



MINUTES OF MEETING

Monday, November 23, 2020	Time: 10:00 AM	Venue: PS – Conference B and C
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MEETING CALLED BY	Bids and Awards Committee VI	
TYPE OF MEETING	PRE-BID CONFERENCE	
PROJECT	Procurement of Various Personal Protective Equipment (PPE) for the Department of Health (DOH)	
REFERENCE NO.	Public Bidding No. 20-054-6	
ATTENDEES	Bids and Awards Committee VI Mr. Webster M. Laureñana Ms. Ma. Jennifer R. Jimenez Atty. Carla Divina B. Espino Ms. Jessica G. Gapuz Mr. Boycie F. Tarca BAC Secretariat: Ms. Frances Sofia SJ. De Leon TWG: Engr. Nicole John T. Cabueños Mr. Jade Edwin Apin Other Attendees: Mr. Kenneth Paul Alano	Chairperson Vice-Chairperson – Online Attendee Regular Member Provisional Member – Online Attendee Ad Hoc Representative – Online Attendee Secretariat In Charge PS-TWG TWG In Charge – Online Attendee ITSD
	Prospective Bidders Edward F. Flojo Arnel C. Baez Dianna Rose Red Tana Desacada Renzo Calupe Lindjie Garcia Lalaine Rocas Ricardo Vulo Jr Edgar Cornelio Jobee Villanueva Honey Jaramillo Asliyah Limbona Cecile Dianzon Jet Tatel	S and S Ent. Inc. Shan Pharma GTMT Organique Bowman Technologies HWL, Inc. PPI Kyross Sellsia Arehill Trading UDC Pharma A Medtex Jet Ent.

CALL TO ORDER

1. The scheduled **Pre-bid conference** started at **10:56 AM** with the Chairperson presiding. He then instructed the BAC Secretariat to acknowledge the presence of the attendees in the room and those who joined through the video conference platform.

COMPLIANCE TO R.A. 9184

1. The Secretariat, likewise, presented the Invitation to Observers however none confirmed attendance.
2. Having established the required quorum, the Vice-chairperson asked the Secretariat to proceed with the presentation of the general requirements in government procurement.

DISCUSSIONS

L. BID DOCUMENTS

Page 22
Clause 7.1

xxx

Subcontracting is not allowed.

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- The Representative from Medtex asked if Subcontracting is allowed since it has been stated in the Instruction to Bidders (ITB) No. 7, Clause 7.1 (A) that subcontracting is allowed.
- **The Chairperson clarified that the ITB must be read with reference to the Bid Data Sheet (BDS). Hence, the clause under ITB is further clarified under the BDS which applies for this bidding.**

BID DATA SHEET

Page 26
Clause 20.2
No. 4

xxx

Statement of "comply" must be supported by evidence in a bidders bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's or distributor's un-amended sales literature, unconditional statements or specification and compliance issued by the manufacturer or distributor, samples, independent test data etc., as appropriate.

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- The Representative from Stone of David Corp. has requested to be clarified about the above statement.
- **The Chairperson clarified that bidders need to submit samples and supporting documents for its compliance.**

Page 27
Clause 20.2
No. 6

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B. Valid and current License to Operate (LTO) as Medical Device Importer/ Wholesaler issued by Philippine Food and Drug Administration (PFDA);

- The Representative from UDC asked if it is possible to apply the Domestic Preference rules even if the Certificate of Preference for Domestic Bidders is not yet available, since it mentioned "if available"
- **The Chairperson clarified that if there is no DTI Certificate for DoBid submitted during the opening of bids, the Domestic Preference Rules will not apply.**

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No. 6

C. Certificate of Preference for Domestic Bidders Participating in Government Procurement Projects issued by the DTI, if available;

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- The Representative from Sellsia has requested to be clarified about the relevance of License to Operate (LTO) as Medical Device Importer/Wholesaler to the item to be procured and also requested to consider Medical Equipment for the SLCC requirement.
- **The Committee took note of the clarification, subject for further discussion.**

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No. 17

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Opening and Preliminary Examination of Bids

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**INSTRUCTION TO
BIIDERS**

- The Representative from S and S Enterprises Inc. request to scrutinize the submitted documents during the Opening of Bids to determine the qualified bidders before the opening of the financial offer.
- **The Chairperson explained that during the Opening of Bids, the bid proposal shall be rated using a non-discretionary "passed/failed" criteria based on its presence or absence. While the detailed evaluation of the submitted documents and sample shall be conducted during the bid evaluation and post-**

qualification.

- The Representative from S and S Enterprises Inc. also proposed to present the submitted samples during the bid opening along with the bid proposal. Further, he also requested to be allowed to witness the testing of the samples during post-qualification.
- **The Committee clarified that presence and number of submissions will be checked during the opening of bids. However, detailed evaluation of samples, based on the compliance with the Technical Requirement cross referencing with the brochure, technical data sheets and the like, will be done during the Post-Qualification stage.**

Submission of Sample
Page 40

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Two (2) sets of samples shall be submitted on or before the deadline for submission of bids.

- The Representative from UDC asked if it is still required to submit Two (2) sets of samples for one brand.
- **The Committee clarified it is required to submit Two (2) pieces of samples per item. If the bidders choose to propose for several lots with different brand names, the bidder must submit samples per brand.**

The Committee also reminded the bidders to submit their written clarifications until tomorrow.

- The Representative from Hashtag Ventures asked if submission of samples during submission of bids is required or for LCB only.
- **The Chairperson reiterated that bidders must submit samples on or before the deadline of submission of bids.**
- The Representative named Maria Fe De Luna on the Online asked about the labeling of samples.
- **The Committee took note of the inquiry and for further discussion.**

**Inspection Site: OCD Warehouse, Camp
Aguinaldo, Quezon City**

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SCHEDULE OF
REQUIREMENTS

- The Representative from Pharma Wealth inquired about the delivery in Cebu and Davao and requested to inspect the items at the Supplier's warehouse instead to expedite the processing of payment.
- Also, the Representative from Medtex also requested to change the inspection site for Cebu and Davao to Supplier's warehouse instead.
- **The Committee took note of the requests and for further discussion.**

Page 42-81

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Statement of Compliance
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- The Representative from HWL asked if they would just write the word "comply", or if they also need to indicate the specification of the item.
- **The Chairperson replied to indicate the word "COMPLY", that must be supported with the brochures, sales literature, etc.**

Page 62-71

Apron

- The Representative from Fort Bo Enterprises inquired on how to test that the material use has a minimum 300 gsm.
- **The Committee explained that Compliance to the technical specification shall be based on the documents e.g. brochures, sales literature, test results, etc. and sample submitted.**

Page 72-81

Sterile Gloves

- The Representative from Sellsia asked about the unit of measurement for gloves, whether it is by piece or by pair.
- **The Chairperson took note of the inquiry and for further deliberation.**

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1. ~~Nitrite~~ Nitrile
2. ~~Power-free~~ Powder-free
xxx

- The TWG noticed that there has been an incorrect information with regards to the technical specification of the gloves and inform the bidders that

there will be an issuance of clarification with regards to the changes.

- The Representative from UDC has requested to also consider Latex other than Nitrile.
- **The Committee took note of the request and for further discussion.**
- The Representative from UDC asked if it is possible to extend the submission of the written clarifications.
- **The Chairperson replied that the scheduled bidding activities, including the deadlines, shall be maintained.**

III. OTHER MATTERS

OTHER MATTERS

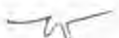
- The Representative from NT-Jon and Hashtag Venture asked the Opening of bids on December 1, 2020 can be moved since it is an official holiday on November 30, 2020.
- **The Committee clarified about the urgency of the requirement and that will still push through with the original schedule of December 1, 2020, Opening of Bids.**
- The Representative from NT-Jon asked if they shall prepare one original one copy regardless of lots to be bidding upon.
- **The Committee clarified that bidders may submit one set of Eligibility Documents but need to accomplish the documents and forms of the lots they intend to participate such as but not limited to the following: Delivery Schedule, Technical Specification and Bid Forms, etc.**
- The Representative from Iraseth Pharma Inc. inquired on how to secure Bid Bulletin for this project.
- **The Committee reminded the bidders that Bid Bulletin can be secured from the BAC Secretariat or can be downloaded from PS Website. The same shall be posted in the bulletin board in the PS office.**




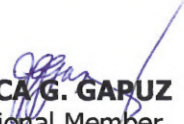
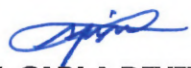

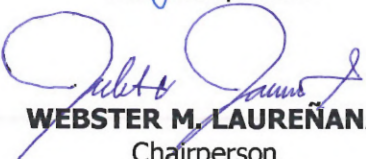
CERTIFICATION

We certify that the foregoing is the true account of the Pre-Bid Conference conducted on **November 23, 2020.**

ADJOURNMENT

Having no other matters for discussion, the meeting was adjourned at **12:51 PM.**



<p>PREPARED BY</p>	<p>BAC Secretariat:</p>  <p>FRANCES SOFIA SJ. DE LEON Member</p>
<p>REVIEWED BY</p>	 <p>ATTY. JASONMER L. UAYAN Chief, Procurement Division VI</p>
<p>REVIEWED BY</p>	<p>Bids and Awards Committee VI:</p>  <p>BOYCIE F. TARCA Ad Hoc Representative</p>  <p>JESSICA G. GARUZ Provisional Member</p>  <p>ATTY. CARLA DIVINA B. ESPINO Regular Member</p>
<p>REVIEWED BY</p>	 <p>MA. JENNIFER R. JIMENEZ Vice-Chairperson</p>  <p>WEBSTER M. LAUREÑANA Chairperson</p>