



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

MINUTES OF MEETING

Wednesday, February 26, 2020	Time: 10:00 AM	Venue: Executive Lounge
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MEETING CALLED BY	BIDS AND AWARDS COMMITTEE VII
TYPE OF MEETING	PRE-BID CONFERENCE
PROJECT	Supply, Delivery, Installation and Configuration of Two (2) Additional Modules and Upgrade of Two (2) Existing Modules of the Network Monitoring Solutions for the Presidential Management Staff (PMS)
REFERENCE NO.	PB No. 20-010-7
ATTENDEES	<p><u>BIDS AND AWARDS COMMITTEE VII</u> MS. ROSALINDA V. DAPITO Chairperson MA. ANGELICA M. HUI Provisional Member DIR. SOCORRO Q. AYDINAN AdHoc Member</p> <p><u>PROCUREMENT DIVISION VII</u> ENGR. ANTONIO B. HERMIDA JR. TWG MS. ROWENA R. INOCENTES Secretariat</p> <p><u>END-USER AGENCY REPRESENTATIVE(S)</u> Mr. Aristides Abad PMS Mr. Cheryl Rentino PMS Mr. Mark Philip Tang PMS</p> <p><u>BIDDER/S</u> Ms. Rose Ann Rosal INFOBAHN Ms. Mary Ann Salvani INFOBAHN Ms. Leah Hernandez PRONET</p>
CALL TO ORDER	<ol style="list-style-type: none">1. The scheduled Prebid Conference started at 1:15 PM with the Chairperson presiding.2. The Secretariat acknowledged the presence of the attendees and the required quorum has been established.3. Notwithstanding the absence of invited observers, the Chairperson stated the BAC'S compliance with the invitation of Observers under the Rules.

I. BID DOCUMENTS									
INVITATION TO BID	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.								
INSTRUCTIONS TO BIDDERS	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.								
BID DATA SHEET	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.								
GENERAL CONDITIONS OF THE CONTRACT	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.								
SPECIAL CONDITIONS OF THE CONTRACT	There were no other discussions, clarifications, amendments, inclusions and revisions under this Section of the Bidding Documents.								
SCHEDULE OF REQUIREMENT	<p>Section VI Page 68</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Lot No.</th> <th style="text-align: center;">Quantity</th> <th style="text-align: center;">Item/Description</th> <th style="text-align: center;">Delivery Period</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">1 Lot</td> <td>Supply, Delivery, Installation and Configuration of Two (2) Additional Modules and Upgrade of Two (2) Existing Modules of the Network Monitoring Solutions for the Presidential Management Staff (PMS)</td> <td style="text-align: center; color: red;">Within Thirty (30) Calendar Days upon receipt of the Notice To Proceed (NTP)</td> </tr> </tbody> </table> <p style="margin-left: 40px;">➤ PRONET requested for 45 to 60 calendar days for the delivery period.</p> <p style="margin-left: 40px;">- <i>The Committee noted the request and will be discussed with the End-User Agency</i></p>	Lot No.	Quantity	Item/Description	Delivery Period	1	1 Lot	Supply, Delivery, Installation and Configuration of Two (2) Additional Modules and Upgrade of Two (2) Existing Modules of the Network Monitoring Solutions for the Presidential Management Staff (PMS)	Within Thirty (30) Calendar Days upon receipt of the Notice To Proceed (NTP)
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TECHNICAL SPECIFICATIONS	<p>TERMS OF REFERENCE</p> <p>X X X VI. INSTITUTIONAL REQUIREMENTS</p> <p>1. The prospective provider must be a Certified Partner of the required</p>								

	<p>modules for the network monitoring solution being offered as attested through a copy of certification to be submitted to the Chairman, Bids and Awards Committee at the opening of bids <u>during post-qualification.</u></p> <p>X X X</p> <ul style="list-style-type: none"> ➤ INFOBAHN manifested the submission of certificate at the opening of bids. - <i>The Committee emphasized that the aforementioned requirement should be submitted during post-qualification. However, submission of such during opening of bids will be accepted.</i>
<p>BID FORMS</p>	<p>Section VIII Page 74</p> <p>Bid Form (Annex A) X X X</p> <p><u>Supply and Deliver School Furniture for Elementary and Secondary Schools Nationwide under the 10% Allocation for Cooperative Persons with Disability for the Department of Education</u> <u>Supply, Deliver, Install and Configure Two (2) Additional Modules and Upgrade of Two (2) Existing Modules of the Network Monitoring Solutions for the Presidential Management Staff</u> in conformity with the said Bidding Documents.</p> <ul style="list-style-type: none"> - <i>To amend the above details reflected in Bid Form</i>
<p>III. OTHER MATTERS</p>	
<p>OTHER MATTERS</p>	<ul style="list-style-type: none"> ➤ The following points were also emphasized: <ul style="list-style-type: none"> • Financial Bid Form <ul style="list-style-type: none"> - Price schedule form/s re: <i>For Goods Offered From Abroad or For Goods Offered From Within the Philippines (whichever is applicable)</i> that should be submitted together with the Bid Form. - Each and every page of Bid Form, including the attached Schedule of Prices should be signed. • PhilGEPS Certificate <ul style="list-style-type: none"> - It must be valid, current and updated. • No. 10th statement under the Omnibus Sworn Statement <ul style="list-style-type: none"> - Notices shall be transmitted in any of the telephone/fax

	<p>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 Regulations of Republic Act No. 9184 shall commence from receipt thereof.</p> <ul style="list-style-type: none"> • Documents such Bid Security (Surety Bond and Bid Securing Declaration) and Bid Form must be specific to the project. • Additional documents of the LCB must be submitted within five (5) calendar days from the receipt of the notice from the BAC. <p>➤ The matrix of schedule of bidding activities was presented and reiterated that should the bidder have additional queries, the same shall be in writing and last day of written clarifications shall be on March 2, 2020.</p>
ATTACHMENTS	Attendance Sheet
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 February 26, 2020.
PREPARED BY	<p style="text-align: center;">SGD ROWENA R. INOCENTES Secretariat</p>
CERTIFIED CORRECT	<p style="text-align: center;">SGD MA. ANGELICA M. HUI Provisional Member</p> <p style="text-align: center;">SGD DIR. SOCORRO Q. AYDINAN AdHoc Member</p> <p style="text-align: center;">SGD ROSALINDA V. DAPITO Chairperson</p>