

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

Date: 11 September 2019

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

Present:

**PBAC Members**

- |                                  |   |                              |
|----------------------------------|---|------------------------------|
| 1. Chairperson                   | : | Atty. Joseph Melvin B. Basas |
| 2. Regular Member                | : | Atty. Ferdinand B. Redulla   |
| 3. Provisional Member            | : | Jeson Q. de la Torre         |
| 4. Provisional Member / End-user | : | Alvin U. Bosque              |

**PBAC Secretariat**

- |              |   |                           |
|--------------|---|---------------------------|
| 1. Head      | : | Jeson Q. De La Torre      |
| 2. Vice-head | : | Ma. Celeste S. Dizon      |
| 3. Member    | : | July R. Suing             |
| 4. Member    | : | Melody O. Dizon           |
| 5. Member    | : | Merry Lyn V. Bambao       |
| 6. Member    | : | Teejay Yoshiumi J. Sakuma |
| 7. Member    | : | Isabelo Miguel V. Abaño   |

**Bidder/s**

- |  |   |                 |
|--|---|-----------------|
| 1. Pronet Systems Integrated Network Solution Inc. (PSINS) | : | Marife Oria     |
| 2. PSINS   | : | Edmar Canin     |
| 3. Maximum Solutions Corp. (MSC)                           | : | Marita Quinal   |
| 4. Commsource Systems (CS)                                 | : | Joshua Florendo |
| 5. CS  | : | Janine Bercilla |

**I. Call to Order**

The PBAC Chairperson called the meeting to order at 1:05 PM for the **Pre-bid Conference on the Procurement of PCC Consolidated ICT Supplies, Materials, and Equipment (Project) under Invitation to Bid (IB) No. 201908-0175.**

**II. Agenda**

Discussion	Recommendations/ Agreements
<p><b>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</b></p> <ul style="list-style-type: none"> <li>• Ms. Bambao of PBAC Secretariat, presented the eligibility, technical and financial documents required for submission. Likewise discussed the proper sealing/packing and marking of envelopes, date of submission, and opening of bids.</li> <li>• The PBAC invited the potential bidders to comment on the Technical Specifications for the project.</li> </ul>	



Discussion	Recommendation/ Agreements
<p><b>B. Project Description and Technical Requirements</b></p> <ul style="list-style-type: none"> <li>The project aims to procure ICT supplies, materials and equipment for PCC personnel.</li> </ul> <p><b>C. Approved Budget for the Contract (ABC)</b></p> <ul style="list-style-type: none"> <li>The ABC for this project amounts to PhP 2,121,587.00</li> </ul> <p><b>D. Submission and Opening</b></p> <ul style="list-style-type: none"> <li>The deadline for the submission of bid is on 25 September 2019, 12:00 NN</li> <li>The opening of bid scheduled on 25 September 2019, 1:00 PM at the PCC Office.</li> </ul> <p><b>E. Question and Answer</b></p> <ul style="list-style-type: none"> <li>The following were discussed/raised during the meeting: <ol style="list-style-type: none"> <li>Ms. Oria of PSINS asked on delivery period for items numbers 5, 19, 20, 22, 23 and 26. Mr. Bosque. Mr. Bosque, end-user representative responded that the delivery period is fifteen (15) days. Ms. Bambao also clarified that the delivery period of seven to fifteen (7-15) days is stated in the Technical Specifications.</li> <li>Ms. Quinal of MSC asked if item 31 (Portable Uninterruptable Power Supply for Desktop) is a line-interactive or on-line. Mr. Bosque responded that Item no. 31 is on-line as indicated in the TOR.</li> <li>Ms. Quinal asked for the exact model of item 27 the Network Attached Storage. Mr. Bosque responded that the items of the Project cannot be referred to brands or models. Instead, the supplier may refer to the Technical Specifications indicated in the TOR. The PBAC Chairman further asked if the said item is a peripheral or stand-alone item, which was responded by Mr. Bosque in the affirmative.</li> <li>Ms. Quinal further asked if they can indicate "no bid" on items that are not available on their stock. Ms. Bambao responded that "no bid" may be indicated in the submission of bid if the item/s that is/are not available.</li> </ol> </li> </ul>	<p>All queries were clarified. As such, no Bid Bulletin shall be issued.</p>

**III. Adjournment:**

There being no other matters to discuss, the meeting for the Pre-Bid Conference was adjourned at 2:13 PM.

Prepared by:

  
**ENGR. TEEJAY YOSHIUMI J. SAKUMA**  
Member, PBAC Secretariat

Reviewed by

  
**JESON Q. DE LA TORRE**  
Head, PBAC Secretariat

Approved by:

  
**ATTY. JOSEPH MELVIN B. BASAS**  
PBAC Chairperson