



# MINUTES OF MEETING

Thursday, August 01, 2019 10:00 AM Executive Lounge

MEETING CALLED BY	<b>BIDS AND AWARDS COMMITTEE X</b>	
TYPE OF MEETING	<b>PRE-BID CONFERENCE</b>	
PROJECT	<b>Supply, Delivery, Installation, Testing and Commissioning of Computed Tomography (CT) Scanner (16) Slice with Infrastructure for Vicente Sotto Memorial Medical Center</b>	
REFERENCE NO.	<b>PB No. 19-075-10</b>	
ATTENDEES	<p><b>BIDS AND AWARDS COMMITTEE X</b>          Engr. Pablo Roman C. Andres          Webster M. Laureñana          Engr. Chamel Fiji C. Melo          Dr.. Mari Leo Fidel Pataray</p> <p><b>PROCUREMENT DIVISION X</b>          Jack G. Mercado          Jayson C. Erquiza          Jennifer M. Ancheta          Rina Maureen M. Maurera          Maricel R. Vergel De Dios          Barby Ann M. Villamor</p> <p><b>END-USER's TWG</b>          Engr. Darrin Casipong</p> <p><b>BIDDER/S</b>          Daisy A. Mangawang          Ervin John Y. Dy          Vincent Brayan Reyes          Joan Paulyn Pacinos          Oliver Perez          Chris Mazo          Jesamarah Parrocha          Angelica Vega          Virginia Rodriguez</p>	<p>Chairperson          Vice-Chairperson          Provisional Member          Alternate, Ad Hoc Representative, VSMMC</p> <p>Member          Member          TWG, Member          Member          Member          Secretariat</p> <p>TWG; VSMMC</p> <p>Himex Corporation          Himex Corporation          Medicotek Inc.          One Top Medical Systems Resources          Siemens          ACT          Biosite Medical Instruments Inc.          Biosite Medical Instruments Inc.          Biosite Medical Instruments Inc.</p>
CALL OF ORDER	<ul style="list-style-type: none"> <li>The scheduled <b>Pre-Bid Conference started at 10:29 AM</b> with the Chairperson presiding.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The Chairperson acknowledged the presence of the attendees.</li> <li>• Notices to the observers have been sent within the prescribed period, but none attended the activity. Notwithstanding the absence of the observers, the BAC Chairperson stated that there is compliance with the requirement under the rule. Thereafter, the BAC proceeded with the scheduled pre-bid conference.</li> <li>• Having established the required quorum, the Chairperson asked the prospective bidders if they are already familiar with the government procurement. All of them confirmed it. In response to it, the Chairperson instructed the Secretariat to shorten the discussion and proceed with the essential parts of the bidding documents.</li> </ul>
<p>HIGHLIGHTS OF ACTIVITY</p>	<ul style="list-style-type: none"> <li>• The Secretariat proceeded with the discussion of the following requirements:             <ol style="list-style-type: none"> <li>1. PhilGEPS Certificate                 <p>The Secretariat reminded the prospective bidders that they must submit a valid and not expired certificate. The prospective bidder may submit a not updated Annex A of PhilGEPS but must submit certified true copies of updated documents. The updated Annex A of PhilGEPS Certificate is required for post qualification.</p> </li> <li>2. Statement of Single Largest Completed Contract Similar to the Contract to be Bid                 <p>The Secretariat stated that under BDS Clause 5.4 similar contract shall refer to any contract for the Supply, Delivery, Installation, Testing and Commissioning of Computed Tomography Scanner. A single contract equivalent to at least fifty percent (50%) of the ABC. Relative to this, the bidder who has been declared as the lowest/single calculated bid must submit a proof of statement of single largest completed contract as post qualification requirement under BDS Clause 29.2. The bidder must fill up the form attached as Annex "C" of the bidding documents.</p> </li> <li>3. Statement of All On-going and Awarded but not yet started Contracts                 <p>The Secretariat stated that the bidder must declare all on-going and Awarded but not yet started Contracts either government or private. The bidder must fill up the form attached as Annex "C-1" of the bidding documents.</p> </li> <li>4. NFCC or Committed Line of Credit                 <p>The Secretariat presented to the prospective bidder the computation for the NFCC. While if the prospective bidder opts to submit a Committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid.</p> </li> </ol> </li> </ul>

5. Joint Venture Agreement

The Secretariat stated that if a bidder will enter into a Joint Venture the bidder must fill up the form attached as Annex "E" of the bidding documents.

6. Bid Security

The Secretariat stated that the Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount stated in the BDS.

7. Authority of Signatory

The Secretariat stated that the prospective bidder must have a duly authorized representative.

8. Financial Bid Form

The Secretariat stated that the bidder must fill up the form attached as Annex "A" of the bidding documents.

9. Marking and Packaging Suggestion

The Secretariat presented the suggested Marking and Packaging of the bid proposal/s. The Chairperson encouraged the prospective bidder to use tabbing in their submission and also follow the sequence of the documents as presented by the Secretariat.

10. Post Qualification

The Secretariat presented the post qualification requirements under BDS Clause 29.2. She also mentioned that the prospective bidders may raise their questions already by raising their hands and stating their name and company name.

- Below are the questions, clarifications and requests raised by the prospective bidders:

No.	Company Name (Prospective Bidder/s)	Questions/Clarifications /Requests	Response
1.	Himex Corporation	Clarification on Item No. 3: If the hospital will provide the certification that a site survey was conducted.	The bidder must submit a certification stating that they will provide and assist in the conduct of site visit.

	2.	Siemens	Request on Item No. 9.a: The engineer/s trained and capable for corrective and preventive maintenance is usually being handled by the principal not the bidder. The engineers are employed by the principal rather than the bidder.	The BAC took note of the request.
	3.	Medicotek	Request on Item No. 7 & 10.a To adjust the requirement to at least two (2) to five years.	The BAC took note of the request and be further discuss with the End-user.
	4.	One Top Medical Systems Resources	Clarification on Item No. 3: Is it possible that the requirement for the actual installation will be the same brand only instead of the same brand and model? In the case that the model being offered is a new model in the market.	The BAC and End-user clarified that this requirement is to help the TWG to properly evaluate the brand and model being offered aside from the brochures to be submitted by the bidder.

- Having no other clarifications from the prospective bidders the TWG-in-Charge proceeded with the discussion of the following:
  1. The terms of Payment as stated under SCC Clause 11.3
  2. The inspections and tests to be conducted as stated under SCC Clause 16.1.
  3. The Schedule of Requirements under Section VI. of the bidding documents.
  4. The Technical Specifications under Section VII. of the bidding documents.
- The TWG-in-Charge instructed the prospective bidders on how to properly fill up the form for the Schedule of Requirements and Technical Specifications. She also mentioned that the correct unit of measurement of this project is lot instead of unit.
- Below are the questions, clarifications and requests raised by the prospective bidders:

No.	Company Name (Prospective Bidder/s)	Questions/Clarifications /Requests	Response
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	1.	ACT	Section VI. Schedule of Requirements The bidder requested that the delivery period be changed to "upon site readiness".	The End-user stated that the project site is ready for the project.
Section VII. Technical Specifications				
	2.	Medicotek	Requirement A.1.f Requested to modify the requirement into: "32 slices or better number of reconstructed slices per rotation"	The BAC took note of the request and be further discuss with the End-user.
	3.	Siemens	Requirement A.1.g Requested to modify the requirement into: Slice thickness: 16 x 0.7mm or smaller, and capable of reconstruction at 0.6mm slice thickness	The BAC took note of the request and be further discuss with the End-user.
	4.	Siemens	Requirement A.2.b Requested to modify the requirement into: Physical tilt or Digital: -30 to +30 degrees for both sequential and helical scan or virtual tilt with dose reduction feature.	The BAC took note of the request and be further discuss with the End-user.
	5.	Siemens	Requirement A.2.d. Requested to modify the requirement into: Faster rotation time: 1 sec or faster.	The BAC took note of the request and be further discuss with the End-user.
	6.	Siemens	Requirement A.3.a. Requested to modify the requirement into: Tube voltage: should have at least 4kV settings between 80kV to 130kV	The BAC took note of the request and be further discuss with the End-user.
	7.	Medicotek	Requirement A.3.a. Requested to modify the requirement into:	The BAC took note of the request and be further discuss with the End-user.

		Tube voltage: should have at least 6kV settings between 70kV to 140kV	
8.	Medicotek	Requirement A.3.c Requested to modify the requirement into: Maximum Tube current: at least 350 mA	The BAC took note of the request and be further discuss with the End-user.
9.	Himex	Requirement A.3.d Requested to modify the requirement into: Continuous scan time: at least 300 seconds or lower	The BAC took note of the request and be further discuss with the End-user.
10.	Medicotek	Requirement A.3.e Requested to modify the requirement into: Small focal spot: at least 0.8 x 0.7mm, large focal spot: at least 1.4 x 1.2mm	The BAC took note of the request and be further discuss with the End-user.
11.	Medicotek	Requirement A.4.h Requested to modify the requirement into: Vertical travel: at least of 350mm	The BAC took note of the request and be further discuss with the End-user.
12.	ACT	Requirement A.4.h Requested to modify the requirement into: Fixed Table Requirement A.4.d Accordingly, No Foot Pedal if Fixed Table	The BAC took note of the request and be further discuss with the End-user.
13.	Siemens	Requirement A.6.d Requested to modify the requirement into: Generator Power: 24KW or higher	The BAC took note of the request and be further discuss with the End-user.

	14.	Siemens & other bidders agreed	Requirement B Requested to modify the requirement into: Control Unit: One (1) unit of desktop computer, Manufacturer Standard	The BAC took note of the request and be further discuss with the End-user.
	15.	Medicotek	Requirement C Requested to modify the requirement into: Reading Workstation: One (1) unit	The BAC took note of the request and be further discuss with the End-user.
	16.	Siemens	Requirement C.3 Requested to modify the requirement into: Storage: at least 1 TB	The BAC took note of the request and be further discuss with the End-user.
	17.	Siemens	Requirement C.6 Requested to modify the requirement into: Monitor: at least 24" medical grade LED or LCD color, 2MP minimum resolution	The BAC took note of the request and be further discuss with the End-user.
	18.	Medicotek	Requirement C. 7 Requested to modify the requirement into: Licensed operating system: Windows 7 or higher	The BAC took note of the request and be further discuss with the End-user.
	19.	Medicotek	Requirement D.1.n Requested to modify the requirement into: Selective Spine Annotation Automatic	The BAC took note of the request and be further discuss with the End-user.
	20.	Himex	Requirement D.1.n Requested to modify the requirement into: Automatic Spine Labelling or Equivalent	The BAC took note of the request and be further discuss with the End-user.
	21.	ACT	Requirement D.1.n Requested to modify the requirement into: Automatic or Manual spine labelling	The BAC took note of the request and be further discuss with the End-user.

	22.	ACT	Requirement D.1.m Requested to modify the requirement into: Automatic or Manual table removal	The BAC took note of the request and be further discuss with the End-user.
	23.	Himex	Requirement D.1.q Requested to modify the requirement into: RECIST/PERCIST/WHO measurement or Equivalent	The BAC took note of the request and be further discuss with the End-user.
	24.	ACT	Requirement D.1.c Requested to modify the requirement into: Lung disease evaluation or Equivalent	End-user granted the request of the prospective bidder.
	25.	ACT	Requirement D.1.b Requested to modify the requirement into: Automated or Manual Bone removal	The BAC took note of the request and be further discuss with the End-user.
	26.	ACT	Requirement E.1.a Requested to modify the requirement into: 3 pcs Lead gown	The BAC took note of the request and be further discuss with the End-user.
	27.	Medicotek	Requirement F.3 Requested to modify the requirement into: 1 unit of UPS capable for all	The BAC took note of the request and be further discuss with the End-user.
	28.	Siemens	Requirement F.3 Requested to modify the requirement into: 2 units UPS – Stand alone	The BAC took note of the request and be further discuss with the End-user.
	29.	Medicotek	Requirement F.4 Requested to modify the requirement into: Constant Voltage Transformer	The BAC took note of the request and be further discuss with the End-user.
	30.	ACT	Requirement F.6 Requested to modify the requirement into: One (1) single barrel power injector	The BAC took note of the request and be further discuss with the End-user.



	31	ACT	Requirement F.7 Requested to modify the requirement into: One (1) unit dehumidifier	The End-user agreed with the request but clarified that the one (1) unit shall be appropriate to the size of the room.
	32	Himex	Requirement E. 4 & 5: Requested to omit this requirement.	The End-user stated that the requirement is retained.
	33	ACT	Requirement F.13: Requested to omit this requirement.	The BAC took note of the request and be further discuss with the End-user
	34	ACT	Requirement G.3 Requested to modify the requirement into: Undertaking that during the warranty period, the supplier shall conduct corrective maintenance within two (2) days upon proper notification from the end-user.	The End-user agreed to modify the requirement.
	35	Siemens	Requirement F.14: Requested to modify the requirement into: Remote service diagnostic capabilities with Wi-Fi/Wired enable Gigabit Broadband internet connection (if available at site, minimum of 16 Mbps)	The BAC took note of the request and be further discuss with the End-user.
	36	One Top	Requirement G.5: Requested to omit a portion on the requirement: "the supplier service engineer should be based in Cebu"	The End-user agreed to modify the requirement.
	37	To all bidder/s	Requirement G.6:	The TWG-in-Charge clarified to the prospective bidders that they must submit Certificate of Undertaking for the following requirements.
	38	ACT	Requirement H: Requested for a detailed scope of work	The BAC stated that the prospective bidder may conduct an actual site visit.

	<table border="1" data-bbox="525 407 1413 528"> <tr> <td data-bbox="525 407 591 528">39</td> <td data-bbox="591 407 751 528">One Top</td> <td data-bbox="751 407 1087 528">Requirement for Joint Venture</td> <td data-bbox="1087 407 1413 528">The Chairperson clarified that the bidder must fill up and submits the Annex E.</td> </tr> </table> <ul style="list-style-type: none"> <li>• Lastly, the TWG-in-Charge discussed the Project Site and Bidding Timeline.</li> <li>• The BAC X reminded the bidders that requests for clarification(s) on any part of the Bidding Documents or for an interpretation must be put in writing and submitted to the BAC on the schedule provided.</li> <li>• The BAC will issue a supplemental/bid bulletin to the changes or modification and clarification to be made with regards to the bidding documents which will be posted in the PHILGEPS, the website of the Procuring Entity concerned, if available, and at any conspicuous place within the premises of the Procuring Entity.</li> </ul>	39	One Top	Requirement for Joint Venture	The Chairperson clarified that the bidder must fill up and submits the Annex E.				
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ADJOURNMENT	<ul style="list-style-type: none"> <li>• Having no other matters for discussion, the meeting was adjourned at <b>12:19 PM</b>.</li> </ul>								
CERTIFICATION	<ul style="list-style-type: none"> <li>• We certify that the foregoing is true account of <b>PRE-BID CONFERENCE</b> conducted on Thursday, August 01, 2019.</li> </ul>								
PREPARED BY	<p style="text-align: center;">(SGD)  <b>BARBY ANN M. VILLAMOR</b>          Secretariat</p>								
	<p><b>Bids and Award Committee X:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">(SGD) <b>DR. MARI LEO FIDEL PATARAY</b> Alternate, Ad Hoc Representative, VSMMC</td> <td style="width: 50%; text-align: center;">(SGD) <b>ENGR. CHAMEL FIJI C. MELO</b> Provisional Member</td> </tr> <tr> <td colspan="2" style="text-align: center;">- not present -</td> </tr> </table>	(SGD) <b>DR. MARI LEO FIDEL PATARAY</b> Alternate, Ad Hoc Representative, VSMMC	(SGD) <b>ENGR. CHAMEL FIJI C. MELO</b> Provisional Member	- not present -					
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