



MINUTES OF BAC MEETING  
HO-BAC-PGCS No. 024-2018

DATE : 24 August 2018  
TIME : 3:00 p.m.  
VENUE : Function Room A, 7<sup>th</sup> 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
Elizabeth C. Follosco	-	Provisional Member, End-User
Froilan U. Caturla	-	Provisional Member, End-User
Antonio C. Ignacio, Jr.	-	Provisional Member, End-User
-represented by Eduardo C. Alvarez		

Other Attendees:

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

Contractors' Representatives:

Archie Sebastian	-	La Macina, Inc.
Baby De Pedro	-	La Macina, Inc.
Apple Del Rosario	-	Risla Collection, Inc.
Ma. Bernadette Mendoza	-	Peridou
Raoul Vallero	-	Peridou
Danilo Onez	-	Peridou
Shirley Albanex	-	Ceratex
Clyjen Pelayo	-	Center Point Sales & Trading, 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 3:10 p.m.

## HIGHLIGHTS:

1. The Chairperson presented the Agenda items, as follows: 1) Approval of Minutes of the previous BAC meeting HO-BAC-PGCS No. 023-2018 (16 August 2018); 2) Post-Qualification Report for the Procurement of PPA Aircraft Charter; 3) Pre-Procurement Conference for the Technical Support Services for PPA's Core Applications Systems; and 4) Other Matters: a.) Pre-Bid Conference for the following projects: a.1) Supply and Delivery of Uniforms for PPA Personnel; and a.2) Supply and Delivery of Office Supplies.
2. The Minutes of the previous BAC meeting HO-BAC-PGCS No. 023-2018 (16 August 2018) was approved, as presented.
3. Post-Qualification Report for the procurement of PPA Aircraft Charter
  - 3.1 Ms. Perez, TWG Member, read the post-qualification report for Inaec Aviation Corporation. Upon motion duly made and seconded, the recommendation of the BAC-TWG that Inaec Aviation Corporation, at its calculated bid price of PhP14,560,000.00, be declared as the Single Calculated and Responsive Bid, pursuant to the 2016 Revised IRR of RA 9184, was adopted by the Committee.
4. Pre-Procurement Conference for the Technical Support Services for PPA's Core Applications Systems
  - 4.1 Mr. Balatbat of ICTD presented the details and salient points of the proposed procurement, as follows:
    - Brief Background;
    - Objective;
    - Duration:
      - Period covered for the project is twelve (12) months;
    - Project Scope
      - The services to be rendered shall cover all systems identified including in-house applications that need to be interfaced with existing computerized systems for all PPA sites (government ports, private ports and privatized ports)
    - Scope of Services;
    - Bidder's Qualifications;
    - Service Level Agreement;
    - Approved Budget for the Contract
      - PhP13Million inclusive of 12% VAT
    - Delivery and Payment; and
    - Comparative Cost



4.2 Mr. Balatbat likewise explained the following:

4.2.1 On what will be the expected outlook in case the proposed technical support services for PPA's Core Applications System will be interfaced with different systems that PPA already have and plan to have. Mr. Balatbat explained that the present iPorts System has no integration yet with the AFMS while the POMS, which is the existing system is interfaced with AFMS. The idea is to replace POMS and the iPorts System will be interfaced with AFMS. He added that AFMS is a web certified by the Bureau of Internal Revenue (BIR) where receipts are system generated already. Moreover, he informed the Committee that the AFMS complies with the COA requirement for the Revised Chart of Accounts and provides support for some policy changes that may arise from issuance.

4.2.2 With regard the system for the issuance of cash tickets, Mr. Balatbat informed the Committee that it is still in the planning stage. The Consultant will need to input first the data from the ticketing process in order to develop a solution and Point of Sales (POS) devices.

4.2.3 With regard the existing e-ticket system in Batangas Port, Mr. Balatbat told the Committee that it is different with what they are proposing. According to him, the e-ticket was required by the POSD and not all stakeholders complied to it. The proposed procurement is a project of the Treasury Department and the intention is to replace the cash tickets. Thus, the consultant will design it in such a way that the Treasury Department will easily implement the system.

Furthermore, Ms. Follosco said that the ICTD will do the process simultaneously for the data gathering as input to the system and the iPorts will be interfaced to process the transfer thru the AFMS for the ledgers, etc., thru a contract with the provider. She also assured the Committee that there will be a clear guidelines for the stages of development of the system.

4.2.4 On how will the proposed system affect PPA's regulatory framework considering other bidding projects, Mr. Balatbat informed the Committee that upon implementation of the system, corresponding issuances pertaining to the changes of the policies must be secured. The implementation is always connected with the affected departments, hence close coordination with them is necessary.

4.2.5 The Vice-Chairperson inquired whether the developer mentioned by the GM during the budget hearing is included in the proposed procurement. Mr. Balatbat answered that it is not included and said developer is planned to be outsourced.

4.2.6 Atty. Manatad inquired on Item No. 5.2.2 of the TOR. She asked if a Solution Architect, with a total of ten (10) years' experience in the implementation of an integrated computerized port system is not part

of the seven (7) Oracle Certified Consultants of the eBusiness suite R12 ERP, as presented. She likewise asked what will be the basis for the determination and evaluation of the technical qualifications of the firm during the bidding. Mr. Balatbat explained that the firm needs the said position aside from those seven (7) Consultants, considering that it is an Overall Solutions for the POMS and AFMS interface. The firm should be composed of experts.

The Head, BAC Secretariat clarified whether the procurement will fall under Consultancy. Mr. Balatbat affirmed. The Head, BAC Secretariat then explained that since the project falls under Consultancy, the criteria for the evaluation of Consultants should be included in the TOR.

- 4.2.7 On whether the requirements and qualifications can be perceived as tailored-fit to one (1) prospective bidder, Mr. Balatbat answered "No". According to him, the prospective bidders will depend on the criteria prescribed by the Oracle itself. The number of Oracle Experts would depend on the number of experts certified by the Oracle Company.

On the exclusivity of an Oracle Partner, Mr. Balatbat clarified that a project pertaining to Oracle Support services is under direct contracting where only the Oracle Philippines can provide such services. According to him, the previous procurement project by the ICTD is in support of the software and/or the database. In those cases, only the Oracle Partners can provide the maintenance support yearly. Meaning, once the Agency procured its services, it is already tied-up to its support in order to get the latest versions and updates of the system.

As to the figures on how many Oracle Partners were certified by Oracle Philippines, Mr. Balatbat replied that the ICTD has no information regarding the matter. Also, he informed the Committee that there is no required number of years to become an Oracle Partners, as long as they are qualified and was certified by Oracle Philippines.

- 4.2.8 With regard the start of the twelve (12)-month period coverage for the project, Mr. Balatbat informed the Committee that although there is no exact date yet to commence the project, the requirements were prepared already and was discussed with the then Department Manager, Remedios Vercasi, together with the representatives from the BIR. It was also informed that during said discussion, the BIR suggested to have the Disk Operating System (DOS) rather than issuing cash tickets for the payment of parking, vehicle pass, etc.

- 4.3 The Committee suggested to conduct another pre-procurement conference to discuss thoroughly the TOR of the proposed project.



## 5. Other Matters:

### 5.1 Pre-Bid Conference for the following projects:

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.

#### 5.1.1 Supply and Delivery of Uniforms for PPA Personnel

Upon opening the floor for inquiries and clarifications, Mr. Sebastian, representative of La Macina, Inc. asked clarifications on the following:

- a) Whether the submission of prototypes is required during the opening of the bids. Atty. Alivio stated that under Item IV. Terms and Conditions of the Terms of Reference (TOR), bidders shall submit prototypes together with their bid proposal.

When asked if the submitted prototypes have no bearing on the qualification of the bidders, considering that the procurement will be based on the Lowest Calculated Bidder, Atty. Alivio replied that the submission of prototypes will guarantee that the fabric submitted during the opening of bids will be the same material to be used upon awarding of the contract.

- b) With regard the availability of swatches for the bidders to assure that the fabric they will offer is compliant to what is required, Atty. Alivio informed the prospective bidders that sample of materials and its equivalent can be viewed at the BAC office.
- c) On Section VI. Schedule of Requirements, Mr. Sebastian manifested his concern that they cannot comply with the prescribed timeframe. According to him, the thirty (30) days allotted time for the delivery period is not enough considering that they still have to request the fabric from the supplier and the embroidery of the logo will have to be done.

Ms. Mendoza, representative of Peridou agreed with the statements of Mr. Sebastian. According to her, considering the voluminous order of uniforms, the allotted time must be adjusted. She added that the additional time will ensure that the quality of the products will not be compromised.

The BAC agreed to issue a Supplemental Bid Bulletin amending the sixty (60) days delivery period for the uniforms of Manila-Based personnel to ninety (90) days and for personnel outside Metro Manila, from thirty (30) days to sixty (60) days.

- d) On the sizes of uniforms, the Committee informed the prospective bidders that it should be based on the actual sizes of PPA personnel.

#### 5.1.b Supply and Delivery of Office Supplies

Upon opening the floor for inquiries and clarifications, Ms. Pelayo, representative of Center Point Sales & Trading, Inc. asked clarifications on the following:

- a) Item No.23 ID Jackets of the TOR. Atty. Alivio clarified that the description is generic. The ID Jackets should be in standard size.
- b) Item No. 30 Numeric Keyboard. For the sample of the item, Atty. Alivio explained that it is a keyboard usually used by accountants. It is standard numeric keyboard with USB connector and there are images on the internet for the sample.
- c) Item No. 34 Paper Cutter Blades. Atty. Alivio explained to just divide the number of pieces required to the number of blades contained per tube.
- d) Item Nos. 40 and 41 Ring Binder. On the required number of rings or the required size of binder, Atty. Alivio answered that binder sizes are 1 and 2 inches. Ms. Napiere suggested that the length of the required binder should be specified. It should indicate A4-pre-cut size binder.
- e) Item No. 52 Automatic Air Freshener. Atty. Alivio informed that sample can be seen on the PPA elevators.
- f) The BAC agreed that Supplemental Bid Bulletins will be issued for Item Nos. 23, 40 and 41, incorporating the required specifications.

- 6 There being no other matters to be discussed, the meeting adjourned at 5:03 p.m.

Certified Correct:

  
**LOLITA D. SOLIS**  
Head, BAC Secretariat

Approved:

  
**MARK JONES. PALOMAR**  
Chairperson, BAC-PGCS