



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



MINUTES OF MEETING

Wednesday, September 12, 2018 10:00 AM TWG ROOM

MEETING CALLED BY	BIDS AND AWARDS COMMITTEE 1	
TYPE OF MEETING	Pre-bid Conference	
PROJECT	Supply, Delivery, Installation and Configuration of Servers for the Department of Health-Bureau of International Health Corporation (DOH-BIHC)	
REFERENCE NO.	PB No. 18-268-1	
-ATTENDEES	<p>Bids and Awards Committee 1 Engr. Rosana D. Yambao Mr. Paul Jasper V. De Guzman Mr. Dickson T. Pantí</p> <p>BAC Support Division Ms. Ray-ann V. Sorilla Mr. Rodelio D. Mendez, Jr.</p> <p>End-user's: Mr. Ace M. Glo Ms. Rhea Silvia Tividad Mr. Michael Oliveros</p> <p>Bidder(s) Ms. Andrei Kho Ms. Cheryl Calma Mr. Jeffrey Collados</p>	<p>Chairperson Vice-Chairperson Provisional Member</p> <p>Secretariat Member</p> <p>TWG, DOH-BIHC TWG, DOH-BIHC TWG, DOH-BIHC</p> <p>American Technologies, Inc. Advance Solutions, Inc. Advance Solutions, Inc.</p>

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 BAC member proceeded with the presentation of General Requirements of Government Procurement for Goods.
TABLE OF CONTENTS	Typographical Corrections were made on the outline. Item/ Description of the Project was changed to: "Supply, Delivery, Installation and Configuration of Servers for the Department of Health-Bureau of International Health Corporation (DOH-BIHC)". Corrections will form part of bid bulletin for issuance.
INVITATION TO BID	SECTION I NO DISCUSSION
INSTRUCTIONS TO BIDDERS	SECTION II NO DISCUSSION
BID DATA SHEET	<p>SECTION III BDS Clause No. 5.4 Page No. 38</p> <p>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50 %) of the ABC.</p> <p>For this purpose, similar contracts shall refer to <i>any contract for the IT Equipment, such as but not limited to servers, computers, laptops, desktops, etc.</i></p>

xxx

- A prospective bidder asked what are the items listed under IT Equipment. **Committee took note of the concern and List of IT Equipment will form part of the Supplemental Bid Bulletin to be issued.**

Under BDS Clause No. 29.2
Page No. 43

For the purposes of Post-Qualification the following document(s) shall be required:

4. *Latest Value Added Tax Returns (Form 2550M and 2550Q) or the Percentage Tax Returns (Form 2551M) within the last six months.*

xxx

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 form part of Supplemental Bid Bulletin to be issued.

5. *Valid and Updated PhilGeps Registration Certificate.*
6. *Existence in the Philippine Market for the last 10 years for server only. (Certificate from Manufacturer is required)*
7. *List of Service Centers in key cities nationwide indicating the name and phone number of the contact person.*

GENERAL CONDITIONS
OF THE CONTRACT

SECTION IV
NO DISCUSSION

SPECIAL CONDITIONS
OF THE CONTRACT

SECTION V
GCC Clause 1.1 (k)
Page No. 62

- **The Committee advised to include project sites' contact details for bidders' reference.**

SECTION VI

SCHEDULE OF
REQUIREMENTS

- A prospective bidder requested to adjust the delivery schedule from Thirty (30) to Sixty (60) Calendar Days.
The Committee took note of the concern.

SECTION VII

Lot No. 1: Server, Tower (Rack-Convertible), Branded, Brand New
Page No. 71

The following changes were made in this Section:

- Memory: 32gb, ECC ~~SDRAM~~/DDR2-4, DIMM type ~~@8x4096MB per module~~
- A prospective bidder clarifies the requirement for the memory and requested to adjust @8x4096MB per module to 2x16GB per module. The bidder also stated that the updated version of DDR is DDR4.
- A prospective bidder requested to remove the With PCI Ultra 2/3 ~~Serial SAS~~ RAID Controller specifications as it is too specific for motherboard requirements.
- Network: ~~4GB~~ 4 x 1GB (10/100/1000mbps) , LAN, Add-on/built in
A prospective bidder asked if combination of add-on built-in module is acceptable.
- A prospective bidder requested to adjust the Software: Windows Server 2018 to Windows Server 2016.
- A prospective bidder requested to adjust the 15 minutes of uptime to 10 minutes half-load requirements.
- A prospective bidder clarifies the standard warranty of UPS Battery is One (1) year and the Unit is Three (3) years.
- A prospective bidder asked if the delivery, configuration, installation is On site.
- A prospective bidder asked if the requirement for the type of UPS is whether tower or rack.
- The BAC suggested to specify the "Brand and Model" to be offered.
- The BAC suggested to include Service Level Agreement (SLA) in the requirement.
- The End-user will verify the exact location of installation.

The Committee took note of the issues and concerns and for further discussion with the end-user.

TECHNICAL
SPECIFICATIONS

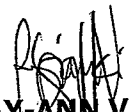
BIDDING FORMS	NO DISCUSSION
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III. OTHER DISCUSSIONS

OTHER MATTERS	NONE
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ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 11:20 AM
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CERTIFICATION	We certify that the foregoing is true account of Pre-bid Conference conducted on September 12, 2018.
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PREPARED BY	The BAC Support Division:  MS. RAY-ANN V. SORILLA Secretariat
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CERTIFIED CORRECT	  ENGR. ROSANA D. YAMBAO Chairperson, Bids and Awards Committee 1
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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.