



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

<b>EXCERPTS OF THE MEETING</b>	
<b>Description</b>	Bids and Awards Committee Meeting
<b>Date</b>	01 October 2020
<b>Time</b>	01:50PM – 03:15PM
<b>Venue</b>	Philippine Statistics Authority Central Office and via Zoom Meeting ID: 845 6925 7953

<b>Project/Activities/Program</b>	Pre-Bid Conference of Courier and Shipping Services for the Delivery of Registration Kits of PhilSys
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<b>Attendees</b>	<b>Bids and Awards Committee (BAC)</b>	
	Minerva Eloisa P. Esquivias	Chairperson
	Editha R. Orcilla	Vice-Chairperson
	Atty. Henedine P. Palabras	Member
	Fely V. Collado	Member
	Vivian R. Ilarina	Member
	<b>BAC Secretariat</b>	
	Joseph P. Cajita	Chair
	Barbara Jeniffer D.J. Bautista-Boado	Support Staff
	Perseus C. Queyquep	Support Staff
	Karla Mae M. Juliano	Support Staff
	Michelle M. Silverio	Support Staff
	<b>End-User/Technical Working Group</b>	
	ANS Edgar M. Fajutagana	PRO
	Sharon Guray	PRO
	Mabes Cuenca	PRO
	Marc Dames	PRO

<b>HIGHLIGHTS</b>
The Secretariat acknowledged the presence of the BAC Members, Technical Working Group (TWG), Observers, End-User ISMD personnel, and Support Staff.
The Secretariat acknowledged the presence of the representatives from the bidder, Airland Cargo Movers Inc:
<ol style="list-style-type: none"> <li>1. Cliffjandee C. Cañete</li> <li>2. ZhyntiaTandaan</li> <li>3. Fatimah AyeshaSapal</li> </ol>
The BAC instructed the Secretariat to proceed with the presentation of the bidding documents.



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- The Secretariat mentioned that Airland Cargo Movers Inc. has already purchased the bidding documents for this procurement.

The Secretariat asked the bidder in attendance whether they have participated before or have any experience in government procurement. The bidder answered in the affirmative.

The Approved Budget for the Contract for this procurement is Php 12,200,000.00

- Section I – Invitation to Bid
  - The Secretariat presented the bidding schedule to the attendees of the meeting.

Activity	Schedule
Submission of Bids	13 October 2020 –on or before 01:30PM
Opening of Bids	13 October 2020 – 02:00PM

The Secretariat also discussed the Section VI. Schedule of Requirement and the Section VII. Technical Specification

- The proposed delivery schedule is twenty-one (21) calendar days upon issuance of Notice to Proceed
- The dimensions of the registration kits to be shipped and delivered was also provided to the bidder/s
- The pick-up location of the registration kits is at 901 Great St., EDSA near PHILAM Homes, Quezon City.

After the discussion, the floor was opened for some clarifications. Listed below were the queries from the bidder:

1. Should the registration kits be pulled-out from the pick-up location at one-time? Or can they pull out the kits by batches?
  - The TWG answered that as long as the bidder can deliver the kits within twenty-one (21) calendar days, the bidder could determine the manner of pulling out the subject items.
2. Will an aggregate contract be considered for the SLCC?
  - The Secretariat referred the question to the TWG. TWG answered that they will answer through a bid bulletin.
3. Will the delivery list be provided to the winning bidder?
  - The distribution list will be provided and will be issued through a bid bulletin.
4. May we request for an Advance Payment?



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