



25 September 2018

ASTI – BIDS AND AWARDS COMMITTEE

PRE-BIDDING CONFERENCE

1:30 PM, 24 September 2018
 SSED Conference Room

A. Call to Order

Mr. Paul John M. Serrano, Chairman of the Bids and Awards Committee (BAC) - 2, called the meeting to order at 1:30 PM.

The following were also present:

BAC-2 Members

Peter Antonio B. Banzon, *Chief Science Research Specialist*
 Alvin E. Retamar, *Chief Science Research Specialist*
 Emmanuel P. Balintec, *Supervising Science Research Specialist*
 Narcisa Juvilyn C. Castañeda, *Planning Officer III*

BAC Secretariat

Cheraline A. Borja, *BAC Secretariat Member*

End-user Representative

Calvin Artemies G. Hilario, *Senior Science Research Specialist*
 George Mesina, *Science Research Specialist I*
 Rocell Niño Vicente, *Science Research Specialist I*

Bidder's Representative

Henry Sarmiento, *Unotronix, Inc.*
 Larry Pantoja, *We Are I.T. Philippines Inc.*
 Pet Reforsado, *We Are I.T. Philippines Inc.*
 Roselle Camat, *Powercraft Solutions & Data Infrastructure Inc.*
 Tescel Cabrera, *Powercraft Solutions & Data Infrastructure Inc.*

B. Discussion and Presentation of Agenda

Mr. Serrano acknowledged the presence of the prospective bidders, as well as the BAC-2 committee, BAC Secretariat, and end-users.

Mr. Serrano announced the Pre-Bidding Conference of the following items:

PROCUREMENT PROJECT DESCRIPTION/DETAILS	TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC)
Invitation to Bid No. 18-09-2105 Purchase Request No. GAA-18-06-5907 Supply, Delivery, and Installation of Satellite Modem System	Php11,200,000.00
Invitation to Bid No. 18-09-2109 Purchase Request No. GAA-18-08-6570 Supply, Delivery, and Installation of UPS	Php1,250,000.00

Invitation to Bid No. 18-09-2110 Purchase Request No. GAA-18-08-6409 Supply and Delivery of Various Laptop Computers for PEDRO Center and PREGINET	Php450,000.00
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Mr. Serrano 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.

Mr. Serrano reiterated that if one document in the PhilGEPS Platinum Certificate is expired, all the documents in the certificate, whether expired or not, must be attached.

Mr. Serrano stated the specific instructions regarding the Statement of Compliance that nothing else, other than COMPLY and NOT COMPLY, should be written.

Mr. Serrano communicated the revised timeline of the procurement activities to the prospective bidders. The timeline is as follows:

Activity	Schedule
Deadline of Potential Bidder's Clarification	28 September 2018
Deadline of Supplemental/ Bid Bulletin	01 October 2018
Date and Time of Submission of Bids	08 October 2018, 12:00 NN
Date and Time of Opening of Bids	08 October 2018, 1:30 PM (ITB No. 18-09-2105)
	08 October 2018, 2:00 PM (ITB No. 18-09-2109)
	08 October 2018, 2:30 PM (ITB No. 18-09-2110)

Other concerns raised during the Pre-Bidding Conference by the prospective bidders, but they were also advised to put it in writing:

- Customer's feedback form is **preferably** from the client with the Single Largest Completed Contract (except DOST-ASTI)
- Place of delivery of Satellite Modem System
- Training for the Satellite Modem System (i.e., no. of days of training, presentation equipment, etc.)
- Prospective bidder's eligibility requirements/qualifications for the UPS

Mr. Serrano encouraged the potential bidders to send their clarification or inquiries to the BAC Secretariat.


C. Action Plan

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

D. Adjournment

The Pre-Bidding Conference was adjourned at around 2:45 in the afternoon.

Prepared by:


CHERALINE A. BORJA
 Member, BAC Secretariat

Approved by:


PAUL JOHN M. SERRANO
 Chairperson, BAC-2