



MINUTES OF BAC MEETING
HO-BAC-PGCS No. 021-2018

DATE : 25 July 2018
TIME : 10:00 a.m.
VENUE : Function Room B, 7th Floor, PPA Bldg.
ATTENDANCE :

BAC Members:

Mark Jon S. Palomar	-	Chairperson
Angelina A. Llose	-	Vice-Chairperson
Danah S. Jaramillo	-	Regular Member
Josephine M. Napiere	-	Regular Member
Antonio C. Ignacio, Jr.	-	Provisional Member, End-User
represented by Eduardo C. Alvarez		

Observer:

Susan Rivera	-	VACC
--------------	---	------

Other Attendees:

Lolita D. Solis	-	Head, Secretariat
Mitchie F. Manatad	-	Member, TWG
Charlemagne V. Santillan	-	Member, TWG
Milagros Lourdes P. Perez	-	Member, TWG
Sharon V. Oliveros	-	Member, TWG
Edwina Rita P. Estilon	-	Member, TWG
Hanes Louise M. Alivio	-	TWG End-User/ASD
Victoria Gorre	-	End-User/HRMD

Contractor's Representatives:

Maila Roberta Padpad-Banaag	-	Inaiec Aviation Corporation
Reyna May Santiago	-	Inaiec Aviation Corporation
Mylene Valencia	-	Inaiec Aviation Corporation
Riesman Kurt Parcon	-	Asian Aerospace
Kenneth Eric Garcia	-	Asian aerospace
Joshniel Quesada	-	Secure Air

CALL TO ORDER:

The Head, BAC Secretariat read the attendance of the BAC Members, TWG Members and Bidders' Representatives. After the quorum had been duly certified, the Chairperson called the Meeting to order at 11:24 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. 020-2018 (06 July 2018); 2) Pre-Bid Conference for the PPA Aircraft Charter; and 3) Other Matters: Pre-Procurement Conference for the Supply and Delivery of Uniforms for PPA Personnel.
2. The Minutes of the previous BAC meeting HO-BAC-PGCS No. 020-2018 (06 July 2018) was approved, as presented.
3. Pre-Bid Conference for the PPA Aircraft Charter
 - 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.
 - 3.2 Upon opening the floor for inquiries and clarifications, Mr. Parcon, representative of Asian Aerospace asked clarifications on the following:
 - 3.2.1 On the technical specification for the fixed-wing aircraft: If PPA will accept a proposed Thermo-Jet Engine Aircraft instead of a Twin Engine Turbo Propeller. The Committee clarified that the proposal will be accepted as long as the bidder meets the minimum requirements set by PPA. If the bidder intends to submit higher specifications, it would be better.

Moreover, Mr. Parcon informed the Committee that the thermo-jet engine is also a twin engine. He manifested that their concern is on the performance of the aircraft.

When asked whether the landing runway requirement for the thermo-jet and the propeller is the same, Mr. Parcon affirmed. According to him, their proposed aircraft is tailored-fit for runways in the Philippines. Atty. Alivio emphasized that the bidder should take into consideration that PPA will not just utilize the NAIA runways hence, the aircraft should be able to land elsewhere especially during emergency cases and for purposes of port inspections.
 - 3.2.2 On the Insurance Coverage: Mr. Parcon asked if they can submit higher insurance coverage. The Committee reiterated that compliance with the minimum requirements will suffice.
 - 3.2.3 With regard the authentication of licenses, the Committee clarified that CAAP should certify the authenticity of the licenses.

- 3.3 Mr. Quesada, representative of Secure Air raised his concern on the slotting problem of aircrafts, particularly in the NAIA terminal. He suggested that a Certification from CAAP stating a special slotting and considerations for PPA should form part of the requirement on technical specifications. According to him, said certification will help PPA to ensure that they get a priority slot in order to avoid air traffic and to give PPA privileges to cater urgent flights.

Atty. Alivio replied that said certification from CAAP is not necessary.

4. Pre-Procurement Conference for the Supply and Delivery of Uniforms for PPA Personnel

- 4.1 Atty. Alivio of ASD presented the details and salient points of the proposed procurement, as follows:

- I. Introduction
- II. Scope of Services

This project shall be composed of two lots, namely:

- Lot 1 - For Manila-Based Personnel
 - 450 Complete Sets of Ready-to-Wear Uniforms (Hecho Derecho)
 - Labor and materials included
 - For Male : Polo with Logo on Pocket and Pants
 - For Female : Polo with Logo on Pocket and Pants/Skirt
- Lot 2 – For Personnel at PMOs Outside Metro Manila
 - 1,239 Complete Sets of Provisions/materials only
 - For Male : Fabric for Shirt/Polo Jack

Fabric for Pants

- * For Female : Fabric for Shirt/Polo Jack
Fabric for Pants/Skirt
- * Pre-cut pocket with PPA logo embroidery

- III. Specifications
- IV. Designs and Drawings
- V. Terms and Conditions
- VI. Approved Budget for the Contract (ABC)
 - The Approved Budget for the Contract (ABC) is TEN MILLION ONE HUNDRED THIRTY FOUR THOUSAND PESOS (PhP10,134,000.00).

- 4.2 On the Specifications: Percentage Share of Costings – The Committee suggested that the computations should be revised. It was agreed that the budget allocation for the labor should be higher than the materials. Atty. Alivio explained that the quotations that were presented were based from three service providers of different government agencies.

Moreover, it was clarified there will only be one (1) bidding for the two (2) lots, for purposes of uniformity of materials both for the Head Office and the PMOs. The Committee commented that the term 'Lot' should be replaced by the word 'Set'.

The Committee suggested that prices should be canvassed from textile markets and not from the service providers and that four (4) sets of uniform was suggested.

- 4.3 The End-user assured that they will re-submit a revised TOR, taking into consideration all the concerns and comments of the Committee.
5. There being no other matters to be discussed, the meeting adjourned at 12:12 p.m.

Certified Correct:


LOLITA D. SOLIS
Head, BAC Secretariat

Approved:


MARK JON S. PALOMAR
Chairperson, BAC-PGCS