

**Minutes of the Meeting: Pre-Bid Conference  
ITB 2021-DSWD-CAR-10: Purchase of Food Supplies for the 11<sup>th</sup> Cycle  
Supplementary Feeding Program in CAR (2<sup>nd</sup> Posting)  
December 17, 2020**

**Attendance:**

**ENRIQUE H. GASCON JR.**, *Chairperson, BAC*  
**RINA CLAIRE L. REYES**, *Vice-Chairperson*  
**ELEONOR B. AYAN**, *Provisional Member End-user*  
**VICTOR U. BOMOWEY**, *Head-Procurement Section*  
**Leonila G. Lapada**, *BAC Secretariat*  
**Rebekah Joan Fernando**, *BAC Secretariat*

**Observer: Roldan Peniano**, COA Audit Team Member

**Prospective Bidder: None**

**Highlights of the Meeting:**

The meeting was called to order for the Pre-Bid Conference of the project, **Purchase of Food Supplies for the 11<sup>th</sup> Cycle Supplementary Feeding Program (2<sup>nd</sup> Posting) under ITB 2021-DSWD-CAR-10** with an Approved Budget for the Contract (ABC) amounting **Twenty Four Million Fifty-Three Thousand Eight Hundred Pesos (Php24,053,800.00)** broken down as follows:

Lot No.	Description	ABC
1	Food Supplies for SFP in Baguio City	Php 7,737,600.00
2	Food Supplies for SFP in Pinukpuk, Rizal and Tabuk, Kalinga	Php 7,932,575.00
3	Food Supplies for SFP in Bangued, Lagangilang, Dolores and Bucay, Abra	Php 4,907,246.00
4	Food Supplies for SFP in Kabugao, Apayao	Php 920,379.00
5	Food Supplies for SFP in Tadian, Mt. Province	Php 1,458,000.00
6	Food Supplies for Kapangan, Benguet	Php 1,098,000.00

The conference was conducted at DSWD Training Center and through Google Meet. No prospective bidder attended the conference. Observer from COA joined online to witness the activity namely Mr. Roldan Peniano. None among the invited observers from Blessed Association of Retired Persons Foundation, Inc., Philippine Chamber of Commerce and Industry (PCCI), Jaime Ongpin Foundation, Inc. attended the activity.

The meeting was adjusted in the afternoon started at 2:07 PM presided by Mr. Enrique H. Gascon Jr., Chairperson of the Bids and Awards Committee who attended through Google Meet. Likewise, Ms. Eleonor Ayan, Provisional Member (end-user) and Ms. Lovely Genove, Provisional Member (Expert from PSAMS) also attended online.

Mr. Gascon mentioned that activity was set to clarify concerns and issues of the bidders with regard to the procurement at hand however, no prospective bidder attended. He asked the secretariat the names of prospective bidders who were invited for the bidding at hand. The secretariat mentioned that a complete set of bidding documents were sent through email to some suppliers in Kalinga namely Calanan General Merchandise, Atipse Marketing & Gen. Merchandise and Bides Marketing. In Benguet, Zenithal-JNA Construction and Supply was invited and HLYC Trading from Manila was likewise emailed. None among the invited prospective bidders responded or acknowledged the email.

With the above, Mr. Gascon said that the project has the possibility to fail again and the absence of prospective bidders is an indication that no bidders are interested to participate in the project. The end-user mentioned that the printing of DSWD Logo maybe one of the reasons that bidders cannot comply. It was explained that the printing of caption with DSWD logo was already deleted in the technical requirements.

Another concern was raised to the BAC pertaining to the newly received approved Purchase Request for the purchase of food supplies items (perishable food supplies and grocery items) for Paracelis, Mt. Province amounting to One Million Four Hundred Four Thousand Pesos (Php1,404,000.00). The BAC was asked for possible inclusion of such in one of the lots like Lot 5: Food Supplies in Tadian, Mt. Province in order not to undergo another round of bidding process.

Mr. Gascon said that if the group will agree for its inclusion, it would be best to consider the proximity of the area. The location of the project is nearer in Kalinga than Mt. Province. The group then agreed to include the items in Lot 2: Food Supplies for SFP in Pinukpuk, Rizal and Tabuk, Kalinga and such will form part of the supplemental/bid bulletin to consider the bid documents fee, bid security per lot and other details as follows:

Subject Matter	From			To											
<b>Invitation to Bid and Bid Data Sheet</b>	<b>Lot 2:</b>			<b>Lot 2:</b>											
	<table border="1" style="width: 100%;"> <thead> <tr> <th data-bbox="454 1630 659 1682">Description</th> <th data-bbox="659 1630 746 1682">QTY/ Unit</th> <th data-bbox="746 1630 916 1682">ABC</th> </tr> </thead> <tbody> <tr> <td data-bbox="454 1682 659 1841">Food Supplies for SFP in Pinukpuk, Rizal and Tabuk, Kalinga</td> <td data-bbox="659 1682 746 1841" style="text-align: center;">1 Lot</td> <td data-bbox="746 1682 916 1841" style="text-align: center;">Php 7,932,575.00</td> </tr> </tbody> </table>	Description	QTY/ Unit	ABC	Food Supplies for SFP in Pinukpuk, Rizal and Tabuk, Kalinga	1 Lot	Php 7,932,575.00		<table border="1" style="width: 100%;"> <thead> <tr> <th data-bbox="928 1630 1129 1682">Description</th> <th data-bbox="1129 1630 1217 1682">QTY/ Unit</th> <th data-bbox="1217 1630 1386 1682">ABC</th> </tr> </thead> <tbody> <tr> <td data-bbox="928 1682 1129 1841">Food Supplies for SFP in Pinukpuk, Rizal, Tabuk, Kalinga and <b>Paracelis, Mt. Province</b></td> <td data-bbox="1129 1682 1217 1841" style="text-align: center;">1 Lot</td> <td data-bbox="1217 1682 1386 1841" style="text-align: center;">Php 9,336,575.00</td> </tr> </tbody> </table>	Description	QTY/ Unit	ABC	Food Supplies for SFP in Pinukpuk, Rizal, Tabuk, Kalinga and <b>Paracelis, Mt. Province</b>	1 Lot	Php 9,336,575.00
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Food Supplies for SFP in Pinukpuk, Rizal, Tabuk, Kalinga and <b>Paracelis, Mt. Province</b>	1 Lot	Php 9,336,575.00													


<b>Approved Budget for the Contract</b>	<i>Twenty Four Million Fifty-Three Thousand Eight Hundred Pesos (Php24,053,800.00)</i>	<b>Twenty Five Million Four Hundred Fifty-Seven Thousand Eight Hundred Pesos (Php 25, 457,800.00)</b>
<b>Bid Security</b>	<p>a. The amount of <b>2% of the ABC of each lot</b> as indicated below if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than <b>5% of the ABC</b> of each lot if bid security is in Surety Bond</p>	<p>a. The amount of <b>2% of the ABC of each lot</b> as indicated below if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>Lot 1: Php154,752.00  Lot 2: Php186,731.50  Lot 3: Php 98,144.92  Lot 4: Php 18,407.58  Lot 5: Php 29,160.00  Lot 6: Php 21,960.00</p> <p>b. The amount of not less than <b>5% of the ABC</b> of each lot if bid security is in Surety Bond as follows:</p> <p>Lot 1: Php386,880.00  Lot 2: Php466,828.75  Lot 3: Php245,362.30  Lot 4: Php 46,018.95  Lot 5: Php 72,900.00  Lot 6: Php 54,900.00</p>
<b>Schedule of Requirements</b>	Lot 2: Food Supplies for SFP in Pinukup, Rizal and Tabuk, Kalinga	Lot 2: Food Supplies for SFP in Pinukup, Rizal, Tabuk, Kalinga and <b>Paracelis, Mt. Province</b>
<b>Detailed List and Delivery Schedule of Goods for Paracelis, Mt. Province</b>	For posting	

Having no more issues to discuss, Mr. Gascon express gratitude to the group for their presence and the meeting ended at 2:37 PM.

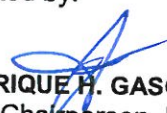
Recorded by:

  
**LEONILA G. LAPADA**  
BAC Secretariat

Reviewed by:

  
**VICTOR U. BOMOWEY**  
Head – Procurement Section

Noted by:

  
**ENRIQUE H. GASCON JR.**  
Chairperson, BAC