



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



MINUTES OF MEETING

Thursday, August 23, 2018	1:00 PM	CONFERENCE ROOM B
---------------------------	---------	-------------------

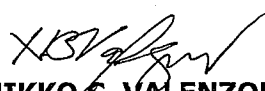

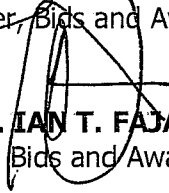

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE 4																
TYPE OF MEETING	Prebid Conference																
PROJECT	<i>Supply and Delivery of Managed Switch for the Commission on Higher Education – Philippine California Advance Research Institute</i>																
REFERENCE NO.	PB 18-243-4																
ATTENDEES	<p>BIDS AND AWARDS COMMITTEE 4</p> <table border="0"> <tr> <td>Engr. Estrellita G. Fule</td> <td>Chairperson</td> </tr> <tr> <td>Engr. Ian T. Fajarito</td> <td>Vice Chairperson</td> </tr> <tr> <td>Ms. Rose Alvidale G. Ladlad</td> <td>Provisional Member</td> </tr> </table> <p>Procurement Division 4</p> <table border="0"> <tr> <td>Mr. Nikko C. Valenzona</td> <td>Secretariat</td> </tr> <tr> <td>Ms. Julie U. Guimbuayan</td> <td>Secretariat</td> </tr> </table> <p>End-User Agency(ies)</p> <table border="0"> <tr> <td>Ms. Maria Luz Limun</td> <td>CHED-PCARI, TWG</td> </tr> <tr> <td>Mr. Clarence Salting</td> <td>CHED-PCARI, TWG</td> </tr> </table> <p>Other Attendees:</p> <table border="0"> <tr> <td>Ms. Roma Bianca C. Daño</td> <td>IEquity Technologies Corporation</td> </tr> </table>	Engr. Estrellita G. Fule	Chairperson	Engr. Ian T. Fajarito	Vice Chairperson	Ms. Rose Alvidale G. Ladlad	Provisional Member	Mr. Nikko C. Valenzona	Secretariat	Ms. Julie U. Guimbuayan	Secretariat	Ms. Maria Luz Limun	CHED-PCARI, TWG	Mr. Clarence Salting	CHED-PCARI, TWG	Ms. Roma Bianca C. Daño	IEquity Technologies Corporation
Engr. Estrellita G. Fule	Chairperson																
Engr. Ian T. Fajarito	Vice Chairperson																
Ms. Rose Alvidale G. Ladlad	Provisional Member																
Mr. Nikko C. Valenzona	Secretariat																
Ms. Julie U. Guimbuayan	Secretariat																
Ms. Maria Luz Limun	CHED-PCARI, TWG																
Mr. Clarence Salting	CHED-PCARI, TWG																
Ms. Roma Bianca C. Daño	IEquity Technologies Corporation																
CALL TO ORDER	<ol style="list-style-type: none"> The scheduled Prebid Conference started at 1:45 PM with the Chairperson presiding. The Chairperson acknowledged the presence of the attendees. Having established the required quorum, the PMO-in-charge proceeded with the presentation of the project. 																

DISCUSSION

I. BID DOCUMENTS

INSTRUCTIONS TO	NO DISCUSSION
------------------------	----------------------

BIDDERS	
BID DATA SHEET	<p>SECTION III BDS Clause No. 29.2 Page No. 42-43 <i>The Provisional Member presented the required documents to be submitted during Post Qualification.</i></p>
GENERAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SPECIAL CONDITIONS OF THE CONTRACT	NO DISCUSSION
SCHEDULE OF REQUIREMENTS	<p>XXX <i>Within Thirty (30) Calendar Days from receipt of Notice to Proceed</i> XXX</p> <p><i>The Representative from IEquity inquired on the delivery period for the project, and requested to the BAC to extend it to sixty (60) calendar days.</i></p> <p><i>The End User's TWG signified their agreement with the bidder's concern, and changes to the Delivery Period will be reflected to the Bid Bulletin to be issued for the Project.</i></p>
TECHNICAL SPECIFICATIONS	<p><i>The Provisional Member proceeded in presenting the Technical Specifications, emphasizing that the provided specifications are the minimum requirements and that bidders are not prohibited in offering higher specifications provided that they don't exceed the ABC for the said item.</i></p> <p><i>The End-User's TWG inquired to the bidder if they have any concerns with the Technical Specifications.</i></p> <p><i>The representative from IEquity replied that they are still on the stages of reviewing and assessing the Technical Specifications and notified the BAC that if they still have any queries or concerns that it will be sent thru email.</i></p>
TERMS OF REFERENCE	NO DISCUSSION
BIDDING FORMS	<i>The Provisional Member presented the Bidding Forms attached in the Bidding Documents, and further discussed the grounds for disqualification that results from the Misuse of the said forms.</i>

II. OTHER DISCUSSIONS	
OTHER MATTERS	NO DISCUSSION
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:00 PM
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on Thursday, August 23, 2018.
PREPARED BY	Procurement Division 4:  MR. NIKKO C. VALENZONA Secretariat
CERTIFIED CORRECT	  MS. ROSE ALVIDALE G. LADLAD Provisional Member, Bids and Awards Committee 4  ENGR. IAN T. FAJARITO Vice Chairperson, Bids and Awards Committee 4  ENGR. ESTRELLITA G. FULE Chairperson, Bids and Awards Committee 4