
PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Teleconference

“National Survey on the Awareness of Private firms on the Philippine Competition Act and the Philippine Competition Commission”

Date: 24 June 2020; 1:00 PM

PCC Meeting Room 3, 25/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

BAC Members

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| 1. Chairperson | Atty. Joseph Melvin B. Basas |
| 2. Vice Chairperson | Atty. Ferdinand B. Redulla |
| 3. Regular Member | Dir. Benjamin E. Radoc, Jr. |
| 4. Regular Member | Dir. Arnold Roy D. Tenorio |
| 5. Regular Member | Mr. Allan Roy D. Mordeno |

BAC Secretariat

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| 1. Head | Mr. Jeson Q. de la Torre |
| 2. Vice Head | Ms. Ma. Celeste S. Dizon |
| 3. Member | Mr. July R. Suing |
| 4. Member | Ms. Merry Lyn V. Bambao |
| 5. Member | Mr. Mark Jayson R. Fajutnao |
| 6. Member | Mr. Teejay Yoshiumi J. Sakuma |
| 7. Member | Ms. Nicky Jonna P. Pitallano |
| 8. Member | Mr. Isabelo Miguel V. Abaño |
| 9. Member | Ms. Anna Dominique M. Francisco |

End-User

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| 1. EO | Ms. Tea Jalin C. Ty |
| 2. EO | Ms. Roxanne B. Ballo |

Bidder/s

- | | |
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| 1. Philippine Survey and Research Center (PSRC) | Ms. Ina Nocheseda |
| 2. Philippine Survey and Research Center (PSRC) | Ms. Luyene Gan |

I. Call to Order

The PBAC Chairperson called the meeting to order at 1:00 PM for the **National Survey on the Awareness of Private Firms on the Philippine Competition Act and the Philippine Competition Commission.**

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> The PBAC through its secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the end-user. 	
<p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none"> The survey aims to determine the awareness of private firms on the PCC and its mandate, and their level of involvement in PCC-related activities. The respondents of the survey will be small, medium, and large businesses ("Finns") from agriculture, forestry and fishery, industry, and services sectors. The survey will be national in scope representing the four broad regions: National Capital Region, Balance Luzon, Visayas, and Mindanao. The survey results will guide the PCC in designing strategies to enhance its advocacy, and to help educate the private firms on the contribution of market competition in improving consumer welfare and in enhancing market efficiency. <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> The ABC for this project is PhP 6,900,000.00. <p>D. Date/ Time of Posting, Submission and Opening</p> <ul style="list-style-type: none"> Deadline for Submission: 08 July 2020, 12:00 NN Opening of Bids: 08 July 2020, 01:00 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <p>The following were discussed /raised during the meeting:</p> <p>1. <i>Pre-Survey Activity</i></p> <p>(1.d) Pilot test the survey instrument for 3 respondents and provide feedback to PCC for any possible Revision</p> <p>PSRC clarified if the pilot test should already be done for qualified respondents and if these respondents should represent any particular area or industry.</p> <p>EO responded that the purpose of the pre-test is to test the instrument. There is no specific industry that it needs to focus on. The best practice is to ensure that the pre-test would try the questionnaire on different types of respondents. In terms of the pre-test sampling, as long as it is tested on the different types of respondents, any sampling that the survey firm deem appropriate would be okay. A comprehensive sampling is not required for the sample tests. Its aim is just to test the instrument / questionnaire.</p> <p>(2.e) Respond to inquiries from the PSA for matters related to the inputs provided by the survey firm</p> <p>PSRC clarified if this survey would undergo PSA review</p> <p>EO responded that it will undergo PSA review. In the TOR, the survey firm is expected to facilitate. EO will closely be working with the survey firm. Also, having existing ties with the survey clearance division of the PSA will help mitigate delays</p> <p>(4.e) Conduct face-to-face interviews with qualified respondents for a minimum of 1,200 Firms. Interviews must be Computer Assisted Personal Interview (CAPI), except in areas with security and other concerns.</p> <p>PSRC raised its concern on prevailing with the rules and regulations about travel, non-essential work (in which research can be part of it). There are respondents who are hesitant to conduct face to face interviews. Would PCC be open to explore other types of methodologies</p> <p>EO responded that the survey firm will prioritize a face to face interview but with consideration due to external concerns like health or regulatory restrictions of the quarantine. An assessment would be made first. If not feasible due to pandemic conditions, EO will be open to discussing other data gathering methods.</p>	<ul style="list-style-type: none"> All queries and concerns were clarified. Thus, there is no need to issue Bid bulletin

Discussion	Recommendation/ Agreements
<p>Costing</p> <p>PSRC also confirmed if they would still assume face to face methodology for comparability with other agencies.</p> <p>EO responded that face to face methodology will be the primary methodology.</p> <p>The PBAC raised the concern on the costing. In the event that face to face method is not feasible, proportionate reduction of cost considering that the original method will not be pursued. Asked PSRC if it would be possible for them, based on the original method, to make an offer that if face to face is not possible, then other types of methodology can be considered providing the cost of the alternative method.</p> <p>PSRC confirmed that they can provide the costing for other methods.</p> <p>The PBAC recommended to proceed in accordance with the TOR which is the face to face methodology. According to the rules, we are not allowed to change the TOR and discuss other solutions at this stage.</p> <p>2. <i>Post Survey Activities</i></p> <p>Deliverables: Narrative report to the PCC on the outcome of the survey including issues encountered throughout the project;</p> <p>PSRC confirmed if this would not contain an analytical report but rather more of a report on what happened on field, outcome, refusals and difficulties encountered.</p> <p>EO responded that they do not expect an in-depth analysis. They expect summaries of the statistics of the gathered data.</p> <p>3. <i>Target respondents, sample size, sampling method</i></p> <p>PSRC confirmed if they would maintain comparability across these previous studies. If yes, they would need the sampling frame as done in previous studies.</p> <p>EO will provide the previous sampling frames. If the new survey team would recommend the revision, EO will be open to changes.</p>	

Discussion	Recommendation/ Agreements
<p>4. <i>Timeline</i></p> <p>Final sampling frame of qualified respondents should be submitted within 20 Calendar Days from the Notice to Proceed.</p> <p>PSRC clarified if its possible to submit later on with the data collection deliverables because during the actual field work, the contact details or actual respondents might be different from the current list before conducting the field work</p> <p>EO responded that it understands the changes in the list but for compliance, the survey firm can submit the working sampling frame as it is on that time and provide updated one when there are changes during the data gathering</p> <p>5. <i>Target Sample</i></p> <p>EO specified on target sample size in the TOR. The circumstances make the data gathering difficult. EO will maintain the target sample size still its minimum target sample size and not just an ideal sample size. If the sample size is not met, and as long as the survey firm exhausts all possible approaches to meet the required sample size, EO would understand.</p>	

II. Adjournment:

There being no other matters to discuss, the meeting for the pre-bid conference was adjourned at 2:00 PM.

Prepared by:



ISABELO MIGUEL V. ABANO
Member, PBAC Secretariat

Reviewed by:



JESUS O. DE LA TORRE
Head, PBAC Secretariat

Approved by:



ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson