

26 February 2019

**ASTI – BIDS AND AWARDS COMMITTEE**

**PRE-BIDDING CONFERENCE FOR THE SUPPLY AND DELIVERY OF  
SYNTHETIC APERTURE RADAR PROCESSING SOFTWARE**

1:30 PM, 26 February 2019  
ASTI 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**

Alvin E. Retamar, *Chief Science Research Specialist*  
Emmanuel P. Balintec, *Supervising Science Research Specialist*  
Glenn Vincent C. Lopez, *Senior Science Research Specialist*  
Narcisa Juvilyn C. Castañeda, *Planning Officer III*

**BAC Secretariat**

Cheraline A. Borja, *BAC Secretariat Member*

**End-user Representative**

Julius M. Judan, *Science Research Specialist I*  
Joshua Frankie B. Rayo, *Science Research Specialist II*  
Nestor T. Olfindo, *Supervising Science Research Specialist*

**Bidder's Representative**

Josephine A. Minerva, *Geo-Surveys & Mapping, Inc.*  
Jobel N. Buban, *Geo-Surveys & Mapping, Inc.*  
Aileen B. Salvador, *Geo-Surveys & Mapping, 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 for the Supply and Delivery of Synthetic Aperture Radar Processing Software with an Approved Budget for the Contract of Ten Million Five Hundred Thousand Pesos Only (Php10,500,000.00)

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, including procurement project/s with Term Sheet (compliance on each page), that nothing else, other than COMPLY and NOT COMPLY, should be written.

Mr. Serrano reiterated that bidders are also required to modify the form for Technical Specification Compliance, including Term Sheet, to manifest amendments made in this Supplemental Bid Bulletin. In

addition to that, the bidders are also required to include an equivalent authorized reseller/distributor certificate in their bids.

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

| Activity                                     | Schedule                |
|--|-------------------------|
| Deadline of Potential Bidder's Clarification | 01 March 2019           |
| Deadline of Supplemental/ Bid Bulletin       | 04 March 2019           |
| Date and Time of Submission of Bids          | 11 March 2019, 12:00 NN |
| Date and Time of Opening of Bids             | 11 March 2019, 1:30 PM  |

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

- Support for maintenance updates
- Technical Demo/Presentation prior to awarding
- Schedule of Requirements

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 schedule of Bid Opening | BAC Secretariat    | None    |

#### D. Adjournment

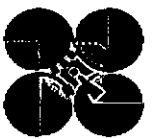
The Pre-Bidding Conference was adjourned at around 2:15 in the afternoon.

Prepared by:

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

Approved by:

  
**PAUL JOHN M. SERRANO**  
Chairperson, BAC-2



Republic of the Philippines  
 Department of Science and Technology  
**ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE**



ASTI - FM 03-36  
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**BIDS AND AWARDS COMMITTEE**  
 Tuesday, 26 February 2019  
 ASTI Conference Room  
**PRE-BIDDING CONFERENCE**  
**ATTENDANCE SHEET**

| NAME                   | COMPANY                | EMAIL                     | TEL. NO.   | SIGNATURE          |
|------------------------|------------------------|---------------------------|------------|--------------------|
| Julius M. Judan        | Post-ASTI              |                           |            | <i>[Signature]</i> |
| JOSHUA FRANCIS B. RUYO | POST-ASTI              |                           |            | <i>[Signature]</i> |
| Josephine A. MINGUA    | J GARRONS Shipping Inc | jominerva@yahoo.com       |            | <i>[Signature]</i> |
| Jobel N. PILLAN        |                        | juban.jobel@gmail.com     | 7 633 2002 | <i>[Signature]</i> |
| GILEEN B. SALVADORI    |                        | aleen.salvador@yahoo.com  |            | <i>[Signature]</i> |
| CHERALINE A. BORJA     | POST-ASTI              |                           |            | <i>[Signature]</i> |
| NESTOR F. OYIBUN, JR   | POST-ASTI              | nhofivade@astidost.gov.ph |            | <i>[Signature]</i> |
| Glenn Vincent C Lopez  | POST-ASTI              |                           |            | <i>[Signature]</i> |
| Paul John SORIANO      | "                      |                           |            | <i>[Signature]</i> |
| EMMANUEL DAUNTEC       | POST-ASTI              |                           |            | <i>[Signature]</i> |
| JUVILAN KRSTAVIC       | POST-ASTI              |                           |            | <i>[Signature]</i> |
| ALVIN E. PETAÑA        | POST-ASTI              |                           |            | <i>[Signature]</i> |

ITB No. 19-02-2304 Supply and Delivery of Synthetic Aperture Radar Processing Software