

# MINUTES OF MEETING

Thursday, September 5, 2019	10:00 AM	EXECUTIVE LOUNGE
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<b>MEETING CALLED BY</b>	<b>SPECIAL BIDS AND AWARDS COMMITTEE</b>
<b>TYPE OF MEETING</b>	<b>Pre-bid Conference</b>
<b>PROJECT</b>	Design, Supply and Delivery of Casual Uniforms for PHISGOC Workforce, Technical Officials, SEA Games Council, and Volunteers for the 30 <sup>th</sup> SEA Games
<b>REFERENCE</b>	<b>PB No. 19-279-6</b>
<b>ATTENDEES</b>	<p><b>Special Bids and Awards Committee:</b>            Atty. Michelle Anne B. Recto, LL.M.      Chairperson            Mr. Joseph Conrad D. Dueñas      Vice Chairperson            Ms. Rhazel C. Rigoroso      Provisional Member (PMO-in-Charge)            Mr. Joshua Felino Julian F. Dulce      TWG Member            Mr. Jerome Jerold A. Catapang      Secretariat</p> <p><b>End-User Agency:</b>            Ms. Lorna Lorico      TWG Member, PSC            Ms. Kristine Cils      TWG Member, PHISGOC            Mr. Jojit Alcazar      PHISGOC            Atty. Francis Baclay      PHISGOC</p> <p><b>Prospective Bidders:</b>            Ms. Russein Maclaire Cusipag      Innovative Finds Corp.            Ms. Marion Maula      Innovative Finds Corp.            Ms. Rachel Largo      Angels Sportswear            Ms. Cristina Bautista      Bihis Cruz Inc.            Ms. Marie Angeli Reyes      Sonak Corp.            Ms. Julie Crisologo      Sonak Corp.            Ms. Ivory Juliene Robins      Robins Marketing            Mr. Francis Daguio      Anclaze Trading Corp.            Mr. Louis Alconcel      Unimaster Conglomeration Inc.            Mr. Vicente Isla      RISLA            Ms. Jacqueline Gazzole      Woman Fine Clothing            Ms. Maricris Dumaran      Mitsui            Mr. Fernando Lumaban      Knit &amp; Tuck            Mr. Abulkhain Jalman      Audric Construction</p>

	<p>Ms. Nicole Delator <span style="float: right;">Anclaze Trading Corp.</span></p> <p><b>PS Consultant:</b> Engr. Elmer Dorado</p>
<p><b>CALL TO ORDER</b></p>	<ol style="list-style-type: none"> <li>1. The scheduled <b>Pre-bid Conference</b> started at <b>10:15 AM</b> with the Chairperson presiding.</li> <li>2. The Chairperson acknowledged the presence of the attendees.</li> <li>3. The Invitation to Observers was also presented; however, none of them attended.</li> <li>4. Having established the required quorum, the Provisional Member proceeded with the discussion of the general requirements for government procurement.</li> </ol>

**DISCUSSION**

I. BID DOCUMENTS	
<p><b>INVITATION TO BID</b></p>	<p>"NO DISCUSSION"</p>
<p><b>INSTRUCTIONS TO BIDDERS</b></p>	<p>"NO DISCUSSION"</p>
<p><b>BID DATA SHEET</b></p>	<p>The prospective bidder asked if there is a need to submit the business registration if it is included in the PhilGEPS certificate.</p> <p><b>The Committee answered that the PhilGEPS Certificate of Registration together with its updated Annex A will suffice.</b></p>
	<p>BDS Clause 5.4 Page 41.</p> <p>xxx For Lot No. 1:</p> <p>Design, Manufacturing, Selling and/or Distribution of Sports Uniforms for National Teams as Official or Training Uniforms or Uniforms of Organizers of Major International Sport Events such as Olympic Games, Winter Olympic Games or Youth Olympic Games, or any other Continental Games such as Asian Games and the South East Asian Games, or any other National Sporting Events.</p>

	<p>For Lot No. 2:</p> <p>Contract for purses, handbags, or bag xxx</p> <p>The prospective bidder requested if similar contracts for Lot Nos. 1 and 2 could be amended into garments.</p> <p><b>The Committee explained the ratio for the specificity of the requirement. Nonetheless, the Committee took note of the request and stated that it will be answered in the supplemental bid bulletin.</b></p>														
	<p>xxx</p> <p>2. For Lot No. 2: Body Bag</p> <ul style="list-style-type: none"> <li>• Certification from the supplier that the material is made of Polyester/Nylon.</li> </ul> <p>xxx</p> <p>The prospective bidder inquired whether certification to any type of polyester/nylon will be accepted considering that it has many categories. In addition, the prospective bidder stated that the showed material swatch for the above-mentioned lot is Cordura.</p> <p><b>The Committee took note of the concern and stated that the same shall be answered in the supplemental bid bulletin.</b></p>														
<p><b>GENERAL CONDITIONS OF THE CONTRACT</b></p>	<p>"NO DISCUSSION"</p>														
<p><b>SPECIAL CONDITIONS OF THE CONTRACT</b></p>	<p>"NO DISCUSSION"</p>														
<p><b>SCHEDULE OF REQUIREMENTS AND SUBMISSION OF SAMPLES</b></p>	<p>xxx</p> <table border="1" data-bbox="432 1608 1514 1794"> <thead> <tr> <th data-bbox="432 1608 582 1682">Lot No.</th> <th data-bbox="582 1608 1150 1682">Item/Description</th> <th data-bbox="1150 1608 1514 1682">Number of Sample (Any size)</th> </tr> </thead> <tbody> <tr> <td data-bbox="432 1682 582 1720">xxx</td> <td data-bbox="582 1682 1150 1720">xxx</td> <td data-bbox="1150 1682 1514 1720">xxx</td> </tr> <tr> <td data-bbox="432 1720 582 1758"></td> <td data-bbox="582 1720 1150 1758">Track Jackets</td> <td data-bbox="1150 1720 1514 1758">One (1) piece <b>per color</b></td> </tr> <tr> <td data-bbox="432 1758 582 1794">xxx</td> <td data-bbox="582 1758 1150 1794">xxx</td> <td data-bbox="1150 1758 1514 1794">xxx</td> </tr> </tbody> </table> <p>xxx</p> <p><b>The Provisional Member explained that one piece per color with a total of 4 pieces shall be submitted for the track jackets. Thus, the Provisional Member stated that a Bid Bulletin will be issued for the changes made above.</b></p>			Lot No.	Item/Description	Number of Sample (Any size)	xxx	xxx	xxx		Track Jackets	One (1) piece <b>per color</b>	xxx	xxx	xxx
Lot No.	Item/Description	Number of Sample (Any size)													
xxx	xxx	xxx													
	Track Jackets	One (1) piece <b>per color</b>													
xxx	xxx	xxx													

TECHNICAL SPECIFICATIONS	XXX	
	AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE
	Track Jackets  XXX 2. WE WIN AS ONE logo Printing Process: <del>Heat Transfer</del> <b><u>Embroidered</u></b> XXX	
<p>XXX</p> <p><b>The Committee stated that the End-User representatives clarified that the requirement for the printing process for the "WE WIN AS ONE logo" shall be Embroidered. Further, the Committee stated that the changes made above shall be reflected in the Supplemental Bid Bulletin.</b></p>		
	XXX	
	AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE
	Business Jackets  XXX 2. WE WIN AS ONE logo Printing Process: <del>Heat Transfer</del> <b><u>Embroidered</u></b> XXX	
<p>XXX</p> <p><b>Further, the Committee also clarified that the same shall be the requirement with the business jacket's printing process for the "WE WIN AS ONE logo". Amendment shall be reflected in the supplemental bid bulletin.</b></p>		
	XXX	
	AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE
	Body Bag	

	XXX
	<p>XXX</p> <p>The prospective bidder requested if the design that requires sublimation printing could be provided.</p> <p><b>The Committee answered that the logos will be uploaded either in JPEG or PDF format.</b></p> <p>The prospective bidder raised that the illustrated sample picture of the body bag foam at the back. Furthermore, the prospective bidder requested to provide the thickness of the foam and the specification of the inner lining.</p> <p><b>The Committee took note of the observation and stated that the same shall be reflected in the Supplemental Bid Bulletin.</b></p> <p>The prospective bidder from Knit &amp; Tuck clarified that the material swatch for the above-mentioned item is Cordura. However, the prospective bidder from Sonak Corp. manifested that "Cordura" is a brand.</p> <p><b>The Committee took note of the concerns and stated that it will be answered in the Supplemental Bid Bulletin.</b></p> <p>On the tolerance of the logos, the prospective bidder raised that a bigger logo would be better.</p> <p><b>The Committee explained that the size of the logos follows the prescribed branding guidelines set by the PHISGOC Marketing team.</b></p>
	<p>The prospective bidder stated that the timeline of activities should be considered regarding the issuance of additional specifications for the body bag.</p> <p><b>The Committee explained that the Supplemental Bid Bulletin will be issued as soon as the clarifications were provided.</b></p>
	<p>The prospective bidder inquired whether which polo shirt matches with the track jacket and the actual differentiation between track jacket and business jacket.</p> <p><b>The Committee took note of the concerns and stated that it will be discussed with the End-User Agency.</b></p>
<b>BIDDING FORMS</b>	<b>"NO DISCUSSION"</b>

OTHER MATTERS	"NO DISCUSSION"
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at <b>11:29 AM.</b>
CERTIFICATION	We certify that the foregoing is the true account of the Pre-bid Conference conducted on <b>September 5, 2019.</b>
PREPARED BY	<p style="text-align: center;"><b>JEROME JEROLD A. CATAPANG</b> Secretariat</p>
CERTIFIED CORRECT	<p>Special Bids and Awards Committee:</p> <p style="text-align: center;"><b>RHAZEL C. RIGOROSO</b> Provisional Member (PMO-in Charge)</p> <p style="text-align: center;"><b>JOSEPH CONRAD D. DUEÑAS</b> Vice Chairperson</p> <p style="text-align: center;"><b>ATTY. MICHELLE ANNE B. RECTO, LL.M.</b> Chairperson</p>