



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



MINUTES OF MEETING

Tuesday, September 11, 2018	10:00 AM	CONFERENCE A
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE 1	
TYPE OF MEETING	Pre-bid Conference	
PROJECT	Supply and Delivery of Airconditioning Units for Land Registration Authority (LRA)	
REFERENCE NO.	PB No. 18-225-1	
-ATTENDEES	Bids and Awards Committee 1	
	Engr. Rosana D. Yambao Mr. Paul Jasper V. De Guzman Mr. Dickson T. Pantì Mr. Noel Sabariza	Chairperson Vice-Chairperson Provisional Member Ad-Hoc Representative
	BAC Support Division	
	Ms. Ray-ann V. Sorilla	Secretariat
-ATTENDEES	Bidder(s)	
	Mr. Fred Comboy Mr. Reygie Ancero Ms. Rosemarie Dela Cruz Mr. Peter Baclaan Mr. Reynaldo Cabrillos Jr. Mr. Francis Barro	Innovalite, Inc. Capesystem ACMI Office System Western Western TPC
CALL TO ORDER	<ol style="list-style-type: none">1. The scheduled Pre-bid conference started at 10:15 AM with the Chairperson presiding.2. The PMO-in-Charge acknowledged the presence of attendees.	

	3. The required quorum is established. Pre-bid conference with no observers in attendance is conducted.
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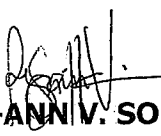
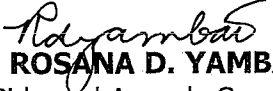
DISCUSSION

I. BID DOCUMENTS	
PRESENTATION	The PMO-in-Charge proceeded with the presentation of General Requirements of Government Procurement for Goods.
INVITATION TO BID	SECTION I NO DISCUSSION
INSTRUCTIONS TO BIDDERS	SECTION II NO DISCUSSION
BID DATA SHEET	<p>SECTION III BDS Clause No. 29.2 Page No. 43</p> <p>For the purposes of Post-Qualification the following document(s) shall be required:</p> <p>5. <i>Latest Value Added Tax Returns (Form 2550M and 2550Q) or the Percentage Tax Returns (Form 2551M) within the last six months.</i></p> <p>XXX</p> <ul style="list-style-type: none"> A prospective bidder clarifies the specific period of the statement "within the last six months". The Committee explained that the period of "within the last six months" is the applicable months prior to the date of bid opening. For bidders' full understanding it will be form part of Supplemental Bid Bulletin to be issued.
GENERAL CONDITIONS OF THE CONTRACT	SECTION IV NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	SECTION IV NO DISCUSSION

<p>SCHEDULE OF REQUIREMENTS</p>	<p>SECTION VI</p> <ul style="list-style-type: none"> A prospective bidder requested to adjust the delivery schedule from Thirty (30) to Forty-Five (45) Calendar Days. The Committee took note of the concern.
<p>TECHNICAL SPECIFICATIONS</p>	<p>SECTION VII</p> <p>Lot No. 1: Airconditioning Unit, Inverter Type, 2.0 HP Page No. 71</p> <ul style="list-style-type: none"> Cooling Capacity: 7,150 <i>at least</i> 17,700 kJ/hr It will form part of the Supplemental Bid Bulletin to be issued. Power Consumption: 675 <i>max.</i> 1676 watts A prospective bidder requested to adjust the maximum watts or include manufacturer's standard in power consumption as it will vary on the Cooling capacity of the unit. The Committee took note of the concern and subject for further discussion. Warranty: 3 years on parts and service A prospective bidder clarifies that the Standard warranty for the unit is One (1) year for parts and service, Five (5) years for the compressor and One (1) time general cleaning service for first year warranty. The Committee took note of the concern and subject for further discussion. <p>Lot No. 2: Airconditioning Unit, Inverter Type, Floor Mounted, 3.0 TR Page No. 72</p> <ul style="list-style-type: none"> Cooling Capacity: 14,300 – 40,000 kJ/hr The Committee resolved to specify the minimum cooling capacity required. It will form part of the Supplemental Bid Bulletin to be issued. Power Consumption: 740-3640 watts A prospective bidder requested to adjust the maximum watts or include manufacturer's standard in power consumption as it will vary on the Cooling capacity of the unit. The Committee took note of the concern and subject for further discussion. Warranty: 3 years on parts and service A prospective bidder clarifies that the Standard warranty for the unit is One (1) year for parts and service, Five (5) years for the compressor and One (1) time general cleaning service for the first year warranty. The Committee took note of the concern and subject for further discussion.
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	<p>discussion.</p> <ul style="list-style-type: none"> A prospective bidder also inform the Committee that the installation of the units from unauthorized service center of the winning bidder will void the warranty. <p>The Committee took note of the concern. Hence, Committee to include list of authorized service centers in key cities with contact details. It will form part of the Supplemental Bid Bulletin to be issued.</p>
BIDDING FORMS	NO DISCUSSION

III. OTHER DISCUSSIONS	
OTHER MATTERS	NONE

ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:45 AM
CERTIFICATION	We certify that the foregoing is true account of Pre-bid Conference conducted on September 11, 2018.
PREPARED BY	<p>The BAC Support Division:</p> <p> MS. RAY-ANN V. SORILLA Secretariat</p>
CERTIFIED CORRECT	<p> ENGR. ROSANA D. YAMBAO Chairperson, Bids and Awards Committee 1</p>

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.