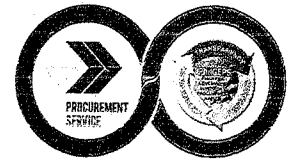




Republic of the Philippines
 Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE



MINUTES OF MEETING

10 August 2018	01:30 PM	CONFERENCE ROOM A
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MEETING CALLED BY	Bids and Awards Committee III
TYPE OF MEETING	Pre-bid Conference
PROJECT	Supply and Delivery of Plastic Molded Products for Procurement Service (PS)
REFERENCE NO.	PB No. 18-229-3
ATTENDEES	<p>Bids and Awards Committee III</p> <p>Engr. Edward Saddi Chairperson Marc Hordejan Vice-Chairperson Joseph Balagtas Provisional Member/PMOIC</p> <p>Procurement Division 3</p> <p>Jennefer Gemudiano Member Erica Santos Secretariat</p> <p>Bidders:</p> <p>Aldrich Tang Rodenstock Manufacturing Corporation (RMC) Ivy Novicio SPH International Corporation (SPHIC) Jamie Mercado SPH International Corporation (SPHIC) Juliefer Barga CPSTI Macah Airocel Isidro CPSTI Evangeline Diola Atlanta Industries</p>
CALL TO ORDER	<p>The scheduled Pre-bid Conference started at 01:57 PM with the Chairperson presiding.</p> <p>Attendees for the activity were introduced and acknowledged however invited observers did not confirm their attendance.</p> <p>Having established the required quorum, the Secretariat proceeded with the discussion of the activity.</p>

PRE-BID CONFERENCE
 PB No. 18-229-3

Supply and Delivery of Plastic Molded Products for Procurement Service (PS)

I. BID DOCUMENTS	
INSTRUCTIONS TO BIDDERS	There were no amendments/revisions made and further instructions from the BAC under this section.
BID DATA SHEET	There were no amendments/revisions made and further instructions from the BAC under this section.
GENERAL CONDITIONS OF THE CONTRACT	There were no amendments/revisions made and further instructions from the BAC under this section.
SPECIAL CONDITIONS OF THE CONTRACT	There were no amendments/revisions made and further instructions from the BAC under this section.
SCHEDULE OF REQUIREMENTS	There were no amendments/revisions made and further instructions from the BAC under this section.
TECHNICAL SPECIFICATIONS	There were no amendments/revisions made and further instructions from the BAC under this section.
TERMS OF REFERENCE	There were no amendments/revisions made and further instructions from the BAC under this section.
BIDDING FORMS	There were no amendments/revisions made and further instructions from the BAC under this section.

III. TIMELINE	
POSTING IN PHILGEPS	03 August 2018
PREBID CONFERENCE	10 August 2018 ; 01:30 PM
LAST DAY OF ISSUANCE OF BID BULLETIN	17 August 2018

PRE-BID CONFERENCE
PB No. 18-229-3

**DEADLINE FOR
SUBMISSION AND
OPENING OF BIDS**

24 August 2018 ; 01:30 PM

II. OTHER DISCUSSIONS

OTHER MATTERS

Mr. Tang of RMC asked if the duration of the Contract Agreement is one (1) year. The Chairperson confirmed that the duration is one (1) year. Mr. Tang cited an example where they went beyond the duration of the Contract Agreement because the items are slow moving. As a result, there were times were PS requested to delay the delivery. He clarified if the Contract Agreement duration can be extended. The Chairperson answered that the Contract Agreement duration can be extended, as long as the PS is the one who requested for it, and not because of the fault of the suppliers.

XXX

The Chairperson requested the previous bidders to withdraw the previous samples they submitted. He said that PS does not have the facility to hold the samples. He requested the previous bidders to create a withdrawal letter for them to withdraw the samples.

ADJOURNMENT

Having no other matters for discussion, the meeting was adjourned at **02:30 PM.**

CERTIFICATION

We certify that the foregoing is true account of Pre-bid Conference conducted on **10 August 2018.**

PREPARED BY

Procurement Division 3:


ERICA SANTOS
Secretariat

Bids and Awards Committee III:

On Official Business
OMAR BERNAL
AdHoc Representative


JOSEPH BALAGTAS
Provisional Member / PMOIC

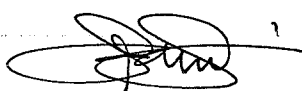
PRE-BID CONFERENCE
PB No. 18-229-3

CERTIFIED CORRECT

On Official Business

ATTY. DIVINA GRACIA BACAL
Regular Member


MARC HORDEJAN
Vice-Chairperson


ENGR. EDWARD SADDI
Chairperson

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.