



Republic of the Philippines
Department of Finance
PRIVATIZATION AND MANAGEMENT OFFICE

PRIVATIZATION AND MANAGEMENT OFFICE
Bids and Awards Committee

PRE-BID CONFERENCE
17 June 2021, 10:00 AM via Zoom

Procurement Title : Procurement for the Supply, Delivery and Assembly of
Steel Filing Racks in SCAIC Warehouse, Bagbaguin, Valenzuela City.

Solicitation No. : PMO-04-2021

ATTENDEES:

Cesar Luis M. Pargas (CMP), BAC Chairman
Conchita Q. Sagun (CQS), BAC Vice-Chair
Ma. Lirio A. Zabala (MLAZ), BAC Member
Martha Jenny S.T. Tong (MJST), BAC Member
Rey T. Diaron (RTD), BAC-TWG
Atty. Sherina V. Tejano (SVT), BAC-TWG
Jan Lumabao (JIL), BAC-TWG
Jan Evander Evangelista (JEE), BAC- TWG
Shaira Mae T. Malapad (SMTM), BAC-TWG
Mary Noreen Antonio (MNAA), BAC Secretariat
Krismae M. Clores (KMC), BAC Secretariat
Dennis Delos Santos (DDS), BAC Secretariat
Marites N. Natividad(MNN), Provisional Member/End-User

PROSPECTIVE BIDDERS:

Panchito Alavaren - Peniton Trading
Jhen Fegarido- Magneto Enterprises
Jannes Francisco- Progress Home & Office Furnishings
Rachelle Martinez – NSB Engineering Design and Fabrication
Jerico G. Flores- Design Excellence Home & Office System Co.
Eddie Vic A. Laroza – Distinctive Blinds and Office Systems, Inc.
Sarah Diaz – Project Management and Technical Resources Corporation
Mary Ann Alano – Taeyong International Corporation

OBSERVER:

Catherine Mones - COA

Minutes of the Meeting:

1. The meeting was called to order by the BAC Chairman, Cesar Luis M. Pargas, at 10:10 A.M.
2. The BAC Chairman introduced the attendees from PMO-BAC. He then acknowledged the presence of prospective bidders.



3. The BAC Chairman, discussed the summary of procurement details. The End-user discussed the bidding procedures, composition of the bids to be submitted, bid evaluation procedure, the manner of submission of bids, contract terms and technical specifications.
4. Clarifications from the BAC and prospective bidder representatives:

CLARIFICATION	RESPONSE
CMP: Are you familiar with RA 9184 and if you have experienced the Government procurement process?	Peniton: Yes Sir, we are familiar. Magneto: Yes, we have experience in Government Bidding.
Peniton: Can we make the 45 calendar days delivery period to 60 days?	DDS (End-user): We will discuss first. CMP: This will be included in Bid Bulletin, if necessary.
CLMP: Why do you need a longer period?	Design Excellence: All materials will be imported because we do not manufacture metal. Promatech: The item will be manufactured in China and ready for installation. It will take 3 weeks to 1 month to arrive depending on the Broker. It is cheaper to import, besides, steel materials are all the same.
Atty. SVT: If 60 days will be approved and the prototype is substandard, do we still have time for the repair?	Promatech: It will take time.
Promatech: If 60 calendar days will be approved, does that include the installation? Can we request for 75 days? Is the area clear?	CMP: Yes, installation is included if 60 days will be approved. 75 days is too long considering our timeline. DDS: Yes Ma'am, the area is clear.
Peniton: Can we do online payment for the bidding documents?	SMTM: As per our BAC Secretariat, you may pay thru our LBP account, kindly coordinate with BAC Secretariat for the details.
Peniton: Can we just put the scanned documents in USB and submit in the sealed envelope?	SMTM: USB can be submitted as long as it is inside the sealed envelope.

<p>Design Excellence: Is it okay if filing racks is not indicated in the title of our Single Largest Contract for Various Office Supplies? We have the attachment of itemized office supplies.</p>	<p>Atty. SVT: As long as the total amount of the filing racks supplied is at least 1M. SLCC should be at least 50% of the ABC of the procurement at hand.</p>
<p>Atty. SVT: How about the other bidders, can you comply with the SLCC?</p>	<p>Magneto: Yes, we can comply.</p>
<p>Peniton: Recently, we are approved from Single Proprietor to Corporation. Can we use our previous projects for the Single Largest Contracts? Both are PhilGEPS registered.</p>	<p>Atty. SVT: Kindly submit documents for both Single Proprietorship and Corporation so we can connect if it is still the same entity.</p>
<p>Progress Home: With the sample filing rack, how many days before production? Is it the same day with the Notice of Award?</p>	<p>DDS: It should be provided after the Notice to Proceed.</p> <p>CMP: This will be discussed internally and will be included in the Bid Bulletin, if necessary.</p>
<p>Promatech: Can we show our prototype that was installed in other agency with the same specs? We will request the viewing of the item from the other agency.</p>	<p>DDS: We will discuss with the BAC.</p>
<p>NSB Engineering: Can we show a sample with the same specs but different in size?</p>	<p>DDS: If different in size, the stability and durability will also be different. Better if you can present the same dimensions.</p>
<p>NSB Engineering: With the technical specs, the 12" is for the opening of the shelves? How about the thickness of the shelves? Once you compute including the shelve thickness, there will only be 4" left at the bottom.</p>	<p>DDS: We have allowance in the shelve opening. Kindly also consider the box size and the total height should be 84".</p>
<p>Magneto: Will the 60 days start after the approval of prototype?</p>	<p>MNAA: The 60days (if approved) will start upon receipt of NTP.</p>
<p>Magneto: If we are the winning bidder and we received the NTP, we will wait for your office to inspect the prototype?</p>	<p>CMP: Once you inform us that the prototype is ready, our end-user/ representative will inspect it immediately.</p>

Magneto: Do we need to bring the prototype in your office?	DDS: If it is in your warehouse/ office we can go and inspect it. But if you can bring it to our office that would be better.
CMP: Will the 45 calendar days be enough or 60 days?	Magneto: 60 calendar days Sir.

5. The BAC Chairman, informed the prospective bidders that all queries will be included in the Bid Bulletin.
6. The BAC Secretariat reminded the prospective bidders that the last day of request for clarification is on 18 June 2021, Friday and it must be made in writing addressed to the BAC Chairman and that the deadline for submission and receipt of bids is at 10:00 A.M. on June 29, 2021, Tuesday.
7. There being no other matters to be discussed, the BAC Chairman concluded the meeting at 11:26 A.M.

PREPARED BY:


KRISMAE M. CLORES
 BAC Secretariat

REVIEWED BY:


MARY NOREEN A. ANTONIO
 Head, BAC Secretariat

APPROVED BY:


CESAR LUIS M. PARGAS
 Chairperson

CONCHITA Q. SAGUN
 Vice- Chairperson


MA. LIRIO A. ZABALA
 Member


MARTHA JENNY S.T. TONG
 Member