



MINUTES OF BAC MEETING
HO-BAC-PGCS No. 013-2018

DATE : 07 May 2018
TIME : 11:00 a.m.
VENUE : Function Room B, 7th Floor, PPA Bldg.
ATTENDANCE :

BAC Members:

Adrian Ferdinand S. Sugay	-	Chairperson
Angelina A. Llose	-	Vice-Chairperson
Danah S. Jaramillo	-	Regular Member
Josephine M. Napiere	-	Regular Member
Jan Pearl F. Portugal	-	Regular Member
Reynand C. Parafina	-	Provisional Member, PPDD
Antonio C. Ignacio, Jr.	-	Provisional Member, ASD

Observers:

Almario Calceña	-	COA
Veronica Rivera	-	COA

Other Attendees:

Lolita D. Solis	-	Head, Secretariat
Mitchie F. Manatad	-	Member, TWG
Charlemagne V. Santillan	-	Member, TWG
Sharon V. Oliveros	-	Member, TWG
Jenneliza D.L. Rebong	-	Member, TWG
Hanes Louise Alivio	-	ASD
Fernando Gonzales	-	PPDD
Menandro Nantin	-	PPDD
Maylyn Acuña	-	PPDD

Contractors' Representatives:

Douglas Lacuanan	-	Functional, Inc.
Nenita Peñaflor	-	Functional, Inc.

CALL TO ORDER:

The Head, BAC Secretariat read the attendance of the BAC Members, TWG

Members and Bidder's Representatives. After the quorum had been duly certified, the Chairperson called the Meeting to order at 11:02 a.m.

HIGHLIGHTS:

1. The Chairperson presented the Agenda items, as follows: 1) Approval of Minutes of the previous BAC meeting HO-BAC-PGCS No. 012-2018 (25 April 2018); and 2) Pre-bid Conference for the following projects: a) Construction of Mobile Shower Rooms for Port Management Offices; and b) Supply and Delivery of Engineering Plotter.
2. The Minutes of the previous BAC meeting HO-BAC-PGCS No. 012-2018 (25 April 2018) was approved, as presented.
3. Pre-bid Conference for the following projects:
 - 3.1 The objective of the Pre-Bid Conference is to clarify and/or explain any of the requirements, terms, conditions, and specifications stipulated in the Bidding Documents.
 - 3.1.1 Construction of Mobile Shower Rooms for Port Management Offices
 - 3.1.1.1 The Head, BAC Secretariat informed the Committee that there were no prospective bidder/s yet for the project.
 - 3.2 Supply and Delivery of Engineering Plotter
 - 3.2.1 Upon opening the floor for inquiries and clarifications, Mr. Lacuanan, representative of Functional, Inc. raised the following:
 - a) PPA should require every bidder to submit a Certificate of Exclusive Distributorship as an assurance and safety measure of the Authority for the availability of spare parts and all other consumables of the Plotter.

The Head, BAC Secretariat inquired from the Committee if it is necessary to issue a Supplemental Bid Bulletin, considering that only the submission of brochures is required in the Bid Documents, specifically in the Bid Data Sheet. The Chairperson answered that it is not necessary. Atty. Alivio stated that it has been a practice that only a Certificate of Authorized Distributorship is required from the prospective bidders. She explained that the winning bidder will be required to submit a Certificate of Exclusive Distributorship and a negotiation will be conducted for the consumables.
 - b) Mr. Lacuanan told the Committee that should they be the winning bidder, they will be delivering an Océ ColorWave 700 which is a higher model plotter than what is specified in the bid documents.

Atty. Sugay inquired from Engr. Parafina if they have conducted a research on the latest model of the plotter to be procured. Engr. Parafina answered that the procurement for the plotter was requested by PPDD two (2) years ago, hence, the specifications and model was not the latest.

The Committee resolved to issue a Supplemental Bid Bulletin to reflect a more updated, higher specifications of the plotter and within the ABC.

- c) Mr. Lacuanan likewise stated that there will be no additional expense on the part of PPA relative to the plotter with higher specifications and that it is compatible with the technological system of PPA. According to him, they have been providing services to PPA for years, thus, they guaranty its compatibility.
- 4 There being no other matters to be discussed, the meeting adjourned at 11:26 a.m.

Certified Correct:


LOLITA D. SOLIS
Head, BAC Secretariat

Approved:


ADRIAN FERDINAND S. SUGAY
Chairperson, BAC-PGCS