



MINUTES OF MEETING

Tuesday, October 27, 2020	10:00 AM	CONFERENCE B
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE I																												
TYPE OF MEETING	PRE-BID CONFERENCE																												
PROJECT NAME	PROCUREMENT OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR THE DEPARTMENT OF HEALTH (DOH)																												
REFERENCE NO.	PB 20-039-10																												
ATTENDEES	<p>BIDS AND AWARDS COMMITTEE I</p> <table><tr><td>Mr. Dickson T. Pantì</td><td>Chairperson</td></tr><tr><td>Engr. Nicole John D. Cabueños</td><td>Vice-Chairperson</td></tr><tr><td>Atty. Earvin Jay I. Alparaque</td><td>Regular Member</td></tr><tr><td>Mr. James F. Gabilo</td><td>Provisional Member</td></tr><tr><td>Ms. Ana Zosith A. Cañares</td><td>Ad Hoc Representative</td></tr></table> <p>TECHNICAL WORKING GROUP</p> <table><tr><td>Mr. Joseph De Sales</td><td>Member</td></tr></table> <p>BAC SECRETARIAT</p> <table><tr><td>Ms. Barby Ann M. Villamor</td><td>Member</td></tr></table> <p>BIDDERS</p> <table><tr><td>Ms. Robee Villanueva</td><td>Curehill Trading</td></tr><tr><td>Mr. Bryan Samante</td><td>Hafid N' Erasmus Corp. (HNE)</td></tr><tr><td>Ms. Joy Hernandez</td><td>SODCORP</td></tr><tr><td>Ms. Elvira Cataquis</td><td>Medtecs</td></tr><tr><td>Ms. Ma. Diana Paulina Planas</td><td>Avila</td></tr><tr><td>Ms. Claire Mancel</td><td>MCM</td></tr><tr><td>Mr. Wendell Martin Cabrera</td><td>MKG Tolentino Trading</td></tr></table> <p>and 41 Prospective Bidders present VIA ONLINE</p>	Mr. Dickson T. Pantì	Chairperson	Engr. Nicole John D. Cabueños	Vice-Chairperson	Atty. Earvin Jay I. Alparaque	Regular Member	Mr. James F. Gabilo	Provisional Member	Ms. Ana Zosith A. Cañares	Ad Hoc Representative	Mr. Joseph De Sales	Member	Ms. Barby Ann M. Villamor	Member	Ms. Robee Villanueva	Curehill Trading	Mr. Bryan Samante	Hafid N' Erasmus Corp. (HNE)	Ms. Joy Hernandez	SODCORP	Ms. Elvira Cataquis	Medtecs	Ms. Ma. Diana Paulina Planas	Avila	Ms. Claire Mancel	MCM	Mr. Wendell Martin Cabrera	MKG Tolentino Trading
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CALL OF ORDER	<ul style="list-style-type: none">• The scheduled Pre-Bid Conference started at 10:35 AM with the Chairperson presiding.• The Chairperson acknowledged the presence of the attendees.• Notices to the observers have been sent within the prescribed period, but none attended the activity. Notwithstanding the absence of the observers,																												

	<p>the Chairperson stated that there is compliance with the requirement under the rule. Thereafter, the BAC proceeded with the scheduled pre-bid conference.</p> <ul style="list-style-type: none"> • Having established the required quorum, the BAC Chairperson proceeded with above mentioned activity. • The BAC Chairperson instructed the prospective bidders that they may raise their clarification/queries by: <ul style="list-style-type: none"> • FOR Online Attendees Prospective Bidders may type their clarification/queries on the chat box provided. • FOR Physically present Attendees Prospective Bidders may raise their hand stating first their Company Name and Full Name.
<p>HIGHLIGHTS OF ACTIVITY</p>	<ul style="list-style-type: none"> • The BAC Chairperson stated that the purpose of the Pre-Bid Conference is to clarify and address bidder’s questions on the different aspects of the procurement at hand. Also, for bidders to fully understand the requirements. • The BAC Chairperson emphasized the following contents of the Bidding Documents: <ul style="list-style-type: none"> ○ Section I. Invitation to Bid <ul style="list-style-type: none"> ▪ Details of the item to be bid per lot including the Item Description, Approved Budget for the Contract and Price of the Bidding Documents. ▪ The Similar Contract to the Project must be completed within five (5) years prior to the date of submission and receipt of bids. ▪ Summary of the Bidding Activities ○ Section II. Instruction to Bidders <ul style="list-style-type: none"> ▪ Scope of Bid ▪ Funding Information ▪ Eligible Bidders ▪ The Similar Contract to the Project must be equivalent to at least twenty-five percent (25%) of the ABC. For example if the bidder will bid for Lot No. 1, the SLCC must be 25% of the ABC of Lot No. 1 ▪ Subcontracting is not allowed for this project. ▪ Prospective bidders may submit their request on clarification on and/or interpretation of any part of the Bidding Documents till October 28, 2020. ▪ Documents for submission to the BAC that are in foreign

language must be accompanied by a translation in English, which shall be authenticated.

- Bid and Bid Security shall be valid until March 03, 2020 (120 calendar days from the opening of bids).
- Each Bidder must submit Original Bid and Copy No. 1 of their Bid.
- Domestic Preference
- Post Qualification Documents must be submitted within a non-extendible period of two (2) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.
- Section III. Bid Data Sheet
 - Similar contracts to the project shall be any Personal Protective Equipment for medical use. The SLCC is not applicable to bidders claiming domestic preference per GPPB Resolution No. 19-2020 however all items in the set must have a Domestic Preference Certificate from the DTI.
 - Bid Security shall be in the form of a Bid Securing Declaration of any the form under BDS Clause 14.1
 - Post Qualification Documents
- Section V. Special Conditions of Contract
 - Place of Delivery and the Delivery Period
 - Bidders must submit two (2) sets of samples shall be submitted on or before the deadline for submission of bids.
- Section VI. Schedule of Requirements
- Section VII. Technical Specifications
 - Each bidder must state/write COMPLY to the Bidder's Statement of Compliance for each parameter.
- Section VII. Checklist of Technical and Financial Forms
- The BAC Secretariat presented to the prospective bidders the corresponding forms for the documentary requirements:
 - Bid Form
 - Schedule of Prices for Goods Offered From Abroad
 - Schedule of Prices for Goods Offered From Within the Philippines
 - Omnibus Sworn Statement
 - Statement of Single Largest Completed Contract Similar to the Contract to be Bid
 - Statement of Ongoing Contracts and Awarded but not yet started

Contracts

- Joint Venture Agreement
 - Form of Performance Security (Bank Guarantee)
 - Bid Securing Declaration Form
 - Performance Securing Declaration
 - Contract Agreement Form for the Procurement of Goods
- The BAC Secretariat also discussed the Marking Sealing of the Bid Proposals.
 - The BAC Chairperson reminded the prospective bidders that the stated form must be properly filled up, any non compliance will be subject to disqualification.
 - The following are the clarification/queries of the prospective bidders:

Bidder/s	Reference	Clarification	Response
MEDTECS	The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.	Clarified on the following: 1. The bidder will submit different similar contracts for each lot. 2. The total ABC of the four (4) lots will be the basis of the 25% of SLCC.	For bidders who will participate in more than one (1) lot they may submit a single largest similar contract applicable to 25% of per lot.
MEDTECS and Hafid N' Erasmus Corp. (HNE)	Documents in foreign language other than in English must be accompanied by a translation in English, which shall be authenticated.	Explained that the processing for the Authentication of the documents in foreign language other than in English usually takes 2 to 3 weeks or 30 days in maximum. Requested that they will be allowed to submit an Undertaking stating that they will submit the documents upon availability.	The BAC took note of the request, subject to further discussion.
MEDTECS	Last Day of Issuance of Bid Bulletin	Observed that the timeline is non-compliance to RA 9184, to which Supplemental Bid Bulletins may be issued upon the Procuring Entity's initiative at least seven (7) calendar	The project is covered by RA 11494 Bayanihan to Recover as One Act, to which the BAC is allowed to dispense the bidding timeline.

		days before the deadline for the submission and receipt of bids.	
		Requested for the extension of the Bidding Timeline.	The BAC took note of the request, subject to further discussion.
MEDTECS	Delivery Period	Requested for the 30 days extension of the Delivery Period.	The BAC took note of the request, subject to further discussion.
Hafid N' Erasmus Corp. (HNE)	Place of delivery	Clarified whether the warehouse will be shouldered by the End-user.	The BAC responded that the warehouse will be provided by the bidder.
MKG Tolentino Trading	Place of delivery	Clarified the maximum period that the items will be stored in the Supplier's Warehouse.	As per DOH the maximum storage of the items in the Supplier's Warehouse will be two (2) months.
MEDTECS and SODCORP	NFCC	Clarified if NFCC will be based on the ABC per lot not on the total ABC of four (4) lots.	The NFCC will be based on the total ABC of the lots being participated in. The bidder may opt to submit a Committed Line of Credit.
SODCORP		Asked if they are allowed to bid in a lot that is manufactured by mixed local and abroad.	Yes, but they will not be considered as Domestic Preference.
MKG Tolentino Trading		Clarified if there are any rules limiting the foreign bidders/manufacturers to participate in the project.	No.
MKG Tolentino Trading		Explained that if the packaging of the items per lot is per set, the required delivery period will not be sufficient for the bidders to be able to comply.	The BAC took note of the request, subject to further discussion.
SODCORP	Clarification	Clarified if the written clarification sent via email will be acceptable.	YES.

VIA ONLINE

Peter Gocheng		Clarified if the procurement timeline can be extended considering that the website is defective and they are only informed by a colleague.	The project was posted in Procurement Service website. and accessible to all prospective bidders.
		Clarified also on the Place of Delivery, does it mean that the delivery will be only in one cebu city or every town of cebu city.	The Delivery Period is at the Supplier's Warehouse. For example for Lot No. 1 the place of Delivery is at the Suppliers Warehouse in Cebu.
Marinette Avera	SLCC	Clarified if the accumulated 25% SLCC will be allowed.	It is allowed under the rules of RA 9184 subject to the certain conditions. The BAC took note of the request, subject to further discussion.
Fort Bo Enterprise:	Timeline	Clarified if the deadline for queries is October 28 which is 6 days before the ROBE, will this procurement be exempted from Sec. 22.5 of RA 9184 (7 calendar days before the ROBE for the bac to issue an SBB).	Since the project is covered by RA 11494 Bayanihan to Recover as One Act, the BAC is allowed to dispense the bidding timeline.
Peter Gocheng		Clarified if they will bid for 4 lots, can they submit 1 technical component only with 4 financial component for 4 lots	The requirement for bid submission is one (1) original and one (1) copy of your bids, you can submit one (1) technical, one (1) eligibility and one (1) financial component part as long as it includes the LOT you are participating to, for example: Conformity of Technical Specifications for Lot

			1, 2, 3 & 4; Financial Bid Form Lot 1 Bid price Lot 2 Bid price and so on.
Mia Pabera	Price of Bid Docs	Asked for the price of Bidding Documents	The amount of Bidding documents are as follows: For Lot 1: 25,000.00 For Lot 2: 25,000.00 For Lot 3: 18,000.00 For Lot 4: 25,000.00
Fort Bo Enterprise, Pharmally Logistics and Gautam Nebhwani	Packaging Requirement	Clarified if the supplier of the winning bid will pack the complete set in one plastic? If yes, the delivery period is too short to repack the items.	The packaging requirement is one (1) PPE set per pack. The BAC took note of the request, subject to further discussion.
Fort Bo Enterprise	Domestic Preference	Clarified if the bidder have dobid for the PPE, gown and apron but the other items are imported What will be the treatment?	All items must have a DoBid Certificate to be considered as Domestic Preference.
Peter Gocheng	Timeline	Request for Extension of Bid opening from November 03, 2020 to November 15, 2020.	The BAC took note of the request, subject to further discussion.
Iraseth Pharma Inc	Delivery Period	Clarified if the project is under ordering agreement or one time delivery.	One time delivery.
Hashtag Ventures	SLCC	Clarified if the SLCC should be within 10 or 5 years.	The Similar Contract to the Project must be completed within five (5) years prior to the date of submission and receipt of bids
Arthur Pacua	Technical Specifications	Requested to complete the sizes from extra small to extra large, because most of the manufacturers request to order all the sizes.	The size requirements are indicated in the Technical Specifications.

	Business and beyond	Technical Specifications	Requested that the size requirement for clean and sterile gloves will include all the sizes.	The BAC took note of the request, subject to further discussion.						
	Fort Bo Enterprise		Clarified if the acceptance will be based on visual inspection of the delivered goods. If one or two items does not conform with the specifications the entire delivery will be rejected.	The Technical Working group will evaluate the items in accordance with the requirements. If one of the item PPE sets does not comply the entire delivery will be rejected.						
ADJOURNMENT	<ul style="list-style-type: none"> The BAC Chairperson reminded on the documents that must be notarized and rule on the notarization of documents. The BAC 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 especially those clarifications that are not answered due to technical difficulties. 									
CERTIFICATION	<ul style="list-style-type: none"> We certify that the foregoing is a true account of PRE-BID CONFERENCE conducted on Tuesday, October 27, 2020. 									
PREPARED BY	<p style="text-align: center;">SGD MS. BARBY ANN M. VILLAMOR Secretariat</p>									
CERTIFIED CORRECT	<p>BIDS AND AWARDS COMMITTEE I:</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%; vertical-align: top;"> <p>SGD MS. ANA ZOSITH A. CAÑARES Ad Hoc Representative, PS</p> </td> <td style="text-align: center; width: 50%; vertical-align: top;"> <p>SGD MR. JAMES F. GABILO Provisional Member</p> </td> </tr> <tr> <td style="text-align: center; vertical-align: top;"> <p>SGD ATTY. EARVIN JAY I. ALPARAQUE Regular Member</p> </td> <td style="text-align: center; vertical-align: top;"> <p>SGD ENGR. NICOLE JOHN D. CABUEÑOS Vice-Chairperson</p> </td> </tr> <tr> <td colspan="2" style="text-align: center; vertical-align: top;"> <p>SGD MR. DICKSON T. PANTI Chairperson</p> </td> </tr> </table>				<p>SGD MS. ANA ZOSITH A. CAÑARES Ad Hoc Representative, PS</p>	<p>SGD MR. JAMES F. GABILO Provisional Member</p>	<p>SGD ATTY. EARVIN JAY I. ALPARAQUE Regular Member</p>	<p>SGD ENGR. NICOLE JOHN D. CABUEÑOS Vice-Chairperson</p>	<p>SGD MR. DICKSON T. PANTI Chairperson</p>	
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