

**PCC BIDS AND AWARDS COMMITTEE (PBAC)
Minutes of Pre-Bid Conference**

Date: 03 May 2019

Meeting Room 3, 25/F Vertis North Corporate Center I, North Avenue, Quezon City

Present:

BAC Members

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|-----------------------|---|------------------------------|
| 1. Chairperson | : | Atty. Joseph Melvin B. Basas |
| 2. Regular Member | : | Arnold Roy D. Tenorio |
| 3. Regular Member | : | Allan Roy D. Mordeno |
| 4. Provisional Member | : | Tea Jalin C. Ty |

BAC Secretariat

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|-----------|---|---------------------------|
| 1. Head | : | Jeson Q. de la Torre |
| 2. Member | : | July R. Suing |
| 3. Member | : | Melody O. Dizon |
| 4. Member | : | Teejay Yoshiumi J. Sakuma |
| 5. Member | : | Merry Lyn V. Bambao |
| 6. Member | : | Mark Jayson R. Fajutnao |

Bidder/s

- | | | |
|--|---|-------------------------|
| 1. Asian Social Project Services, Inc. (ASPSI) | : | Noemi R. Quilloy |
| 2. ASPSI | : | Iky Llegado-Walet |
| 3. Sustainable Development Solutions (SDS) | : | Eduard Cabaccang |
| 4. Ascend Inc. (ASCEND) | : | Atty. Rodrigo Celicious |
| 5. ASCEND | : | Jeff Gatdula |
| 6. ASCEND | : | James Iliscupidez |

I. Call to Order

The PBAC Chairperson called the meeting to order at 1:19 PM for the **Pre-bid Conference of National Survey on the Awareness of Private Firms on the Philippine Competition Act and the Philippine Competition Commission** under **Request for Expression of Interest (REI) No. 201903-0075**.

II. Agenda

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> Ms. Bambao, member of the PBAC Secretariat, presented the eligibility, technical and financial documents required to be submitted, date of submission, and opening of bids. Ms. Ty, end-user representative, discussed the Terms of Reference for the project. 	



Discussion	Recommendation/ Agreements
<p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none"> In order to determine the awareness of private firms on the PCC and the PCA, a Service Provider will be engaged to conduct a national survey for small, medium and large business firms from the agriculture, forestry and fishery, industry and services sectors. <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> PhP 6,800,000.00 <p>D. Submission and Opening</p> <ul style="list-style-type: none"> Submission: 15 May 2019, 12:00 NN Opening: 15 May 2019, 1:00 PM <p>E. Question and Answer</p> <ul style="list-style-type: none"> Three (3) prospective bidders from ASPSI, SDS and ASCEND were present during the pre-bid conference. The following were discussed/raised during the meeting: <ol style="list-style-type: none"> Atty. Celicious (ASCEND) asked if the respondents for the project will be selected by the supplier and how long will the End-user vet for the selected respondents. Ms. Ty responded that the end-user will vet for the selected respondents within twenty (20) days. Atty. Celicious (ASCEND) inquired on the basis of the sixty to ninety (60-90) minutes interview per respondent. Ms. Ty responded that the 60-90 minutes is the allowable time to answer the questionnaire. Ms. Quilloy (ASPSI) queried on the target respondents for each firm. Ms. Ty responded that ideally, the target respondents are anyone who is involved in the main operations of the firm. Ms. Quilloy (ASPSI) inquired if the three (3) respondents will be selected from one (1) small, one (1) medium and one (1) large company for the pilot testing of the questionnaires. Ms. Ty responded that there are no restrictions for the sampling of the respondents. 	<p>The PBAC shall issue a supplemental bid bulletin clarifying the qualifications of the target respondents</p>



Discussion	Recommendation/ Agreements
<p>5. Atty. Celicious (ASCEND) asked if the questionnaire will require approval from the Philippine Statistics Authority (PSA). Ms. Ty responded that it is part of the responsibility of the winning bidder to comply with the PSA requirements as necessary.</p> <p>6. Ms. Quilloy (ASPSI) asked if the bid documents may be purchased already or upon submission of the proposal. Ms. Bambao responded that the bid documents should be purchased prior to submission of the proposal.</p> <p>7. Mr. Cabaccang (SDS) inquired on the deadline of inquiries. Ms. Bambao responded that inquiries will be accepted within three (3) days. Atty. Basas added that the inquiries shall be formally addressed to the PBAC in written form.</p> <p>8. Atty. Celicious (ASCEND) asked if a representative from the end-user will join during the survey. Ms. Ty responded that representative may join in the actual survey as needed.</p>	

III. Adjournment:

There being no other matters to discuss, the pre-bid conference was adjourned at 1:56 PM.

Prepared by the PBAC Secretariat:


JESON C. DE LA TORRE
Head, PBAC Secretariat

Approved by:


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

