
PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

“Procurement of Consulting Services for the Design and Production of PCC Publication on Fostering Competition in the Philippines”

Date: 06 April 2022; 1:30 PM

Venue: GSD Meeting Room and Microsoft Teams Teleconference

Present:

BAC Members

- | | | |
|-----------------------|---|---------------------------------------|
| 1. Chairperson | : | Dir. Jeson Q. de la Torre |
| 2. Regular Member | : | Mr. Allan Roy D. Mordeno |
| 3. Regular Member | : | Atty. Christian Loren B. Delos Santos |
| 4. Regular Member | : | Mr. Emmanuel M. Garcia |
| 5. Provisional Member | : | Mr. Ferdinand L. Paguia |

BAC Secretariat

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|-------------------|---|-----------------------------|
| 1. Head | : | Rommel R. Oira |
| 2. Assistant Head | : | Ma. Celeste S. Dizon |
| 3. Member | : | Mark Jayson R. Fajutnao |
| 4. Member | : | Teejay Yoshiumi J. Sakuma |
| 5. Member | : | Anna Dominique M. Francisco |
| 6. Member | : | Nicky Jonna P. Pitallano |
| 7. Member | : | Isabelo Miguel V. Abaño |
| 8. Member | : | Bill A. Geslani |
| 9. Member | : | Raven Rein R. Villanueva |
| 10. Member | : | Ralph Riel N. Garcia |
| 11. Member | : | Floricar G. Gonzalodo |
| 12. Member | : | Jonalyn F. Funa |
| 13. Member | : | Chrislyn Joy P. Sioson |
| 14. Member | : | Jean Cheska R. Cabriga |

End-User

- | | | |
|-------------|---|---------------------------|
| 1. CKMO-KMD | : | Paul Jeffrey M. Ballentos |
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Bidders

- | | | |
|---------------------|---|---------------|
| 1. Coms 360 | : | Melo Diaz |
| | : | Joel Cruz |
| | : | Ron Jabal |
| | : | Jo Diana-Diga |
| 2. Studio 5 Designs | : | Marilyn Orosa |
| | : | Raffy Ortega |

I. Call to Order

The PBAC Chairperson called the meeting to order at 1:30 PM.

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <p>The PBAC through its Secretariat presented the Part I of the Pre-Bidding conference, as follows:</p> <ul style="list-style-type: none">• Technical Components• Financial Components• Sealing and Marking of Bidding Documents• Important Schedules• E-bid submission• General Rules <p>Part II of the Pre-Bidding conference – Terms of Reference was presented and discussed by the End-user (CKMO-KMD). The End-user also presented and discussed the proposed supplemental bid bulletin.</p>	
<p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none">• As part of its continuing advocacy to raise public awareness on competition, the PCC aims to capture these formative years of competition law enforcement in the Philippines in a publication through the Procurement of Consulting Services for the Design and Production of PCC Publication on Fostering Competition in the Philippines <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none">• The ABC for this project is Two Million Three Hundred Thousand Pesos (PhP2,300,000.00), inclusive of all applicable government taxes and service. <p>D. Date/ Time of Posting, Submission and Opening</p> <ul style="list-style-type: none">• Posting: 08 March 2022• Submission: 19 April 2022, 12:00 NN• Opening of Bids: 19 April 2022, 2:00 PM	

Discussion	Recommendation/ Agreements
<p data-bbox="391 233 716 264">E. Question and Answer</p> <p data-bbox="370 306 1174 375">Studio 5 Designs raised the following questions and were responded by the End-user:</p> <ol data-bbox="383 380 1174 449" style="list-style-type: none"> <li data-bbox="383 380 1174 449">1. Will the End-user provide the final and approved content of the project? <p data-bbox="435 485 1174 554">The final and approved content will be provided by the End-user.</p> <ol data-bbox="383 590 1174 688" style="list-style-type: none"> <li data-bbox="383 590 1174 688">2. We would like to request confirmation on the number of shots needed for photography and if possible, to specify in the TOR the costing? <p data-bbox="435 724 1174 823">Number of shots was not specified in the TOR. A supplemental bid bulletin will be issued to specify the number of shots.</p> <ol data-bbox="383 863 857 894" style="list-style-type: none"> <li data-bbox="383 863 857 894">3. How many mockups are required? <p data-bbox="435 930 1013 961">Two (2) digitally printed mockups are required.</p> <ol data-bbox="383 1001 1174 1205" style="list-style-type: none"> <li data-bbox="383 1001 1174 1205">4. Will it be possible to eliminate in the TOR the paragraph that states that “The photography should feature a variety of styles, including portraits, human resource, action shots and landscapes representing different stakeholders, economic sectors, and projects of the PCC” for clarity that there will be no limits on the number of shots required. <p data-bbox="435 1241 1174 1415">The paragraph serves only as a guide on the style of photoshoots of the industry listed and is not mandatory and not a part of the deliverables. This will be discussed during the inception meeting, including the type of preferred shots as appropriate to the sector concerned.</p> <p data-bbox="370 1482 1174 1551">Coms 360 raised the following clarifications and were responded by the End-user:</p> <ol data-bbox="402 1593 1174 1797" style="list-style-type: none"> <li data-bbox="402 1593 1174 1797">1. Clarification on the number of shots required and the specific requirement for the industry sector as indicated in the TOR and if possible, give the bidders an idea on the approved content for them to internalize the situation and the type of photos that the End-user is visualizing and come up with a feasible and practical costing and planning. <p data-bbox="435 1833 1174 1923">The End-user acknowledged the suggestion and stated that they can give the bidders an idea on the situation, however, the situations might change during the project</p>	<p data-bbox="1195 233 1479 365">A supplemental bid bulletin will be issued pertaining to the following:</p> <ul data-bbox="1211 369 1479 711" style="list-style-type: none"> <li data-bbox="1211 369 1479 501">- Changes in the timeline from 5 months to 3 months. <li data-bbox="1211 506 1479 638">- Specific number of shots for required photography. <li data-bbox="1211 642 1479 711">- Location of photography.

Discussion	Recommendation/ Agreements
<p>implementation given the very tight schedule. The end-user assured the prospective bidders that will work closely with the winning bidder so they can finish the project on time.</p> <p>2. Clarification on the location of the photoshoot and asked if it will still be the responsibility of the service provider to secure permits on the location of the photoshoot.</p> <p>The End-user will provide minimum details on the location and number of shots in the supplemental bulletin and will be flexible with the requirement by avoiding taking shots on a specific company under a specific industry. With regards to securing of permits, the End-user assured that they will help the winning bidder in securing permit and other documents needed to expedite the project.</p>	

II. Adjournment:

There being no other matters to discuss, the meeting for the pre-bidding conference was adjourned at 2:27 PM.

Prepared by the PBAC Secretariat:


JONALYN F. FUNA
 PBAC Secretariat

Approved by:


JESON Q. DE LA TORRE
 PBAC Chairperson 