



# MINUTES OF MEETING

Friday, August 9, 2019

1:00 PM

CONFERENCE ROOM A

<b>MEETING CALLED BY</b>	<b>PROCUREMENT SERVICE - INTERNAL BIDS AND AWARDS COMMITTEE</b>	
<b>TYPE OF MEETING</b>	<b>PREBID CONFERENCE</b>	
<b>PROJECT</b>	<b>SUPPLY, DELIVERY, IMPLEMENTATION AND MAINTENANCE OF AN ENTERPRISE RESOURCE PLANNING SYSTEM</b>	
<b>REFERENCE NO.</b>	<b>PB 004-2019</b>	
<b>ATTENDEES</b>	<b>BIDS AND AWARDS COMMITTEE 1</b>	
	Dir. Rosa Maria M. Clemente Mr. Archivald S. Navarro Ms. Mary Ann Penaflor Ms. Mark Anthony Huertas Atty. John Paul P. Fernandez  Ms. Abigail Ann O. Alicdan Ms. Mary Willen DJ. Renomeron Mr. Reygienald L. Nacario Mr. Mark Joben Nieva	Chairperson Vice-Chairperson Member Member Member  Secretariat Secretariat Secretariat Secretariat
<b>ATTENDEES</b>	<b>End User Representative/TWG</b>	
	Engr. Edgar Allan Rocha Mr. Ulysses Dela Cruz Mr. Mark Evans Agsalud Mr. Karl Michael Espejo Mr. Alvin L. Colambo Mr. Charlemagne P. Santos	TWG Head PS-DBM PS-DBM PS-DBM PS-DBM PS-DBM
<b>ATTENDEES</b>	<b>PROSPECT BIDDERS</b>	
	Ms. Michelle Lasam Mr. Mike Aguer Ms. Mitch Casim Ms. Jinley Motil Mr. Bernie Reyes Ms. Liz Galang Ms. Lanie Maglente	Radenta Microsoft NTT Data NTT Data GTI GTI Oracle

	Mr. Ernesto Tobias Mr. Lester Hernandez Ms. Gianne Orrola Ms. Loveme Galapate Ms. Carmela Yap Mr. Joseph Cruz Ms. Maribeth Salceda Mr. Roldan Rebosura	AGS AGS ePLDT SAP APPCentric ABS FUM PLDT
<b>CALL TO ORDER</b>	1. THE SCHEDULED <b>PREBID CONFERENCE</b> STARTED AT <b>1:45 PM</b> WITH THE CHAIRPERSON PRESIDING.  2. The Chairperson acknowledged the presence of the attendees.  3. Having established the required quorum, the PMO-in-charge proceeded with the presentation of the project.	

## DISCUSSION

I. BID DOCUMENTS	
<b>INSTRUCTIONS TO BIDDERS</b>	NO DISCUSSION
<b>BID DATA SHEET</b>	<p>Section III            Clause 12.1(a)(i)</p> <p>XXX</p> <p>Notwithstanding the above requirements, the bidder may opt to submit the following eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership):</p> <ul style="list-style-type: none"> <li>a. Business Registration;</li> <li>b. 2019 Mayor's Permit;</li> <li>c. 2017 Audited Financial Statement;</li> <li>d. Valid and current Tax Clearance;</li> </ul> <p>XXX</p> <ul style="list-style-type: none"> <li>- SLCC: Any contract for Web enable ERP System.</li> <li>- One of the suppliers asked if all documents related to compliances</li> </ul>

	<p>should be submitted with the bid proposals.</p> <p><i>The Internal Bids and Awards Committee (IBAC) stated that all must be submitted during the bid opening except the Curriculum Vitaes (CVs) of the team. The CVs of the team shall be submitted during the post qualification.</i></p> <ul style="list-style-type: none"> <li>- One of the suppliers asked if the commencement of the 2-year warranty is upon the completion of the project.</li> </ul> <p><i>IBAC take note of the question and will be answered thru a bid supplement.</i></p> <ul style="list-style-type: none"> <li>- APPcentric asked the definition of base components, whether it is the same with "component 1."</li> </ul> <p><i>Mr. Dela Cruz stated that the IBAC will provide additional information regarding this matter thru a bid supplement.</i></p> <p><i>Mr. Santos pointed out that the proposed project schedule shown to the suppliers should be disregarded because there is an updated schedule that also tally with the question on the payment schedule.</i></p> <ul style="list-style-type: none"> <li>- IBAC requested that suppliers include at least a screenshots of the modules being asked as proof of compliance.</li> <li>- The suppliers asked if they can add another column where they can place screenshots or links of the screenshots.</li> </ul> <p><i>It was agreed that they can add a column for the proof of compliance.</i></p>
GENERAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SCHEDULE OF REQUIREMENTS	<ul style="list-style-type: none"> <li>- Mr. Joseph of ABS requested if the IBAC can extend the submission for the written clarification.</li> </ul> <p><i>The IBAC stated that this request will be noted and will be discussed since the IBAC has its deadline with the management and this extension will affect the whole schedule of the project.</i></p>
TECHNICAL SPECIFICATIONS	<ul style="list-style-type: none"> <li>- Mr. Ulysses Dela Cruz was called to discuss the Technical Specification of the Project.</li> <li>- One of the prospective suppliers asked if all the systems are already</li> </ul>

finished and completed.

*Mr. Dela Cruz explained that all are done but there are phases of some system that are not yet implemented, Mr. Dela Cruz also reiterated the last part where it is stated that "other existing and future system".*

- A follow up question regarding the dependency of the system and the future systems to be included in the ERP.

*Mr. Dela Cruz along with Mr. Santos stated that on the present system, it was only stated when it is cost out it shall entail future system (Adaptability). Also, it is stated how the project will be evaluated, it covers the costing for the integration of the future system.*

- NTT Data asked if all the data on the current system will be migrated.

*The end user replied that all the data in the present ERP is to be migrated as long as it is related to the ERP.*

- Representative of ABS asked if all the archived data from the existing system will be migrated.

*Mr. Santos stated that for the go live there would be a cut off but eventually all the archived and pre existing data should be transferred to the new ERP.*

*Mr. Dela Cruz also stated that the BAC will include all possible future system in the bid supplement.*

- Mr. Mike of Microsoft raised his issue regarding the perpetual license and the expectation on the subscription to a cloud service.

*Mr. Santos explained that these are treated as two (2) separate things so that PS will not be hostage to the environment of the possible ERP.*

- NTT data clarified that the 2 years subscription will start after the go live of the first module, meaning that the 2 years subscription is already running while implementing the other modules.

*Mr. Santos stated that technically it will be more than 2 years because it depends on the implementation process of the supplier. Also the Day 1 of the support will start after the first go live.*

TERMS OF REFERENCE

NO DISCUSSION

<p><b>BIDDING FORMS</b></p>	<ul style="list-style-type: none"> <li>- Deadline for submission of the bidding proposal is on August 23, 2019 at 1:00PM</li> <li>- One of the suppliers asked if PS can provide soft copy of the bid forms. <i>Mr. Navarro answered that suppliers can request soft copy but only after buying the bidding documents.</i></li> <li>- RADENTA representatives asked if all members of the Joint Ventures and/or foreign company should be registered under the PhilGEPS.  <i>The BAC answered that per IRR all members must be registered through PhilGEPS. Also the documents to be submitted if not in English should be consular issued. In addition, during the submission if the foreign partners are not registered with PhilGEPS they should submit the Class A document.</i></li> <li>- A supplier added a question regarding the aggregated contract for the single largest. <i>The BAC said it will be noted for discussion and the answer will be posted thru a bid supplement.</i></li> </ul>
<p><b>II. OTHER DISCUSSIONS</b></p>	
<p><b>OTHER MATTERS</b></p>	<p>NO DISCUSSION</p>
<p><b>ADJOURNMENT</b></p>	<p>HAVING NO OTHER MATTERS FOR DISCUSSION, THE MEETING WAS ADJOURNED AT <b>4: 00 PM</b></p>
<p><b>CERTIFICATION</b></p>	<p>WE CERTIFY THAT THE FOREGOING IS TRUE ACCOUNT OF <b>PREBID CONFERENCE</b> CONDUCTED ON FRIDAY, AUGUST 9, 2019.</p>
<p><b>PREPARED BY</b></p>	<p style="text-align: center;">SGD. <b>MR. REYGIENALD L. NACARIO</b> Secretariat</p> <p style="text-align: center;">SGD. <b>MS. ABIGAIL ANN O. ALICDAN</b> Secretariat</p>
<p><b>CERTIFIED CORRECT</b></p>	<p style="text-align: center;">SGD. <b>DIR. ROSA MARIA M. CLEMENTE</b> Chairperson</p>