



Republic of the Philippines
 Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE
 PS DBM Compound, RR Road, Cristobal St., Paco, Manila
 Tel. No. 689-7750



MINUTES OF MEETING

Wednesday, October 17, 2018	1:00 PM	CONFERENCE ROOM A
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII																						
TYPE OF MEETING	PREBID CONFERENCE																						
PROJECT	Supply and Delivery of 7,974 Science and Math Equipment Packages for Grades 11 to 12 to 2,935 Public Secondary High Schools for the Department of Education (DepEd)																						
REFERENCE NO.	PUBLIC BIDDING NO. 18-278-7																						
ATTENDEES	<p>Bids and Awards Committee VII</p> <table style="width: 100%;"> <tr> <td>Ms. Rosalinda V. Dapito</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Vic Anthony A. Tubon</td> <td>Vice - Chairperson</td> </tr> <tr> <td>Engr. Ian T. Fajarito</td> <td>Provisional Member, PS (PMOIC)</td> </tr> <tr> <td>Dir. Raul C. La Rosa</td> <td>Provisional Member, DepEd</td> </tr> </table> <p>Procurement Division VII</p> <table style="width: 100%;"> <tr> <td>Ms. Kaila M. Jaronay</td> <td>Secretariat</td> </tr> </table> <p>End-user's Representatives:</p> <table style="width: 100%;"> <tr> <td>Engr. Ralph Neri</td> <td>TWG, BLR – Cebu</td> </tr> <tr> <td>Mr. Jaymar Arioja</td> <td>BLR-Cebu</td> </tr> </table> <p>Bidders:</p> <table style="width: 100%;"> <tr> <td>Ms. Maria Dolores Elbo</td> <td>Scientific Product Co.</td> </tr> <tr> <td>Mr. Martin C. Maayo III</td> <td>Scientific Product Co.</td> </tr> <tr> <td>Mr. Jonathan Zulueta</td> <td>Nikka Trading</td> </tr> <tr> <td>Mr. Orlando Limbauan</td> <td>Nikka Trading</td> </tr> </table>	Ms. Rosalinda V. Dapito	Chairperson	Mr. Vic Anthony A. Tubon	Vice - Chairperson	Engr. Ian T. Fajarito	Provisional Member, PS (PMOIC)	Dir. Raul C. La Rosa	Provisional Member, DepEd	Ms. Kaila M. Jaronay	Secretariat	Engr. Ralph Neri	TWG, BLR – Cebu	Mr. Jaymar Arioja	BLR-Cebu	Ms. Maria Dolores Elbo	Scientific Product Co.	Mr. Martin C. Maayo III	Scientific Product Co.	Mr. Jonathan Zulueta	Nikka Trading	Mr. Orlando Limbauan	Nikka Trading
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CALL TO ORDER

1. The scheduled **Prebid Conference** started at **1:50 PM** with the Chairperson presiding.
2. The Secretariat acknowledged the presence of the attendees, and stated that with the presence of the four (4) members of the BAC, the required quorum has been established.
3. The Secretariat stated BAC'S compliance with regard to the invitation of Observers.
4. The PMO-in-charge (PMOIC) presented the general requirements for government procurement.

DISCUSSIONS

I. BID DOCUMENTS

SECTION I
Page 4

1. The **PROCUREMENT SERVICE** invites PhilGEPS registered suppliers to bid for the following items:

Lot No.	Qty	Item/ Description	Approved Budget for the Contract	Price of Bid Documents	Delivery Period
1	Refer to Technical Specifications	Chemicals (Set A)	₱ 7,371,048.00	₱ 1,000.00	Within two hundred sixty four (264) calendar days upon receipt of the Notice to Proceed
2	Refer to Technical Specifications	Chemicals (Set B)	₱ 4,202,404.00	₱ 1,000.00	
3	Refer to Technical Specifications	Science Equipment & Basic Radioactivity (Physics – Set A)	₱ 76,956,502.00	₱ 8,000.00	

INVITATION TO BID

4	Refer to Technical Specifications	Science Equipment (Physics – Set B)	₱ 60,367,552.00	₱ 7,000.00	
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Bidders should have completed, within *five (5) years* prior to the date of submission and receipt of bids, a contract similar to the Project.

X X X

- A representative from Scientific Product Co. requested to amend the ABC since some of the ABCs are understated.
 - *The BAC answered in the negative and explained that the ABC was approved in accordance with the market survey conducted by PS. Quotations were sent out to possible bidders and many factors were considered in coming up with the ABC.*
- Likewise, he raised on the packaging of lots.
 - *The Provisional Member from DepEd commented that packaging was based on the nature or characteristics of the items under each lot.*

SECTION II
ITB Clause 5.1 (e)
Page 13

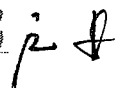
X X X

(e) Persons/entities forming themselves into a Joint Venture (JV), i.e., a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that Filipino ownership or interest of the JV concerned shall be at least sixty percent (60%).

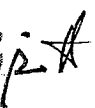
X X X

- A representative from Scientific Product Co. inquired on the determination of the 60% Filipino ownership or interest in the Joint Venture.
 - *A valid Joint Venture Agreement (JVA), in case a joint venture is already in existence is to be submitted by the Joint Venture or in the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be*

INSTRUCTIONS TO BIDDERS

	<p><i>included in the bid. Hence, based on the representation of the bidder, the interests of each of the partners are clearly delineated in the JVA, whether or not it is unincorporated.</i></p>
<p>BID DATA SHEET</p>	<p>SECTION III BDS Clause 5.4 in accordance with Annex C Page 40</p> <p>X X X</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>X X X</p> <ul style="list-style-type: none"> ➤ A representative from Scientific Product Co. asked why only single contract is considered and not aggregated contracts. ➤ Likewise, she inquired if a project which is "completed" but the same has not been fully paid. <ul style="list-style-type: none"> - <i>The BAC replied that only a single contract was considered in SLCC since the imposition of such will not likely result to failure of bidding or monopoly that will defeat the purpose of competitive bidding.</i> - <i>The BAC clarified that the SLCC shall be fully paid before the same shall be considered a completed contract.</i> - <i>The Committee also clarified that the End-user's acceptance issued by its contracting party may be of different formats provided that the content of the document clearly stated the acceptance.</i>
	<p>SECTION III BDS Clause 29.2 Page 44</p> <p>For purposes of Post-qualification the following shall be required to be submitted within five (5) calendar days from receipt of notice from the BAC:</p> <p>X X X</p> <p>6. Valid Test Results for chemicals; X X X</p> <ul style="list-style-type: none"> ➤ A representative from Scientific Product Co. inquired on the intention of including the aforesaid requirement. <ul style="list-style-type: none"> - <i>The Provisional Member from PS clarified that the Valid Test Results from government – accredited testing centers are</i>

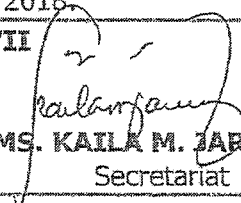







	<i>necessary to verify the parameters not capable of being tested through visual inspection and evaluation.</i>
GENERAL CONDITIONS OF THE CONTRACT	SECTION IV There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
SPECIAL CONDITIONS OF THE CONTRACT	SECTION V There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.
SCHEDULE OF REQUIREMENTS	SECTION VI Page 70 DELIVERY PERIOD Within two hundred sixty four (264) calendar days upon receipt of the Notice to Proceed X X X ➤ Proponents confirmed that they can comply with the delivery period.
	SUBMISSION OF SAMPLES/DEMO UNITS ➤ A representative from Scientific Product Co. wanted to be clarified on the case where one of the items failed to comply with the requirement. - <i>The Vice – Chairperson replied that in cases where one of the items failed to comply with the requirement, the whole bid will be post-disqualified since the treatment shall be on a per lot basis.</i> - <i>The Vice – Chairperson added that bidders are invited to observe the testing of the samples and demo units.</i>
TECHNICAL SPECIFICATIONS	Lot Nos. 1 to 4 Pages 73 – 96 ➤ A representative from Nikka Trading recommended that all the specifications for all items under all lots be given a tolerance of ±5%. - <i>The Committee took note of the concern and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.</i>

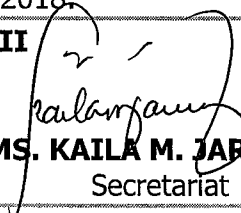
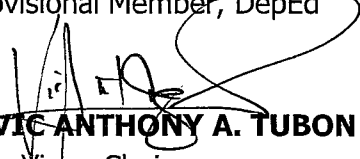

	<p>Page 77</p> <p>Lot No. 3 Item No. 1 (DIGITAL GEIGER - MULLER COUNTER with Accessories)</p> <p>X X X</p> <p>Main unit: Digital Geiger-Muller Counter with wand; measures alpha, beta, gamma radiation; NRC Certification</p> <p>X X X</p> <p>Supplier should be licensed by Philippine Nuclear Research Institute (PNRI) to sell radioactive materials</p> <ul style="list-style-type: none"> ➤ A representative from Nikka Trading inquired about the NRC Certification and requested to remove the aforesaid requirements as NRC Certification and PNRI are specialized certificates and licenses and the application and processing of which is very tedious and time-consuming. More so, requiring the Certificates and Licenses will limit participation. <p style="text-align: center;">- <i>The Committee took note of the concern and Provisional Member from DepEd said that this will be clarified in PNRI.</i></p>
<p>BID FORMS</p>	<p>Annex H Bid Securing Declaration (BSD) Pages 121 – 122</p> <ul style="list-style-type: none"> ➤ The proponent (Scientific Product Co.) inquired if a bidder shall submit two BSDs if it intends to participate for two lots. <p style="text-align: center;">- <i>The BAC answered in the negative.</i></p>
<p>III. OTHER MATTERS</p>	
<p>OTHER MATTERS</p>	<p>1. The following points were also emphasized:</p> <ul style="list-style-type: none"> • For the required Competent Evidence of Identity <ul style="list-style-type: none"> - Based on the Rules on Notarial Practice, only government-issued IDs bearing the photograph and signature of the affiant are acceptable evidences. Community Tax Certificate (CTC) is not allowed. • No. 10th statement under the Omnibus Sworn Statement <ul style="list-style-type: none"> - It was emphasized that notices shall be transmitted in any of the telephone/fax numbers and/or e-mail address/es provided under the 10th statement and are deemed received as of its transmittal (not as of receipt by the bidder) and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and

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[Handwritten Signature]

	<p>Regulations of Republic Act No. 9184 shall commence from receipt thereof.</p> <p>2. The representative from Scientific Product Co. asked for a checklist of documentary requirements.</p> <p>- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.</i></p> <p>3. The PMOIC presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on October 19, 2018.</p> <p>4. The prospective bidders apprised the body that they are interested in participating in Lots 3 and 4 but have to study the requirements for Lots 1 and 2.</p>
ADJOURNMENT	Having no other matters for discussion, the meeting was adjourned at 3:40 PM.
CERTIFICATION	We certify that the foregoing is true account of Prebid Conference conducted on October 17, 2018.
PREPARED BY	<p>Procurement Division VII</p>  <p>MS. KAILA M. JARONAY Secretariat</p>
CERTIFIED CORRECT	<p>Bids and Awards Committee VII (BAC VII)</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>DIR. RAUL LA ROSA Provisional Member, DepEd</p> </div> <div style="text-align: center;">  <p>ENGR. IAN T. FAJARITO Provisional Member, PS (PMOIC)</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;">  <p>MR. VIC ANTHONY A. TUBON Vice - Chairperson</p> </div> <div style="text-align: center;">  <p>MS. ROSALINDA V. DAPITO Chairperson</p> </div> </div>



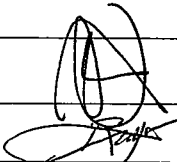
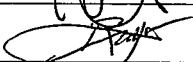
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	<p>Regulations of Republic Act No. 9184 shall commence from receipt thereof.</p> <p>2. The representative from Scientific Product Co. asked for a checklist of documentary requirements.</p> <p style="padding-left: 40px;">- <i>The BAC took note of the request and any amendment, if any, shall be reflected in the Bid Bulletin to be issued for the project.</i></p> <p>3. The PMOIC presented the matrix of schedule of bidding activities and reiterated that should the bidders have additional queries, the same shall be in writing and last of written clarifications shall be on October 19, 2018.</p> <p>4. The prospective bidders apprised the body that they are interested in participating in Lots 3 and 4 but have to study the requirements for Lots 1 and 2.</p>
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**ATTENDANCE FOR BAC VII BIDDING ACTIVITIES
DATE: OCTOBER 17, 2018**

BIDS AND AWARDS COMMITTEE VII:

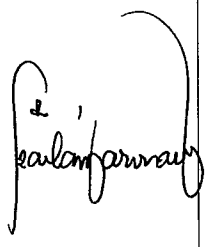
NAME	DESIGNATION	SIGNATURE	Time In ¹	Time out ²
Ms. Rosalinda V. Dapito	Chairperson			
Mr. Vic Anthony A. Tubon	Vice Chairperson			
Atty. Divina Gracia Bacal	Regular Member			
Engr. Ian T. Fajarito	Provisional Member			
Dir. Raul C. La Rosa	AdHOC Member			

DIVISION CHIEFS:

NAME	DIVISION	SIGNATURE

PROCUREMENT DIVISION VII:

NAME	SIGNATURE

TIME	ACTIVITY	REF NO	TITLE	Agency	Secretariat	TWG
1:00 PM	Prebid Conference	PB No. 18-278-7	Supply and Delivery of 7,974 Science and Math Equipment Packages for Grades 11 to 12 to 2,935 Public Secondary High Schools for the Department of Education (DepEd)	DepEd		
					Time In:	Time In:



¹ to be filled out by the BSD

² to be filled out by the BSD

OBSERVERS:

NAME	OFFICE	SIGNATURE
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END USER'S REPRESENTATIVES

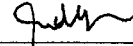
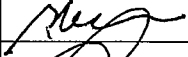
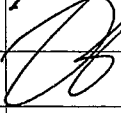
NAME	OFFICE	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1. JAYMAR W. ARIOJA	BLR	jaymar.arioja@deped.gov.ph	09199916235	
2. RALPH H. NERI	BLR	blr.ceb@deped.gov.ph	09260172215	
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OTHER ATTENDEES:

NAME	DIVISION	SIGNATURE

1:00 PM	Prebid Conference	PB No. 18-278-7	Supply and Delivery of 7,974 Science and Math Equipment Packages for Grades 11 to 12 to 2,935 Public Secondary High Schools for the Department of Education (DepEd)	DepEd
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BIDDERS:

NAME	COMPANY	EMAIL ADDRESS	CONTACT NUMBER	SIGNATURE
1. Scientific Product Co.	Maria Dolores Elbo	scientificpc@yahoo.com	351-2921	
2. Martin C. Maayo III	Scientific Product Co.	"	"	
3. JONATHAN ZULUETA	NIKKA	nikkatrading	8943240	
4. ORLANDO LIMBUAN	JRPG	@yahoo.com	8402790	
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