

## PCC BIDS AND AWARDS COMMITTEE (PBAC)

### Minutes of Negotiation / Pre-Bid Conference “Consulting Services for the Issues Paper on Refined Petroleum Industry in the Philippines”

Date: 25 October 2019; 2:00 PM

Meeting Room 3, 25/F Tower 1, Vertis North Corporate Center, North Avenue, Quezon City

Present:

#### BAC Members

- |                     |   |                            |
|---------------------|---|----------------------------|
| 1. Vice Chairperson | : | Atty. Ferdinand B. Redulla |
| 2. Regular Member   | : | Atty. Lianne Ivy P. Medina |
| 3. Regular Member   | : | Mr. Allan Roy D. Mordeno   |

#### BAC Secretariat

- |              |   |                             |
|--------------|---|-----------------------------|
| 1. Vice Head | : | Ms. Ma. Celeste S. Dizon    |
| 2. Member    | : | Ms. Melody O. Dizon         |
| 3. Member    | : | Ms. Merry Lyn V. Bambao     |
| 4. Member    | : | Mr. Isabelo Miguel V. Abaño |

#### End-User

- |                     |   |                           |
|---------------------|---|---------------------------|
| 1. Economics Office | : | Carlos Juan Paolo L. Vega |
|---------------------|---|---------------------------|

#### Bidders

- |                       |   |                                    |
|-----------------------|---|------------------------------------|
| 1. CRC                | : | Mr. Perry Reyes                    |
| 2. DonPin Corporation | : | Mr. Carlos Santiago B. Tabona. PhD |
| 3. UPSE               | : | Ms. Nimfa Mendoza                  |

## I. Call to Order

The PBAC Vice-Chairperson called the meeting to order at 1:00 PM for the **Consulting Services for the Issues Paper on Refined Petroleum Industry in the Philippines** under **Invitation for Negotiated Procurement No. 201910-0224**.



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<b>PHILIPPINE COMPETITION COMMISSION</b>	<b>PHILIPPINE COMPETITION COMMISSION</b>
<p><b>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</b></p> <ul style="list-style-type: none"> <li>• The PBAC through its secretariat presented and discussed Part I of the Pre-Bidding conference – Documentary Requirements, and;</li> <li>• Part II of the Pre-Bidding conference – Terms of Reference was presented and discussed by the end-user (EO).</li> </ul>	
<p><b>B. Project Description and Technical Requirements</b></p> <ul style="list-style-type: none"> <li>• The Contractor shall comply with the following:             <ol style="list-style-type: none"> <li>(1) Submit and inception report including detailed work and financial plan in consultation with PCC;</li> <li>(2) Present the study framework in a PCC roundtable discussion;</li> <li>(3) Assign tasks to, monitor, and review work of a research assistant assigned to the project;</li> <li>(4) Work closely with the designated PCC Economist/s to quickly cascade the methodology in conducting market studies;</li> <li>(5) Conduct FGDs, Key Informant Interviews, or surveys with relevant stakeholders and resource persons’</li> <li>(6) Present the results in a research seminar’</li> <li>(7) Draft Report and be published as a PCC working paper, (8) Present findings through public consultation, and;</li> <li>(8) Draft a policy brief with the assistance of PCC Economists as a by-product of the issues paper.</li> </ol> </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 is PhP 1,980,000.00.</li> </ul>	
<p><b>D. Date/ Time of Posting, Submission and Opening</b></p> <ul style="list-style-type: none"> <li>• Deadline for Submission: 30 October 2019, 12:00 NN</li> <li>• Opening of Bids: 30 October 2019, 01:00 PM</li> </ul>	

Question	Recommendation/Response
<p><b>E. Question and Answer</b></p> <p>The following questions/ concerns were raised during the meeting:</p> <ol style="list-style-type: none"> <li>1. Ms. Ty, end-user representative, asked the bidders if they will participate as individuals. Ms. Bambao, PBAC Secretariat, informed the bidders that individuals need to submit its (1) BIR Certificate of Registration in lieu of the DTI Registration and Mayor's Permit and (2) Latest ITR as Consultant and, 3) PhilGEPS Registration.</li> <li>2. Ms. Mendoza inquired if they need to submit a copy of the DTI Registration and PhilGEPS Platinum membership. Ms. Bambao responded that under Section 24.1 of the Revised Implementing Rules and Regulations or RA 9184, For individual consultants not registered under a sole proprietorship, a BIR Certificate of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit.</li> <li>3. Ms. Nimfa clarify on the tax inclusion in the ABC. Ms. Bambao responded that the ABC is inclusive of all taxes.</li> <li>4. Ms. Kalalo informed the bidders that if the company is VAT registered, the applicable taxes are (1) the Final VAT of 5% and (2) the expanded withholding tax. The bid submission should be inclusive of all taxes.</li> <li>5. Ms. Mendoza inquired about the areas covered by the study. Ms. Ty informed the bidders that study covers Benguet, Baguio and an area in La Union.</li> </ol> <ul style="list-style-type: none"> <li>• For possible Supplemental/Bid Bulletin:</li> </ul> <ol style="list-style-type: none"> <li>1. Adoption of the following provisions in the Terms of Reference of the abovementioned project: Checklist of Requirements for (1) Corporation / Proprietorship / Partnership / Cooperative, and (2) Individual Consultant.</li> <li>2. Change of schedule for the deadline of submission and opening of bids.</li> </ol>	<p>PBAC will issue a Bid Bulletin to indicate the agreed necessary revision/s in the TOR.</p>

**II. Adjournment:**

There being no other matters to discuss, the meeting for the negotiation/pre-bid conference was adjourned at 2:40 PM.

Prepared by:



**ISABELO MIGUEL V. ABANO**  
Member, PBAC Secretariat

Reviewed by:



**MA. CELESTE S. DIZON**  
Vice-Head, PBAC Secretariat

Approved by:



**ATTY. FERDINAND B. REDULLA**  
PBAC Vice- Chairperson