

PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

“Provision of Fleet Card Services for the Philippine Competition Commission for CY 2023”

Date: 04 November 2022; 1:30 PM

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

Present:

PBAC Members

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| 1. Chairperson | Atty. Joseph Melvin B. Basas |
| 2. Vice Chairperson | Dir. Jeson Q. de la Torre |
| 3. Regular Member | Allan Roy D. Mordeno |
| 4. Regular Member | Atty. Christian Loren B. De Los Santos |
| 5. Regular Member | Emmanuel M. Garcia |
| 6. Provisional Member | Rommel R. Oira |

PBAC Secretariat

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|---------------|-----------------------------|
| 1. Asst. Head | Ma. Celeste S. Dizon |
| 2. Member | Mark Jayson R. Fajutnao |
| 3. Member | Bill A. Geslani |
| 4. Member | Isabelo Miguel V. Abano |
| 5. Member | Anna Dominique M. Francisco |
| 6. Member | Raven Rein R. Villanueva |
| 7. Member | Chrislyn Joy P. Sioson |
| 8. Member | Marlon H. Javier |
| 9. Member | Zico Simeone D. Morales |

End-User

- | | |
|-------------------|-----------------|
| 1. Representative | Jonalyn F. Funa |
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Bidders

- | | |
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| 1. Oil Empire, Inc. | Kristine Marie Moscare |
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I. Call to Order

The PBAC Chairperson called the meeting to order at 1:30 PM for the **Provision of Fleet Card Services for the Philippine Competition Commission for CY 2023**

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> The PBAC Secretariat presented and discussed the Technical and Financial Forms, while the Terms of Reference was presented and discussed by the Head of the Technical Working Group. 	
<p>B. Project Requirements & Technical Specifications</p> <ul style="list-style-type: none"> The End-User presented and discussed the following (as indicated in the Bidding Documents): <ul style="list-style-type: none"> Qualifications of the Service Provider Scope of Services and Deliverables Fuel allocation for each PCC vehicle <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> The ABC for this project is PhP2,700,000.00. <p>D. Date/ Time for the Submission and Opening of Bids</p> <ul style="list-style-type: none"> Deadline for Submission: 16 November 2022, 12:00 NN Opening of Bids: 16 November 2022, 2:30 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <ul style="list-style-type: none"> - No clarifications were raised 	<ul style="list-style-type: none"> • The PBAC informed the bidders that the bid submission will proceed on 16 November 2022 as scheduled.

II. Adjournment

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

Prepared by:



ISABELO MIGUEL V. ABANO
PBAC Secretariat Member

Approved by:



ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

