



MINUTES OF BAC MEETING
HO-BAC-PGCS No. 017 -2018

DATE : 08 June 2018
TIME : 11:00 a.m.
VENUE : Function Room B, 7th Floor, PPA Bldg.
ATTENDANCE :

BAC Members:

Angelina A. Llose	-	Vice-Chairperson
Danah S. Jaramillo	-	Regular Member
Josephine M. Napiere	-	Regular Member
Jan Pearl F. Portugal	-	Regular Member
Elizabeth C. Follosco	-	Provisional Member, ICTD
Antonio C. Ignacio, Jr.	-	Provisional Member, ASD
- represented by Eduardo C. Alvarez		

Other Attendees:

Lolita D. Solis	-	Head, Secretariat
Mitchie F. Manatad	-	Member, TWG
Charlemagne V. Santillan	-	Member, TWG
Milagros Lourdes P. Perez	-	Member, TWG
Edwina Rita P. Estilon	-	Member, TWG
Jenneliza D.L. Rebong	-	Member, TWG
Hanes Louise M. Alivio	-	ASD
Gervacio Alfredo N. Balatbat	-	ICTD
John Leonardi H. Duque	-	ICTD

Contractor's Representatives:

Kristine Lomadilla	-	Trends & Technologies, Inc.
Jayvee S. Jagonoy	-	Infostorage Corporation
Jema Serrano	-	Infostorage Corporation

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 Vice-Chairperson called the Meeting to order at 11:00 a.m.

HIGHLIGHTS:

1. The Vice-Chairperson presented the Agenda items, as follows: 1) Approval of Minutes of the previous BAC meeting, HO-BAC-PGCS No. 016-2018 (01 June 2018); 2) Pre-Bid Conference for the Supply and Delivery of Maintenance Services for Enterprise Storage Array and Related Equipment; and 3) Other Matters: Post-Qualification Report on the Supply and Delivery of Engineering Plotter.
2. The Minutes of the previous BAC meeting HO-BAC-PGCS No. 016-2018 (01 June 2018) was approved, as presented.
3. Pre-Bid conference for the Supply and Delivery of Maintenance Services for Enterprise Storage Array and Related Equipment.
 - 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, Ms. Lomadilla, representative of Trends & Technologies, Inc. raised the following:
 - 3.2.a. Sealing of Bid Documents to be submitted: On the required sealing of bid documents to be submitted, the Head, BAC Secretariat explained that there should be two (2) sealed packages, one (1) for the technical proposal and the other for the financial proposal. Each package should contain seven (7) copies, one original and six (6) duplicate copies, each individually wrapped in an envelope, properly book-bound/hard-bound with hard cover and corresponding index tabs. Likewise, the prospective bidder was informed that a Platinum PhilGeps Certificate of Registration must be submitted, but in the absence thereof, the updated Mayor's Permit, Tax Clearance and SEC/DTI Registration can be submitted. She emphasized that forms must be completed without any alterations to their format and no substitute form shall be accepted.
 - 3.2.b With regard the clarification in case there are additional questions and clarifications after the pre-bid conference, the Head, BAC Secretariat informed the prospective bidder that the timeframe for the issuance of a bid bulletin prior to the scheduled opening of bids should be considered. The Committee resolved that additional questions and clarifications of the prospective bidders must be submitted, within the day.
4. Ms. Estilon, TWG Member, read the post-qualification report on Functional, Inc. After a motion duly made and properly seconded, the recommendation of the TWG that Functional, Inc. at its calculated bid price of Php3,780,000.00 be declared as the Single Calculated and Responsive Bid pursuant to the 2016 Revised IRR of RA 9184, was adopted by the Committee.

5. There being no other matters to be discussed, the meeting adjourned at 11:20 a.m.

Certified Correct:



LOLITA D. SOLIS
Head, BAC Secretariat

Approved:



ADRIAN FERDINAND S. SUGAY
Chairperson, BAC-PGCS