



EXCERPTS OF THE MEETING	
Description	Bids and Awards Committee Meeting
Date	26 October 2020
Time	10:20 AM
Venue	Philippine Statistics Authority Central Office and via Zoom Meeting ID: 898 6035 3378

Project/Activities/Program	Pre-Bid Conference for the Procurement of Supply and Delivery of Steel Racks
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Attendees	Bids and Awards Committee (BAC)	
	Minerva Eloisa P. Esquivias	Chairperson
	Editha R. Orcilla	Vice-Chairperson
	Atty. Henedine P. Palabras	Member
	Vivian R. Ilarina	Member
	Noel G. Perez	Alternate Member
	BAC Secretariat	
	Joseph P. Cajita	Chair
	Barbara Jeniffer D.J. Bautista-Baodo	Support Staff
	Perseus C. Queyquep	Support Staff
	Karla Mae M. Juliano	Support Staff
	Michelle M. Silverio	Support Staff
	End-User/Technical Working Group	
	Fred S. Sollesta	ANS/End-User
	Marizza Grande	CRS
	Leonida Custodio	CRS

HIGHLIGHTS
<ul style="list-style-type: none"> • The Secretariat also acknowledged the presence of the authorized representatives for the following companies: <ul style="list-style-type: none"> ○ Magneto Enterprises ○ NSB Engineering ○ Progress Home and Office Furnishings ○ Project Management and Technical Resources Corp. • The Chairperson mentioned that this Pre-Bid activity is an initial forum where the BAC and the TWG discuss with the bidders the different aspects of the procurement at hand. • Due to the increasing volume of Civil Registration documents being transferred to JACALA, there is a need to procure several steel racks.



- The BAC instructed the Secretariat to proceed with the highlights of the bidding document
- The Secretariat discussed the following:
 - Section I - Invitation to Bid (ITB)
 - Schedule of the bidding activities for the project:

Submission of Bids	06 November 2020, 1:30PM
Opening of the Bids	06 November 2020, 2:00PM
 - Bidders were informed to submit their bidding documents physically at the 11th Flr., ETON Centris, Cyberpod One, QC.
 - The Approved Budget for the Contract is Php 3,925,000.00
 - The conduct of the opening of bids is through Zoom platform and the link will be provided to the bidders.
 - Section II - Instructions to Bidders
 - Bidders were informed of the proper preparation of their bidding document
 - On the process of the bidding project in compliance to RA 9184, bidders were apprised of the different stages of the procurement – that is, from the submission of bidding requirements up until the issuance of the Notice to Proceed (NTP)
 - Section III - Bid Data Sheet (BDS)
 - The bidders were given option to submit their bid security in different forms pursuant to Section 14.1 of the PBD
 - Section IV. General Conditions of Contract
 - Under Section 2.1 Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA 9184.
 - The bidder may submit their Performance Security Bond within ten (10) calendar days from receipt of the Notice to Award (NOA).

The Secretariat also notified the bidders of notarial requirements (pursuant to GPPB Resolution 09-2020) of the following documents: Bid Securing Declaration, Omnibus Sworn Statement, and Performance Securing Declaration.

- Section V – Special Condition of Contract
 - The Secretariat mentioned that if there are certain conditions on the contracts that need to be amended and/or supplemented to conform to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.
- Section VI. – Schedule of Requirements
 - To be delivered within thirty (30) days upon issuance of Notice to Proceed.
- Section VII – Technical Specifications
 - Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.
- For Class “A” Documents, for the legal documents that it will suffice submissions Valid PhilGEPS Registration Certificate (Platinum Membership) but if in case bidder cannot submit because of the pending renewal of the said document, Registration certificate from Securities and Exchange Commission (SEC). Mayor’s or Business permit, Tax clearance as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

