



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

EXCERPTS OF THE MEETING

Description	Bids and Awards Committee Meeting
Date	01 October 2020
Time	01:50PM – 03:15PM
Venue	Philippine Statistics Authority Central Office and via Zoom Meeting ID: 845 6925 7953

Project/Activities/Program	Pre-Bid Conference of Courier and Shipping Services for the Delivery of Registration Kits of PhilSys
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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 Fely V. Collado Member Vivian R. Ilarina Member BAC Secretariat 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 End-User/Technical Working Group ANS Edgar M. Fajutagana PRO Sharon Guray PRO Mabes Cuenca PRO Marc Dames PRO
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HIGHLIGHTS

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:

1. Cliffjandee C. Cañete
2. ZhyntiaTandaan
3. Fatimah AyeshaSapal

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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- The Secretariat referred the bidder to Section IV. General conditions of Contract GCC Clause 11.1, which states that advance payment shall not exceed fifteen percent (15%) and that there will be exception as to the amount that can be requested.

The Secretariat advised the bidder that for the upcoming meeting for the opening of bids, the meeting will still be virtual and that the Zoom link will be provided to the bidder/s. However, the documents will have to be submitted physically.

Having no other queries, the BAC Chairperson ended the pre-bid conference meeting for this procurement.

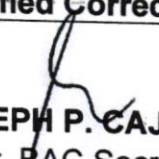
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Approved by:


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