

REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE FOR THE SUPPLY, DELIVERY AND INSTALLATION OF 540 UNITS PC WORKSTATIONS FOR E-CENTERS HELD ON 22 JANUARY 2019 AT 2:00 P.M., GREEN ROOM, 12TH FLOOR, SSS MAIN OFFICE

Present:

BAC I Members : JOSEFINA O. FORNILOS
HELEN L. ABOLENCIA
ELEONORA Y. CINCO
JOSELITO A. VIVIT

BAC Secretariat : ROSALYN AZUL-CONDAT
LARRY R. VILLAR
VER V. NUÑEZ
KAMILLE B. VELASCO
JHANA MARIE B. ABCALEN
JEROME S. SINGQUE

COA Representative : KRISTINA M. ISLA

IASD Representative : VANESSA C. GIRAY

TWG Representative : ROGELIO A. FUNTELAR

Participating Bidders : ADVANCE SOLUTIONS, INC. - Gemma Apaliso
- Caesar Ramones
COLUMBIA TECHNOLOGIES, INC - Annie M. Alberto
- Jordan Balboa
INFOWORX - John Mark Pagaduan
THE VALUE SYSTEMS PHILS., INC. - Kemberly A. Cambri
- Benido Villar
- Mark Del Valle

1. The Pre-Bid Conference was called to order at exactly 2:20 p.m.
2. The published Approved Budget for the Contract (ABC) is P18,900,000.00.
3. The following observers were invited through BAC notice dated 14 January 2019:
 - 3.1. Anti-Corruption Training Center, Inc.
 - 3.2. Anti-Trap Movement of the Philippines, Inc.
 - 3.3. Makati Business Club
 - 3.4. Philippine Chamber of Commerce & Industry (PCCI)
 - 3.5. Commission of Audit (COA)
 - 3.6. Internal Audit Service Department (IASD)Only the representatives from COA and IASD attended the activity.
4. Nobody paid and secured the Bidding Documents at the time of Pre-Bid Conference.
5. The Technical Working Group presented the background, scope of work and technical specifications of the project.

6. The following clarifications/issues were raised during the Pre-bid Conference:

	Query/Clarifications	TWG/BAC Reply
6.1.	Is the 2-hour response time only applicable within Metro Manila?	No. Please refer to Item 5, Section VII. Technical Specifications of the bidding documents.

7. The BAC Secretariat announced the Composition of Envelopes No.1 (Eligibility and Technical Documents), No.2 (Financial Proposal) and additional documents.

8. The BAC I informed the bidders that the bid proposals will be subject to bid evaluation. The bidder with the lowest calculated bid shall be required to submit the following additional documents within non-extendible period of five (5) calendar days from receipt of BAC Notice:

- a) Income Tax Return (ITR) corresponding to the submitted Audited Financial Statements.
- b) Quarterly VAT for the period April-September 2018

For PhilGEPS Platinum Members:

- a) SEC/DTI Registration
- b) Mayor's Permit
- c) Tax Clearance
- d) Audited Financial Statements

9. The BAC Secretariat also presented the schedule of the following activities:


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| 9.1. | Deadline of Written Queries | : Thursday, January 24, 2019 |
| 9.2. | Issuance of Bid Bulletin | : Thursday, January 31, 2019 |
| 9.3. | Submission and opening of Technical and Cost Proposal | : Friday, February 08, 2019, 2:00 p.m.
at GreenRoom, 12 th Floor,
SSS Main Building, East Avenue,
Diliman, Quezon City |

Time Finished: 2:30 p.m.


Prepared by:


JHANA MARIE B. ABCALEN
Staff, BAC Secretariat


Certified Correct:


ROSALYN AZUL-CONDAT
OIC, Administrative Support Section
BAC Secretariat Department

Concurred by:


ROGELIO A. FUNTELAR
TWG Chairperson

Approved by:


JOSEFINA O. FORNILOS
SVP & BAC I Chairperson