

PCC BIDS AND AWARDS COMMITTEE (PBAC)

MINUTES OF PRE-BID CONFERENCE

for the

**“Procurement of Consultancy Services for the Conduct of Market Surveys among
Consumers**

REI No. 2021-06-0078”

Date: 14 July 2021

Venue: Microsoft Teams Teleconference

Present:

BAC Members

- | | | |
|-----------------------|---|-------------------------------|
| 1. Chairperson | : | Jeson Q. de la Torre |
| 2. Vice-Chairperson | : | Atty. Juan Antonio E. Arcilla |
| 3. Regular Member | : | Allan Roy D. Mordeno |
| 4. Regular Member | : | Atty. Shirley Mae T. Dasco |
| 5. Regular Member | : | Tristan A. Canare |
| 6. Provisional Member | : | Benjamin E. Radoc Jr. |

BAC Secretariat

- | | | |
|-------------------|---|-----------------------------|
| 1. Head | : | Ma. Celeste S. Dizon |
| 2. Assistant Head | : | Mark Jayson R. Fajutnao |
| 3. Member | : | Nicky Jonna Pitallano |
| 4. Member | : | Teejay Yoshiumi J. Sakuma |
| 5. Member | : | Isabelo Miguel V. Abaño |
| 6. Member | : | Meonel B. Nuñez |
| 7. Member | : | Anna Dominique M. Francisco |
| 8. Member | : | Floricar Gonzalodo |
| 9. Member | : | Bill A. Geslani |
| 10. Member | : | Raven Rein R. Villanueva |
| 11. Member | : | Ralph Riel N. Garcia |

End-User:

- | | | |
|-------|---|---------------------------|
| 1. EO | : | Antonio Miguel S. Ventura |
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Bidders:

- | | | |
|---|---|----------------|
| 1. Philippine Survey & Research Center Inc. | : | Ting de Guzman |
| 2. Philippine Survey & Research Center Inc. | : | Miko Cabalde |

I. Call to Order

The PBAC Chairperson called the meeting to order at 01:30 PM.

II. Agenda

Discussion	Recommendation/ Agreements
<p>A. Presentation (Purpose, Documentation, Timelines, Common Mistakes, etc.)</p> <ul style="list-style-type: none"> • The PBAC through its Secretariat presented the Part I of the Pre-Bidding conference, as follows: <ul style="list-style-type: none"> ➤ Technical Components ➤ Financial Components ➤ Sealing and Marking of Bidding Documents ➤ Important Schedules ➤ E-bid submission ➤ General Rules • Part II of the Pre-Bidding conference which is the Terms of Reference was presented by the end-user. <p>B. Project Description and Technical Requirements</p> <ul style="list-style-type: none"> • The procurement of consultancy services aims to facilitate data gathering and facts verification among respondents pertinent to PCC cases. Data gathered will be analyzed for use in research projects handled by PCC staff, cases involving mergers and acquisitions, competition enforcement, or cases under litigation or adjudication. <p>C. Approved Budget for the Contract (ABC)</p> <ul style="list-style-type: none"> • The ABC for the project is Two Million Fifty Thousand Pesos (PhP2,050,000.00), inclusive of all applicable government taxes and service. <p>D. Date/ Time of Submission and Opening of Bids</p> <ul style="list-style-type: none"> • Submission of Bids: 27 July 2021, 12:00NN • Opening of Bids: 27 July 2021, 01:30PM <p>E. Questions and Answers</p>	<p>All queries and clarifications were clarified. Thus, no Bid Bulletin shall be issued.</p>

- The PBAC Chairperson opened the table for questions, clarifications, and concerns regarding the procurement project:
 1. Ms. De Guzman of PSRC, Inc. queried if PCC needs a copy of the actual questionnaires accomplished.
 - Mr. Ventura of the end user responded that PCC does not need the copy of the eight hundred questionnaires but the final dataset instead.
 2. Mr. Miko Cabalde of PSRC, Inc. queried on the last day of raising possible question for the procurement project with regards to the preparation of technical & financial proposal.
 - Mr. Garcia, of the BAC Secretariat responded that Bidders may send written clarification to the PBAC within three (3) calendar days after the Pre-Bidding Conference.

- The PBAC Chairperson reiterated that the PCC is implementing a No Gift Policy and is not soliciting any money or favor for any purpose. Bidders should be aware of the scammers soliciting donations or gifts using PCC Officials' name.

III. Adjournment:

There being no other matters to discuss, the pre-bid conference was adjourned at 02:00PM.

Prepared by:


MARK JAYSON FAJUTNAO
PBAC Secretariat

Approved by:


JESON Q. DE LA TORRE
Chairperson, PBAC

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