

**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**

- |                       |   |                              |
|-----------------------|---|------------------------------|
| 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**

- |           |   |                           |
|-----------|---|---------------------------|
| 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. Ascend Inc. (ASCEND) | : | Atty. Rodrigo Celicious |
| 2. ASCEND               | : | Jeff Gatdula            |
| 3. ASCEND               | : | James Iliscupidez       |

**I. Call to Order**

The PBAC Chairperson called the meeting to order at 2:21 PM for the **Pre-bid Conference of Consulting Services for the Conduct of a Census on the Retail Fuel Market in Cities and Municipalities of Benguet and La Union** under Request for Expression of Interest (REI) No. 201903-0080.

**II. Agenda**

Discussion	Recommendations/ Agreements
<p><b>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</b></p> <ul style="list-style-type: none"> <li>• Mr. Fajutnao, member of the PBAC Secretariat, presented the eligibility, technical and financial documents required to be submitted, sealing/packing and marking of envelopes, date of submission and opening of bids.</li> <li>• Ms. Ty, provisional member of the PBAC, discussed the Terms of Reference 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>To monitor and analyze the practice of competition in markets that affect the Philippine economy, a Service Provider will be engaged to conduct a census on retail fuel products in select cities and municipalities.</li> </ul> <p><b>C. Approved Budget for the Contract (ABC)</b></p> <ul style="list-style-type: none"> <li>PhP 2,500,000.00</li> </ul> <p><b>D. Submission and Opening</b></p> <ul style="list-style-type: none"> <li>Submission: 15 May 2019, 12:00 NN</li> <li>Opening: 15 May 2019, 2:00 PM</li> </ul> <p><b>E. Question and Answer</b></p> <ul style="list-style-type: none"> <li>ASCEND, a potential bidder was present during the conference.</li> <li>The following were discussed/raised during the meeting: <ol style="list-style-type: none"> <li>Atty. Celicious (ASCEND) whether that managers of gasoline service stations shall be included as respondents . Ms. Ty (Provisional member / End-user) concurred and others involved in the actual operations may also be included but not the owners of the gasoline service stations.</li> <li>Mr. Iliscupidez (ASCEND) asked if all gas stations will be included. Ms. Ty responded that gas stations with retail fuel pumps are the only stations to be included.</li> <li>Mr. Iliscupidez asked for specific documentations like face-to-face interviews and photos in the monitoring of the fuel prices. Ms. Ty responded that said documentations is not required but may be used for verification purposes.</li> <li>Mr. Gatdula (ASCEND) asked for the frequency of the fuel price monitoring. Ms. Ty responded that the price monitoring is on a weekly basis. Atty. Celicious asked on the specific day of the week to monitor the fuel prices. Atty. Basas advised ASCEND to monitor the pattern when the gas stations change their prices. Ms. Ty</li> </ol> </li> </ul>	



Discussion	Recommendation/ Agreements
advised ASCEND that the Department of Energy has references to price adjustments.	
5. Mr. Gatdula asked about the information that will be gathered from the managers and employees of the gas stations. Ms. Ty responded that the end-user will provide a draft questionnaire.	
6. Atty. Celicious asked if ASCEND will submit provisions on the data privacy act. Mr. Mordeno (BAC Member) responded that ASCEND will be responsible in securing the information gathered from the gas station.	
7. Mr. Iliscupidez asked if they will collect fuel prices of different grades. Ms. Ty responded that they can collect any fuel prices that is available in the area.	

**iii. Adjournment:**

There being no other matters to discuss, the meeting for the pre-bid conference was adjourned at 2:33 PM.

Prepared by the PBAC Secretariat:

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

Approved by:

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

