

Minutes of the Meeting: Pre-Bid Conference
ITB 2020-DSWD-25: Purchase of Semi-Expendable IT Equipment (2nd Posting)
December 22-23, 2020

Attendance:

First Day:

ENRIQUE H. GASCON JR., Chairperson, BAC
RINA CLAIRE L. REYES, Vice-Chairperson (attended through VTC)
MARY ANN G. BUCLAO, End-User (attended through VTC)
Victor Bomowey, Head - PS
Leonila G. Lapada, BAC Secretariat
Rebekah Joan A. Fernando, BAC Secretariat

Second Day:

ENRIQUE H. GASCON JR., Chairperson, BAC
ARNOLD LARTEC, BAC Member (attended through VTC)
JESSIE F. CHELIM, Expert
Victor Bomowey, Head - PS
Leonila G. Lapada, BAC Secretariat
Rebekah Joan A. Fernando, BAC Secretariat

Observer: Jacob Apalla, COA Audit Team Member (First day, attended through VTC)

Prospective Bidder: None

Highlights of the Meeting:

The meeting was called to order for the Pre-Bid Conference of the project, **Purchase of Semi-Expendable IT Equipment (2nd Posting)** under **ITB 2020-DSWD-CAR-25** with an Approved Budget for the Contract (ABC) amounting as follows:

Lot No.	Description	ABC
1	Tablet PC Pad	Php 599,960.00
2	Headset	Php 1,314,300.00
3	Webcam, HD	Php 797,500.00
Grand Total		Php2,711,760.00

The conference was conducted at the Office of the Assistant Regional Director and through Google Meet. None among the prospective bidders attended the conference nor joined online. Mr Jacob Apalla, from COA-CAR joined through Google Meet to witness the activity. 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 started at 02:29 PM upon determination of a quorum and Mr. Enrique H. Gascon Jr. Chairperson, Bids and Awards Committee presided the activity.

Mr. Gascon asked the secretariat for any actions undertaken due to absence of prospective bidders. The secretariat mentioned that the invitation to bid was emailed to some prospective bidders namely Hexacom Enterprise, Tarilja Enterprise, Venn Mark Corporation, Masangkay Computer Center and Cred General Trading. It was mentioned that three (3) suppliers from PhilGEPS downloaded the bidding documents.

Mr. Gascon told the BAC Secretariat to invite more suppliers to include the suppliers who accessed the PhilGEPS website. He added that the absence of prospective bidders and considering that the project is already in its second posting, the project is most likely to fail.

It was also raised to the end-user, Ms. Maryann Buclao whether the project can still be funded considering that the bid opening will be on January 4, 2021. Ms. Buclao said that the funding of the project would be taken from the continuing funds.

On the following day, December 23, 2020, it was raised to the BAC a letter of clarification from Vennmark Corporation asking to extend the delivery period from twenty (20) calendar days to seventy-five (75) calendar days. This is due to stoppage of operation of manufacturers causing backlogs of orders since they have not resume their 100% manufacturing capacity yet due to pandemic situation worldwide.


The issue was clarified with the end-user whether they are willing to adjust the delivery period and responded positive. The BAC accepted the recommendation of the prospective bidder and such will form part of the supplemental/bid bulletin.

Having no more issues to discuss, Mr. Gascon express gratitude to the group for their presence.

Recorded by:


LEONILA G. LAPADA
BAC Secretariat

Noted by:


ENRIQUE H. GASCON JR.
Chairperson, BAC