



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



MINUTES OF MEETING

Wednesday, April 24, 2019

10:00 AM


AFG DIRECTOR'S ROOM

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VI (BAC VI)
TYPE OF MEETING	Pre-bid Conference
PROJECT	Supply and Delivery of Tape, Masking 24mm for the Procurement Service (PS)
REFERENCE	PB 19-131-6
ATTENDEES	<p>Bids and Awards Committee VI: Mr. Joseph Conrad D. Dueñas Chairperson Mr. Dickson T. Pantí Vice-Chairperson Mr. Joshua Felino Julian F. Dulce Provisional Member Mr. Jeffrey M. Bertumen Ad Hoc Member, PS</p> <p>Procurement Division VI: Ms. Jerome Jerold A. Catapang Secretariat</p> <p>Prospective Bidder: Mr. Charlie Rosario Juneau Industrial Corp. Mr. Eriwel Torrevillas Crocodile Tape</p>
CALL TO ORDER	<ol style="list-style-type: none"> 1. The scheduled Pre-bid Conference started at 10:45 AM with the Chairperson presiding. 2. The Chairperson acknowledged the presence of the attendees. 3. The Provisional Member presented the Invitation to Observers; however, none of them attended. 4. Having established the required quorum, the Provisional Member proceeded with the discussion of the general requirements for government procurement.

DISCUSSION

I. BID DOCUMENTS

<p>INVITATION TO BID</p>	<p>xxx</p> <p>2. The summary of the bidding activities is as follows:</p> <table border="1" data-bbox="432 504 1467 831"> <tr> <td>Advertisement/Posting of Invitation to Bid</td> <td>April 17, 2019</td> </tr> <tr> <td>Issuance and Availability of Bid Documents</td> <td>April 17, 2019</td> </tr> <tr> <td>Pre-Bid Conference</td> <td>April 24, 2019 1:30 PM 10:00 AM</td> </tr> <tr> <td>Last day of Submission of Written Clarification</td> <td>April 29, 2019</td> </tr> <tr> <td>Last day of Issuance of Bid Bulletin</td> <td>April 30, 2019</td> </tr> <tr> <td>Deadline for Submission of Bids</td> <td>May 08, 2019 10:00 AM</td> </tr> <tr> <td>Opening of Bids</td> <td>Immediately after</td> </tr> </table> <p>xxx</p> <p>The Chairperson explained that there was a typographical error on the schedule of the pre-bid conference as showed above. Thus, he stated that a bid bulletin will be issued to such effect.</p>	Advertisement/Posting of Invitation to Bid	April 17, 2019	Issuance and Availability of Bid Documents	April 17, 2019	Pre-Bid Conference	April 24, 2019 1:30 PM 10:00 AM	Last day of Submission of Written Clarification	April 29, 2019	Last day of Issuance of Bid Bulletin	April 30, 2019	Deadline for Submission of Bids	May 08, 2019 10:00 AM	Opening of Bids	Immediately after
Advertisement/Posting of Invitation to Bid	April 17, 2019														
Issuance and Availability of Bid Documents	April 17, 2019														
Pre-Bid Conference	April 24, 2019 1:30 PM 10:00 AM														
Last day of Submission of Written Clarification	April 29, 2019														
Last day of Issuance of Bid Bulletin	April 30, 2019														
Deadline for Submission of Bids	May 08, 2019 10:00 AM														
Opening of Bids	Immediately after														
<p>INSTRUCTIONS TO BIDDERS</p>	<p>"NO DISCUSSION"</p>														
<p>BID DATA SHEET</p>	<p>BDS Clause No. 12.1(a)(i) Page 40.</p> <p>xxx</p> <p>c. 2018 Audited Financial Statement; and</p> <p>xxx</p> <p>A prospective bidder asked if a SEC stamped AFS should also be submitted.</p> <p>The Chairperson replied in the negative and explained that BIR stamped is only the requirement.</p>														
<p>GENERAL CONDITIONS OF THE CONTRACT</p>	<p>"NO DISCUSSION"</p>														
<p>SPECIAL CONDITIONS OF THE CONTRACT</p>	<p>"NO DISCUSSION"</p>														
<p>SCHEDULE OF REQUIREMENTS</p>	<p>A prospective bidder requested that the delivery period be extended to thirty (30) calendar days for the first tranche only.</p>														

	<p>The Chairperson asked on the quantity that the bidder could provide within fifteen (15) calendar days due to large quantity. The Chairperson, in turn, requested to propose the quantity to be delivered for fifteen (15) calendar days and thirty (30) calendar days.</p>			
	<p>A prospective bidder inquired if the test validity can be extended to one (1) year.</p> <p>The Committee took note of the concern and stated that it will be subjected for discussion. The Chairperson requested that the concern be formalized through a letter.</p>			
TECHNICAL SPECIFICATIONS	<p>xxx</p> <table border="1"> <tr> <td>3</td> <td>Adhesion Strength: 8.5N/24mm width (min.)</td> <td></td> </tr> </table> <p>xxx</p> <p>A prospective bidder requested to have at least 0.5N tolerance on the Adhesion Strength.</p> <p>The Committee took note of the request and stated that a bid bulletin will be issued for this purpose.</p>	3	Adhesion Strength: 8.5N/24mm width (min.)	
3	Adhesion Strength: 8.5N/24mm width (min.)			
BIDDING FORMS	"NO DISCUSSION"			
OTHER MATTERS	The Chairperson stated that the bidder has until April 20, 2019 to submit any written clarification.			
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:30 AM			
CERTIFICATION	We certify that the foregoing is the true account of the Pre-bid Conference conducted on April 24, 2019 .			
PREPARED BY	<p>Procurement Division VI:</p> <p style="text-align: center;">  JEROME JEROLD A. CATAPANG Secretariat </p>			

CERTIFIED CORRECT

Bids and Awards Committee VI:



JOSHUA FELINO JULIAN F. DULCE
Provisional Member



JEFFREY M. BERTUMEN
Ad Hoc Member, PS



DICKSON T. PANTI
Vice-Chairperson



JOSEPH CONRAD D. DUEÑAS
Chairperson