

MINUTES OF MEETING

Tuesday, February 16, 2021	1:30 PM	CONFERENCE ROOM A
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE I
TYPE OF MEETING	Prebid Conference
PROJECT	<i>Supply and Delivery of Disinfectant Spray for the Procurement Service</i>
REFERENCE NO.	PB 21-014-1
ATTENDEES	<p>BIDS AND AWARDS COMMITTEE 1</p> <p>Mr. Dickson Pantì Chairperson Ms. Ana Zosith Cañares Ad-Hoc Representative Ms. Rina Maureen M. Maurera Provisional Member</p> <p>SECRETARIAT</p> <p>Ms. Maybelline N. Galang Secretariat-in-Charge</p> <p>TECHNICAL WORKING GROUP</p> <p>Mr. Karlou Borja PS Engr. Patrick Dave Magpantay PS</p> <p>Prospective Bidder(s):</p> <p>Ms. Ellaine Aquino Consumer Care* Ms. Jenelyn Ayonayo Coalesce Sales Inc.* Ms. Maeah Isidro CPSTI* Bowman Technologies* Anjene Industries*</p> <p><i>*Present through Google Meet</i></p>
CALL TO ORDER	<p>1. The scheduled Prebid Conference started at 1:45 PM with the Chairperson presiding.</p> <p>2. The Chairperson acknowledged the presence of the attendees.</p>

3. Having established the required quorum, the Secretariat proceeded with the presentation of the project.

DISCUSSION

I. BID DOCUMENTS

<p>INSTRUCTIONS TO BIDDERS</p>	<p>NO FURTHER CLARIFICATION</p>
<p>BID DATA SHEET</p>	<p>20.2 Item no. 3</p> <p>XXX</p> <p>Proof of completion of the single largest contract as identified in the Statement of Single Largest Contract, which shall be copy of any verifiable document(s) such as but not limited to the following: (a) Contract/s or Purchase Order/s; (b) corresponding Sales Invoice/s; (c) Official Receipt/Cash Receipt/Collection Receipt; and (d) Certificate of Satisfactory Completion.</p> <p>XXX</p> <p>Representative from Coalesce Sales inquired that if ever they are joining as Joint Venture, should each company needs to submit a separate Single Largest Completed Contract.</p> <p><i>The Chairperson stated that either of the joint venture partners can submit one SLCC.</i></p> <p>Item 8</p> <p>XXX</p> <p>FDA certificate of product registration/notification</p> <p>XXX</p> <p>Representative from Consumer Care inquired that the FDA portal was just only opened this year, with that, they have no other supporting documents to be provided for the FDA certificate of product registration.</p> <p><i>The TWG Representative stated that FDA certificate of product registration is required to be submitted.</i></p>

GENERAL CONDITIONS OF THE CONTRACT	NO FURTHER CLARIFICATION
SPECIAL CONDITIONS OF THE CONTRACT	<p>Clause 4</p> <p>XXX</p> <p>Note:</p> <ul style="list-style-type: none"> - <i>Confirmatory test will be conducted on the first tranche of delivery. The preceding confirmatory test will be conducted two (2) weeks prior to the 6-month validity of the previous test result.</i> <p>XXX</p> <p>Representative from Consumer Care clarifies why another confirmatory test will be conducted on the first tranche of delivery.</p> <p><i>The Chairperson responded that only the first tranche of the delivery will be subject for the confirmatory test and will be conducting another confirmatory test result 2 weeks before the expiration of the previous test result.</i></p> <p>Same representative followed another clarification, their test result will be expiring on February 25, 2021, if they conduct another confirmatory test, will this be constitute the confirmatory test of the first tranche of the delivery and the 6 month validity requirement.</p> <p><i>The Chairperson took note of the concern and subject for confirmation with the Inspection Division.</i></p>
SCHEDULE OF REQUIREMENTS	NO FURTHER CLARIFICATION
TECHNICAL SPECIFICATIONS	<p>Technical Requirements Page 37</p> <p>The TWG Representative clarifies if the FDA certificate of product registration/ notification shall be included in the documents to be submitted for the Post Qualification as it is already indicated in the Technical Specifications under Evidence and Verification.</p> <p><i>The Committee took note of the concern and subject for clarification.</i></p>

	<p>Representative from Coalesce sales inquired where and what kind of testing to be conducted.</p> <p><i>The TWG Representative presented again the product specifications and testing shall be done to accredited testing centers.</i></p>
BIDDING FORMS	NO FURTHER CLARIFICATION
II. OTHER DISCUSSIONS	
OTHER MATTERS	No other matters were discussed.
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3: 45 PM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Tuesday, February 16, 2021.
PREPARED BY	<p>BAC Secretariat:</p> <p style="text-align: center;">SGD. MS. MAYBELLINE N. GALANG Secretariat</p>
CERTIFIED CORRECT	<p>Bids and Awards Committee I:</p> <p style="text-align: center;">SGD. MS. RINA MAUREEN M. MAURERA Provisional Member</p> <p style="text-align: center;">SGD. MS. ANA ZOSITH A. CAÑARES Ad-Hoc Representative</p> <p style="text-align: center;"><i>Not present</i> ATTY. EARVIN JAY I. ALPARAQUE Regular Member</p>

Not present
ENGR. NICOLE JOHN D. CABUEÑOS
Vice Chairperson

MR. DICKSON T. PANTI
Chairperson