
PCC BIDS AND AWARDS COMMITTEE (PBAC)

Minutes of Pre-Bid Conference

“Procurement of Consulting Services to Conduct Social Media Advertising Placements for Stakeholder Awareness and Competition Enforcement”

Date: 18 June 2021; 1:30 PM

Venue: Teleconference through MS Teams

Present:

BAC Members

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|-----------------------|---|---------------------------------------|
| 1. Chairperson | : | Jeson Q. de la Torre |
| 2. Vice Chairperson | : | Atty. Ferdinand B. Redulla |
| 3. Regular Member | : | Allan Roy D. Mordeno |
| 4. Regular Member | : | Tristan A. Canare |
| 5. Regular Member | : | Atty. Shirley Mae O. Tabangcura-Dasco |
| 6. Provisional Member | : | Ferdinand L. Pagua |

BAC Secretariat

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|--------------|---|-----------------------------|
| 1. Head | : | Ma. Celeste S. Dizon |
| 2. Vice Head | : | Mark Jayson R. Fajutnao |
| 3. Member | : | Teejay Yoshiumi J. Sakuma |
| 4. Member | : | Anna Dominique M. Francisco |
| 5. Member | : | Nicky Jonna P. Pitallano |
| 6. Member | : | Isabelo Miguel V. Abaño |
| 7. Member | : | Bill A. Geslani |
| 8. Member | : | Meonel B. Nunez |
| 9. Member | : | Floricar G. Gonzalodo |
| 10. Member | : | Jonalyn F. Funa |

End-User

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|-------------|---|-----------------------------|
| 1. CKMO-KMD | : | Leanne Croisette N. Gorosin |
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Bidders

- | | | |
|--------------------|---|-------------------|
| 1. EON, Inc. | : | Moby Aragones |
| | : | Erielle Pineda |
| | : | Donna Marie Dy |
| | : | Nestor Sevilla |
| 2. Touch XDA, Inc. | : | Candice Rodriguez |
| | : | Katrina Distrajo |
| | : | Pam Vasquez |
| | : | Sam Lopez |
| 3. PurpleBug, Inc. | : | Beth Ogsila |
| | : | Jonna Coja |

I. Call to Order

The PBAC Chairperson called the meeting to order at 1:30 PM.

Discussion	Recommendations/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> • The PBAC through its secretariat presented and discussed the Part I of the Pre-Bidding conference – Eligibility Documents (Technical and Financial Components). The proper sealing and marking of the Bidding documents and the procurement general rules and procedures were likewise discussed. • Part II of the Pre-Bidding conference – Terms of Reference was presented and discussed by the end-user (CKMO-KMD). 	
<p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none"> • The overall objective of this plan is to raise public awareness about PCC and the PCA by sustaining the information dissemination begun through Multimedia Campaign Phase 1. Specifically, this engagement aims to develop a social media advertisement placement plan that will maximize the reach and effectiveness of advocacy materials produced under MCP1, among other IECs produced by PCC and maximize deployment of competition-related advocacy materials produced during MCP1 by boosting them in various social media platforms. <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> • The ABC for this project is Sixteen Million Sixty Thousand Three Hundred Eighty-Three Pesos (PhP16,060,383.00) <p>D. Date/ Time of Posting, Submission and Opening</p> <ul style="list-style-type: none"> • Date of Posting: 10 June 2021 • Deadline for Submission: 1 July 2021, 12:00 NN • Opening of Bids: 2 July 2021, 1:30 PM 	

Discussion	Recommendation/ Agreements
<p>E. Question and Answer</p> <p>Touch XDA, Inc. raised the following question and was responded by the end-user and PBAC Secretariat:</p> <ol style="list-style-type: none"> 1. Will there be a supplemental bid which contains the final TOR? The posted PBD contains the final and approved TOR. 2. Would like to confirm if e-signature is allowed in the CVs, making sure that the document contains the original signature by the authorized representative of the bidder? It is better if the CVs are signed originally by the personnel but the PCC also accepts the e-signature provided that each CVs contains the initial of the authorized representative. 3. Is there a cap for agency commission? No project cap was included/indicated in the TOR, anything related to the project will be charged to the total contract amount. 4. Is there a required presentation after the opening of technical documents/pitch presentation? No presentation required after the opening of technical documents. Presentation will happen during contract implementation. 5. May we know who will provide the materials for boosting? Materials will be provided by the PCC. 6. May we confirm if there is a maximum number of pages for Consultant's References? Attached documents i.e., certificate of completion? There is no maximum number of pages. However, submission of supporting documents would be better for the evaluation of the technical working group. Non-submission of supporting documents during the submission of Technical Proposal will not be a ground for disqualifications as long as there are certification of satisfactory completion from previous clients. 7. Are we allowed to e-mail clarifications up to three days from today? 	<p>All questions/concerns were adequately answered and clarified, thus, no bid bulletin will be issued.</p>

Discussion	Recommendation/ Agreements
<p>E-mail clarifications from the bidder's authorized representative is allowed within three calendar days after the scheduled pre-bidding conference.</p> <p>EON, Inc. raised the following question and was responded by the end-user:</p> <p>8. Should documents be physically signed, or will you accept e-signature?</p> <p>It should be wet signature.</p> <p>9. On the submission of documents is e-bid submission allowed?</p> <p>The system is currently on maintenance hence, only physical submission is allowed.</p>	

II. Adjournment:

There being no other matters to discuss, the meeting for the pre-bid conference was adjourned at 2:18 PM.

Prepared by the PBAC Secretariat:


ANNA DOMINIQUE M. FRANCISCO
 PBAC Secretariat

Approved by:


JESON Q. DE LA TORRE
 PBAC Chairperson