



19 September 2018

**ASTI – BIDS AND AWARDS COMMITTEE**

**PRE-BIDDING CONFERENCE**

1:30 PM, 18 September 2018  
CSD Conference Room

**A. Call to Order**

Mr. Pedrito B. Mangahas, Chairman of the Bids and Awards Committee (BAC) - 1, called the meeting to order at 1:30 PM.

The following were also present:

**BAC-1 Members**

Rene C. Mendoza, *Chief Science Research Specialist*  
Joanna G. Syjuco, *Chief Science Research Specialist*  
Calvin Artemies G. Hilario, *Senior Science Research Specialist*  
Jay Samuel L. Combinido, *Senior Science Research Specialist*

**BAC Secretariat**

Cheraline A. Borja, *Administrative Officer III*

**End-user Representative**

Ian C. Mosquera *Science Research Specialist II*  
Charmaine Ann S. Manalo, *Sr. Science Research Assistant I*

**Bidder's Representative**

Jayralyn Villareal, *Philinstruments Corp*  
Ray An P. Alcantara, *EastAsia Solutions Technologies Corporation*  
Edwin Forcadela, *Ark One Solutions Inc.*  
DJ Martinez, *Ark One Solutions Inc.*  
Paulo Arcenal, *Ark One Solutions Inc.*  
Ryan Kho, *Ark One Solutions Inc.*  
Henry Sarmiento, *Unotronix Inc.*  
Mike Sy, *Jassen Harris Industries Corp.*  
Joel F. Manila, *Clean World Trading and Supplies, Inc.*  
Maribelle Uy, *Ace Electronic Technology, Inc.*  
Alex Nieves, *Ace Electronic Technology, Inc.*

**B. Discussion and Presentation of Agenda**

Mr. Pedrito B. Mangahas acknowledged the presence of the prospective bidders, as well as the BAC-1 committee, BAC Secretariat, and end-users.

Mr. Mangahas announced the Pre-Bidding Conference of the following projects:

PROCUREMENT PROJECT DESCRIPTION/DETAILS	TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC)
Invitation to Bid No. 18-08-2072 Purchase Request No. GAA-18-08-6211 Supply and Delivery of Probe Type Sensor and Other items	Php21,239,300.00

<p style="text-align: center;">Invitation to Bid No. 18-08-2073 Purchase Request No. GAA-18-08-6227 Supply and Delivery of ASTI-Designed Datalogger and Other items</p>	<p>Php18,903,755.00</p>
<p style="text-align: center;">Invitation to Bid No. 18-08-2074 Purchase Request No. GAA-18-08-6328 Supply and Delivery of Various Electronic and Embedded Supplies</p>	<p>Php1,924,313.00</p>
<p style="text-align: center;">Invitation to Bid No. 18-08-2075 Purchase Request No. GAA-18-08-6441 Supply and Delivery of Sunshine Duration Sensor and Other items</p>	<p>Php3,542,200.00</p>
<p style="text-align: center;">Invitation to Bid No. 18-09-2102 Purchase Request No. GAA-18-08-6537 Supply and Delivery of Log Periodic Antenna and Other items</p>	<p>Php1,889,020.00</p>

Mr. Mangahas asked the BAC Secretariat to play the DOST-ASTI's video presentation for Public Bidding – Goods and Services explaining the requirements and procedure of submission of bids. He reiterated that should there be any discrepancy between the video presentation and the bidding documents, the latter shall prevail.

Mr. Mangahas requested that the questions of the prospective bidders to be asked during the Pre-Bidding conference must be put in writing. It needs to be written so that the BAC Secretariat can formally reply through the issuance of a Supplemental/Bid Bulletin.

Mr. Mangahas reiterated the timeline of procurement activities reflected in the Invitation to Bid.

Mr. Mangahas explained the contents of the Bidding Documents per procurement project. The following questions was raised by the prospective bidders:

PROCUREMENT PROJECT DESCRIPTION/DETAILS	PROSPECTIVE BIDDER QUERY	REPLY/CLARIFICATION
<p style="text-align: center;">Invitation to Bid No. 18-08-2072 Purchase Request No. GAA-18-08-6211 Supply and Delivery of Probe Type Sensor and Other items</p>	<p>The BAC Chairperson instructed to remove "g. Calibration certificates for sensors" in the additional requirements of the Bid Data Sheet. Instead, it should be included in the technical specifications of applicable items.</p>	
	<p>Are two (2) samples of actual unit as part of post-qualification required for items with only 2 or 3 quantities needed?</p>	<p>End-user said that they already made changes in the technical specifications and it will be reflected in the Supplemental/ Bid Bulletin.</p>
	<p>What parameters are required in Item no. 9?</p>	<p>End-users will discuss the matter.</p>
	<p>Are detailed mechanical drawing and data sheet of the connectors should be submitted as part of Post-Qualification?</p>	<p>It should be part of the Product Brochure and should be submitted during bid opening.</p>
<p style="text-align: center;">Invitation to Bid No. 18-08-2073 Purchase Request No. GAA-18-08-6227 Supply and Delivery of ASTI-Designed Datalogger and Other items</p>	<p>The BAC Chairperson instructed the removal of "4. Must be licensed by ASTI." in the technical specification of Item no. 1.</p> <p>Prospective bidder/s may request for Bill of Materials.</p>	
	<p>The BAC Chairperson and end-users agreed the removal of "5. Supplied with comprehensive, traceable, calibration certificates" in the technical specification of Item no. 2.</p> <p>It was reiterated that Mechanical Drawing must be included in their bid.</p>	
	<p>The "Overall design will be provided by ASTI (available upon signing of Non-Disclosure Agreement)" must be included in the technical specification of Item No. 2.</p>	

	<p>Technical Specifications: Item No. 9</p> <p><b>FROM:</b> A. General Power Board 1 and 2 (Qty.: Power Board 1 – 50 pcs; Power Board 2 – 50 pcs)</p> <p><b>TO:</b> A. General Power Board 1 and 2 (Qty.: Power Board 1 – 150 pcs; Power Board 2 – 150 pcs)</p> <p>Are two (2) samples of actual unit as part of post-qualification required for items with only 2 or 3 quantities needed?</p>
<p>Invitation to Bid No. 18-09-2102 Purchase Request No. GAA-18-08-6537 Supply and Delivery of Log Periodic Antenna and Other items</p>	<p>The prospective bidders were encouraged to review the bidding documents and email if there are further questions/concerned.</p>
<p>Invitation to Bid No. 18-08-2074 Purchase Request No. GAA-18-08-6328 Supply and Delivery of Various Electronic and Embedded Supplies</p>	
<p>Invitation to Bid No. 18-08-2075 Purchase Request No. GAA-18-08-6441 Supply and Delivery of Sunshine Duration Sensor and Other items</p>	


**C. Action Plan**

Action Item/s	Due Date	Person Responsible	Remarks
SBB	7 Calendar Days before the schedule of Bid Opening	BAC Secretariat	None

**D. Adjournment**

The Pre-Bidding Conference was adjourned at around 3:45 in the afternoon.

Prepared by:

  
**CHERALINE A. BORJA**  
 Member, BAC Secretariat

Approved by:

  
**PEDRITO B. MANGAHAS**  
 Chairperson, BAC-1