



Department of National Defense
PHILIPPINE VETERANS AFFAIRS OFFICE
Veterans Compound
Camp General Emilio Aguinaldo
Quezon City

BIDS AND AWARDS COMMITTEE

MINUTES OF THE MEETING

07 November 2019, Thursday 10:00AM
LAD Conference Room

1.0 ATTENDANCE

Bids and Awards Committee

MR. FERDINAND C. PALOR	-	Vice-Chairperson
MS. KATHERINE T. ARROJO	-	Regular Member
MS. MELINDA I. LUNA	-	Regular Member
ENGR. VALERICO C. LIM III, MNSA	-	Regular Member
DR. PILAR D/ IBARRA	-	Provisional Member

BAC TWG

ATTY. BRIAN JAMES C. CUEVAS	-	Head and Legal Officer
MS. MA. LUISA S. TOLENTINO	-	Technical Support Personnel
MS. JASMIN A. BAITO	-	Technical Support Personnel
MR. JOHN PAUL Q. NESPEROS	-	Technical Support Personnel

BAC SECRETARIAT

ENGR. DIOMEDES C. PALOR	-	Head
MR. ELMER G. BUNAG	-	Assistant Head
MS. MILAGROS P. PUNZALAN	-	Stenographer
MS. JOSEPHINE P. DELOS REYES	-	Administrative Assistant
MS. HANNAH MAE P. CAMARINES	-	Administrative Assistant

REQUESTED TO ATTEND

MS. FENINA B. LISON	-	LAD Representative
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OTHER ATTENDEES

MR. UNIJAY BACERO	-	Rilem Pharma
MS. MARVIC VINLUAN	-	Filadams Pharma Inc.

2.0 CALL TO ORDER

The presiding Officer, BAC Vice-Chairperson called the meeting to order at 10:00 AM.

The Asst. Head, BAC Sec confirmed that there is a quorum.

3.0 AGENDA

Pre-Bid Conference for the Supply and Delivery of Medicines for CY 2020 with an ABC of P 2,646,697.00.

4.0 KEYPOINTS OF DISCUSSION

PRE-BID CONFERENCE FOR THE SUPPLY AND DELIVERY OF MEDICINES FOR CY 2020 WITH AN ABC OF P 2,646,697.00.

The presiding Officer, BAC Vice-Chairperson opened the Pre-Bid Conference for the Supply and Delivery of Medicines for CY 2020 and explained that the Pre-Bid Conference was held to clarify and explain the requirements, terms, conditions and specifications stipulated in the PBDs.

BAC Vice-Chairperson informed the prospective bidders that should there be a need to issue a supplemental/bid bulletin for any issue that would arise from the pre-bid conference; the PVAO BAC shall do so accordingly.

BAC Vice-Chairperson informed the participants that the Asst. Head, BAC Sec will be discussing the basic requirements and details of the procurement and to be followed by the BAC TWG to discuss the details of the technical specifications and schedule of requirements and advised the prospective bidders to feel free to ask questions at any point of the briefing.

Asst. Head, BAC Sec started by introducing the following prospective bidders who choose to attend the pre-bid conference, namely:

COMPANY	REPRESENTATIVE
1. RILEM PHARMA	Mr. Unijay Bacero
2. FILADAMS PHARMA INC.	Ms. Marvic Vinluan

Asst. Head, BAC Sec informed the Committee that the invited representative from Commission on Audit (COA) and observers from Volunteer Against Crime and Corruption (VACC) and Philippine Chamber of Commerce and Industry (PCCI) were invited but were not able to attend and participate in the proceedings.

Asst. Head, BAC Sec started the discussion on the basic requirements with the presentation of the project a) Identification, b) Initial Steps conducted in the bidding process and 3) Details on the submission and opening of bids.

Project Identification

Purchaser (or Employer) Name Address	Philippine Veterans Affairs Office Camp Gen. Emilio Aguinaldo, Quezon City
1.2 Name of the Project	Supply and Delivery of Medicines for CY 2020
1.3 Location of the Project	PVAO Compound, Camp Gen. Emilio Aguinaldo, QCity
1.4 ABC	Two Million Six Hundred Forty Six Thousand Six Hundred Ninety-Seven Pesos (P 2,646,697.00)
1.5 Method of Procurement	Public Bidding

Initial steps conducted in the bidding process

2.1 Invitation to Apply for Eligibility and to Bid Date of PhilGEPS Posting Date of Website Posting Date of Posting at Conspicuous Place	23 Oct 2019 23 Oct 2019 23 Oct 2019
2.2 Issuance of Bidding Documents Period of Availability of Bid Docs Number of Bid Docs issued	23 Oct 2019 to 20 Nov 2019 N/A
2.3 Amendments to Bidding Docs, if any List all issue dates	None

2.4 Pre-Bid Conference, if any Date of Conference	07 Nov 2019 ; 10:00 AM
2.5 List of Observers Commission on Audit – Auditor Melinda S. Torio Volunteer Against Crime & Corruption – Mr. Dante Jimenez Philippine Chamber of Commerce and Industry – Mr. George T. Barcelon	Date Received: 10/24/2019 Sent personally Date Received: 10/24/2019 Sent thru email Date Received: 10/24/2019 Sent thru email

Details on the submission and opening of bids.

3.1 Bid Submission Deadline Original date, time Extensions, if any	20 Nov 2019 ; 10:00 AM None
3.2 Bid Opening date, time	20 Nov 2019; 10:01 AM
3.3 Number of bids submitted	
3.4 RFQ validity Period (days/weeks) Originally specified Extensions/Revisions, if any	Bids shall be valid One Hundred Twenty (120) calendar days from bid opening None

Head of the BAC TWG followed, by discussing the eligibility requirements, technical and financial components of the contract to be bid.

Based on the clarifications and questions raised by the prospective bidders, the following are the amendments to the bidding documents and will be formalized through the issuance of a Supplemental Bid Bulletin.

SPECIAL CONDITIONS OF THE CONTRACT

REFERENCE/ISSUES	AMENDMENT/CLARIFICATION
Invitation to Bid Telephone No. 912-4649	Invitation to Bid Telephone No. 8912-4649
Bid Data Sheet Telephone No. 912-4649	Bid Data Sheet Telephone No. 8912-4649
SCC GCC Clause 5.1 Telephone No. 913-4306	SCC GCC Clause 5.1 Telephone No. 8913-4306
Section VII. Technical Specifications Attached Certificate of Product Registration (CPR) of the medicines being offered as supporting evidence to the Bidders statement of compliance. The medicines must be registered at FDA of the DOH as supported by Certificate of Product Registration (CPR)	Section VII. Technical Specifications . Attached Certificate of Product Registration (CPR) of the medicines being offered as supporting evidence to the Bidders statement of compliance. The medicines must be registered at FDA of the DOH as supported by Certificate of Product Registration (CPR) In cases of expired Certificate of Product Registration (CPR), it shall be accepted together with the Official Receipt from Food and Drug Administration (FDA), as proof that the bidder has applied for renewal. Note: Please use the attached amended forms.

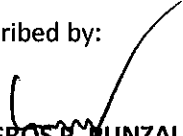
BAC Vice-Chairperson informed the prospective bidders that any statement made at the pre-bid conference shall not modify the terms of the Bidding Documents, unless such statement is specifically identified in writing as an amendment thereto and issued as a Supplemental Bid/Bulletin.

Asst. Head, BAC Secretariat reminded that all submission of bidding documents should be at the Procurement Management Section at the 2nd floor of Building No. 4, PVAO Compound, Camp General Emilio Aguinaldo, Quezon City and the opening of bids will at the PVAO LAD Conference Room and official time for the deadline of submission of bids is the Philippine Standard Time (PST).

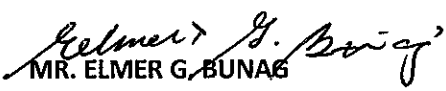
5.0 ADJOURNMENT

There being no matter to discuss, the BAC Vice-Chairperson terminated the Pre-Bid Conference at 11:30AM.

Transcribed by:


MILAGROS P. PUNZALAN
Stenographer

Reviewed and Noted by:


MR. ELMER G. BUNAG
Asst. Head, BAC Secretariat

Approved by:


MR. FERDINAND C. PALOR
Vice-Chairperson