

PCC BIDS AND AWARDS COMMITTEE (PBAC)

MINUTES OF PRE-BIDDING CONFERENCE

for the

“Procurement of Centralized Print, Copy, and Scan Services Solution for the PCC for C.Y. 2023”

IB No. 2023-EPA-0002

Date: 27 October 2022

Venue: Microsoft Teams Teleconference

Present:

BAC Members

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

BAC Secretariat

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

End-User:

- | | | |
|-----------|---|-----------------------|
| 1. AO-GSD | : | Nes Justine L. Torres |
|-----------|---|-----------------------|

I. Call to Order

The PBAC Chairperson called the meeting to order at 01:30 PM.

II. Agenda

Discussion	Recommendation/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> No discussion was conducted due to the absence of bidder's representative. <p>B. Project Description and Technical Requirements</p> <p>The procurement of centralized print, copy, and scan services solution for the PCC aims to meet the day-to-day administrative and operational requirements of the Commission, particularly records management, reproduction of salient documents, and submission of various reports and outputs, the Commission needs to procure a centralized print, copy, and scan services solution.</p> <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> The ABC for the project is Nine Hundred Twenty-One Thousand Pesos (PhP921,000.00), inclusive of all applicable government taxes and service. <p>D. Date/ Time of Submission and Opening of Bids</p> <ul style="list-style-type: none"> Submission of Bids: 09 November 2022, 12:00NN Opening of Bids: 09 November 2022, 02:00PM <p>E. Questions and Answers None.</p>	<p>No queries and clarifications were raised due to the absence of bidder's representative.</p>

III. Adjournment:

There being no other matters to discuss, the pre-bid conference was adjourned at 02:39 PM.

Prepared by:


BILL A. GESLANI
PBAC Secretariat

Approved by:


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

Signature: 

Email: rroira@phcc.gov.ph











[FOR APPROVAL] Pre-Bidding Conference Minutes_IB 2023-EPA-0002

Final Audit Report

2022-11-16

Created:	2022-11-15
By:	AO-GSD PCC (gsd@phcc.gov.ph)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_9rd22eYns4PsYcEAIAbJyi34zZq1NPR

"[FOR APPROVAL] Pre-Bidding Conference Minutes_IB 2023-EPA-0002" History

-  Document created by AO-GSD PCC (gsd@phcc.gov.ph)
2022-11-15 - 10:39:09 AM GMT- IP address: 122.55.12.146
-  Document emailed to rroira@phcc.gov.ph for signature
2022-11-16 - 3:00:38 AM GMT
-  Email viewed by rroira@phcc.gov.ph
2022-11-16 - 3:01:08 AM GMT- IP address: 40.94.227.126
-  Signer rroira@phcc.gov.ph entered name at signing as GSD_Rommel
2022-11-16 - 3:13:33 AM GMT- IP address: 122.55.12.146
-  Document e-signed by GSD_Rommel (rroira@phcc.gov.ph)
Signature Date: 2022-11-16 - 3:13:35 AM GMT - Time Source: server- IP address: 122.55.12.146
-  Document emailed to jbbasas@phcc.gov.ph for signature
2022-11-16 - 3:13:36 AM GMT
-  Email viewed by jbbasas@phcc.gov.ph
2022-11-16 - 3:14:11 AM GMT- IP address: 40.94.226.126
-  Signer jbbasas@phcc.gov.ph entered name at signing as Jmbb
2022-11-16 - 4:27:17 AM GMT- IP address: 112.198.68.64
-  Document e-signed by Jmbb (jbbasas@phcc.gov.ph)
Signature Date: 2022-11-16 - 4:27:19 AM GMT - Time Source: server- IP address: 112.198.68.64
-  Agreement completed.
2022-11-16 - 4:27:19 AM GMT

