L. Nacario	Secretariat	Ms. Rodevie L. Cruz	Secretariat	Mr. Karl Michael Espejo	TWG	Mr. Alvin Colambo	TWG	Ms. Princess Marcelo	Converge ICT Solutions Inc.	Ms. Jeanen Sotto	Converge ICT Solutions Inc.
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CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Prebid Conference started at 10:50 AM with the Chairperson presiding. 2. The Chairperson acknowledged the presence of the attendees. 3. The Invitation to Observers was also presented; however, none of them attended 4. Having established the required quorum, the PMO-in-charge proceeded with the presentation of the project. 																					

DISCUSSION

I. BID DOCUMENTS

INSTRUCTIONS TO BIDDERS	NO DISCUSSION
BID DATA SHEET	<ul style="list-style-type: none"> - It was reiterated that under the Bid Data Sheet, ITB Clause No. 5.4, similar contracts shall refer to <i>any contracts for Internet Service Provider</i>.
GENERAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SCHEDULE OF REQUIREMENTS	NO DISCUSSION
TECHNICAL SPECIFICATIONS	NO DISCUSSION
TERMS OF REFERENCE	<ul style="list-style-type: none"> - The prospect bidder clarified about joining on two (2) lots. <i>The Chairperson clarified that all prospective bidders can only join on either one (1) of the lots. It is the supplier's option on what lot to join.</i> - Converge Representative asked the Committee on who will use the nearest fiber cable route in the area. <i>The Chairperson stated that the nearest route will be used by the winning bidder of Lot 1 which is the Primary Provider.</i> - Converge Representative inquired if their line has to be redundant to meet the 99.9% of System Availability. <i>The TWG Head stated that it depends on the supplier as long as they can meet the requirement of PS.</i>
BIDDING FORMS	NO DISCUSSION

II. OTHER DISCUSSIONS

OTHER MATTERS	NO DISCUSSION
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11: 45 AM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Thursday, February 27, 2020.

PREPARED BY

SGD.
REYGIENALD L. NACARIO
Secretariat

The Procurement Service-Internal Bids and Awards Committee,

-NOT PRESENT-
MR. MARK ANTHONY G. HUERTAS
Regular Member

SGD.
MS. MARY ANN G. PEÑAFLO
Regular Member

CERTIFIED CORRECT

SGD.
MR. RICHARD T. GARCIA
Ad-Hoc Representative

SGD.
MR. JOSEPH CONRAD D. DUEÑAS
Vice Chairperson

SGD.
ATTY. MICHELLE ANNE B. RECTO, LL. M.
Chairperson