



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF MEETING**

July 2, 2019, 9:00 a.m.

Bids and Awards Committee Conference Room

**I. Attendance**

Chairperson: Assistant Secretary Achilles Gerard Bravo  
Internal Management Group (IM)

Vice Chairperson: Director Andrea Celene Magtalas  
Information and Communications Technology Systems Service

Members: Ms. Eden Pangilinan, Finance Service  
Director Thea Marie Corinne Palarca, Administrative Service (AS)  
Mr. Virgilio Umpacan, Jr., B.U.D.G.E.T. Representative

Technical Working Group:  
(TWG) Atty. Sarah Jane Abuel  
Ms. Jeana Lyn Caceres  
Ms. Darlene Reyes

Secretariat: Ms. Joyce Labao  
Atty. Roy Reyes  
Ms. Rhonna Regina Puno  
Mr. Joshua Allan Sugpatan (Intern)

End-User Representatives: Engr. Argee Sta. Barbara, AS-General Services Division (GSD)  
Ms. Maria Joselita Bernal, Corporate Planning and Management  
Service (CPMS)  
Ms. Rhonda Razel Hufano, CPMS  
Ms. Agnes Cipriano, Fiscal Planning and Reforms Bureau (FPRB)

Observers: Ms. Odessa Ann Taguibao, IM  
Mr. Jayvee Montecer, DBM-COA Representative

Bidder Representatives/  
Highly Technical  
Consultant (HTC): **HTC for the Budget and Treasury Management System (BTMS)**  
Ms. Helen Marquez, HTC

**Administration of Psychometric Exams for DBM Applicants  
and Employees**  
Ms. Bianca Gaela, People Dynamics, Inc.  
Ms. Janelle Gerodiaz, Vanguard Assessments and Behavioral  
Dynamics International Corporation  
Ms. Katrina Dulay, Vanguard Assessments and Behavioral  
Dynamics International Corporation

## II. Call to Order

The quorum was confirmed by the Secretariat; thus, the meeting was called to order at 9:00 a.m. by Assistant Secretary Achilles Gerard Bravo, Bids and Awards Committee (BAC) Chairperson

## III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions
<b>A. Negotiation Meeting</b>  1. <b>BTMS Rollout Project</b>	<ul style="list-style-type: none"><li>• The end-user presented the technical requirements of the Project. The Project is expected to be completed within six (6) months and shall be rolled-out to large spending agencies.</li><li>• The BAC conducted a Negotiation Meeting with Ms. Helen Marquez, and instructed the Secretariat to prepare the BAC Resolution, subject to the submission of Ms. Marquez of her PhilGEPS Registration number.</li></ul>
<b>B. Pre-bid Conference</b>  1. <b>Administration of Psychometric Exams for DBM Applicants and Employees</b>	<ul style="list-style-type: none"><li>• The two (2) short-listed consultants, namely: (i) Vanguard Assessments and Behavioral Dynamics International Corporation; and (ii) People Dynamics, Inc., attended the Pre-bid Conference.</li><li>• The TWG member-in-charge presented the technical and financial requirements of the Project, with emphasis on the common reasons for disqualification.</li><li>• The Bidder Representative of People Dynamics, Inc. informed the BAC that the signatory for Part 2 of the Bidding Documents will be different from that of Part 1, and inquired if that is allowed by the BAC.</li><li>• The BAC informed the Bidder Representative of People Dynamics, Inc. that having a different signatory in Part 2 of the Bidding Documents is allowed as long as both signatories are authorized to sign, as indicated in the Secretary's Certificate.</li></ul>

Topics/Issues	Comments/Decisions/Instructions
<p><b>C. Pre-procurement Conference</b></p> <p><b>1. Consultancy Services for the Environmental Compliance of the Department (LLDA)</b></p>	<ul style="list-style-type: none"> <li>• The end-user representative presented the Terms of Reference (TOR) for the Project, emphasizing that the said Project is expected to be completed in six (6) months and that it shall include the examination required to be taken by the Pollution Control Officers, among other requirements.</li> <li>• The BAC instructed the end-user to make the following modifications in the TOR: <ul style="list-style-type: none"> <li>1. State that the deadline for the deliverables may adjust due to factors that are beyond the control of the consulting firm; and</li> <li>2. Provide a more specific description of the items stated under the Qualifications of the Consulting Firm portion of the TOR.</li> </ul> </li> <li>• Since the project is expected to end in 2020 considering its 6-month timeline, the BAC suggested the use of Multi-Year Obligational Authority (MYOA).</li> </ul> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p style="text-align: center;"><b>Matter Arising</b></p> <p>The BAC Members instructed the Secretariat to suspend the posting of the Project until the MYOA is approved.</p> </div>
<p><b>D. Other Matters</b></p> <p><b>1. Projects to be approved for Direct Contracting</b></p> <p><b>2. Projects to be included in the Supplemental Annual Procurement Plan (SAPP)</b></p>	<ul style="list-style-type: none"> <li>• The BAC resolved to recommend the award of the following projects through Direct Contracting: <ul style="list-style-type: none"> <li>1. CD Asia Electronic Legal Publications (Legal Service);</li> <li>2. Kyocera Consumables for the 2<sup>nd</sup> and 3<sup>rd</sup> Quarters of 2019;</li> <li>3. Fargo Ultracart Consumables;</li> <li>4. Fargo Ribbon Consumables; and</li> <li>5. Preventive Maintenance of Kodak Scanners</li> </ul> </li> <li>• The following Projects are approved for inclusion in the SAPP: <ul style="list-style-type: none"> <li>1. Closed Circuit Television Surveillance Camera (ICTSS); and</li> <li>2. Energy Recovery Ventilation for the Arcache Building (AS-GSD)</li> </ul> </li> </ul>

Topics/Issues	Comments/Decisions/Instructions
<p><b>3. Status Report of the 2019 Annual Procurement Plan (APP)</b></p>	<ul style="list-style-type: none"> <li>• The BAC instructed the Secretariat to put the Project, "Brand New Passenger Elevators for the DBM Central Office," on hold, subject to the review by the end-user of the Project's cost estimates.</li> <li>• Ms. Joyce Labao of the BAC Secretariat presented the status report of the projects included in the 2019 APP, citing whether they have been awarded or procurement is ongoing, deferred, or put on hold due to the lack of technical specifications as shown in the attached Annex A.</li> </ul>

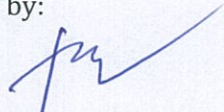
**IV. Adjournment**

There being no other matters to be discussed, the meeting was adjourned at 12:00 noon.

Prepared by:

  
**RHONNA REGINA B. PUNO**  
 Secretariat

Noted by:

  
**ACHILLES GERARD C. BRAVO**  
 Chairperson

2019 Procurement Projects Update  
As of 2 July 2019

## A. On Going Projects

No.	Procurement Program/Project	End-User	Mode of Procurement	Type	ABC	Status		Remarks	Last Action/ Date	Updates/BAC Instructions
						On-going				
1	Binding of Various Issuances	AS	NP-Small Value	MOOE	36,080.00	1		For Award	Last Action: Forwarded to FS for obligation Date: 27 June 2019	2-Jul-19
2	Printing and Delivery of Display Materials	FPRB	NP-Small Value	MOOE	26,000.00	1		needs to review requirement; sintra board; market prevailing price is higher than what was reflected in the market research	Last Action: RAD Date: 28 June 2019	FPRB to review specifications and submit their recommendation by 8 July 2019
3	Petroleum, Oil and Lubricants	AS	NP-2 Failed Bidding	MOOE	6,439,000.00	1		Failed; BAC recommends the end-user to review and propose for alternative	Last Action: Issuance of 2nd Extension	End-users to: 1. Present in the next BAC meeting their plan of action/ study.
4	Supply and Delivery of Drinking Water	AS	NP-Small Value	MOOE	700,000.00	1		Failed BAC recommends that end-user study a Multi-Year Contract	Last Action: RAD Date: 20 June 2019	The Secretariat discussed that this project is already on its 2nd extension which will end on 31 December 2019. The End-users are instructed to: 1) Prepare for contingencies (January 2020); 2) Submit its proposal/MYCA for Early Procurement.
5	Preventive Maintenance for Kodak Scanners	AS	Direct Contracting	MOOE	204,380.00	1		Needs BAC Resolution	Last Action: Completed all requirements for the Direct Contracting Date: 28 June 2019	
6	Conduct of Trainings and Briefings	BITS	NP-Lease of Venue	MOOE	461,534.00	1		delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
7	Lease of Venue for the Mid-term Review	CPMS	NP-Lease of Venue	MOOE	809,655.00	1		delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
8	Conduct of Forum/Workshop on Budget Reform Program (BRP)	FPRB	NP-Lease of Venue	MOOE	700,000.00	1		delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	

**2019 Procurement Projects Update  
As of 2 July 2019**

9	Conduct of Forum/Workshop on Budget Reform Bill (BRB) and its Implementing Rules and Regulations (IRR)	FPRB	NP-Lease of Venue	MOOE	700,000.00	1	delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
10	Venue for the Open Government Partnership Regional Dialogues-Luzon	FPRB	NP-Lease of Venue	MOOE	2,800,000.00	1	delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
11	Venue for the Open Government Partnership Regional Dialogues-Visayas	FPRB	NP-Lease of Venue	MOOE	2,700,000.00	1	delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
12	Venue for the Open Government Partnership Regional Dialogues-Mindanao	FPRB	NP-Lease of Venue	MOOE	1,700,000.00	1	delegated	Last Action: Requested End-users to update the BAC Date: 21 June 2019	
13	Projector	CPMS	NP-Small Value	CO	40,000.00	1	Through PS; needs to amend APP-CSE	Last Action: Informed CPMS to check the specs of the Projector available at PS and to confirm if the specs matches their requirement Date: 1 July 2019	
14	Replacement of Basketball Gym Flooring	AS	Public Bidding	CO	4,000,000.00	1		End-users to: 1. Submit new PFMP to reflect changes in the specifications and possible changes in the ABC	
15	Consulting Services for the LLDA and DENR permits of the DBM Central Office	AS	Public Bidding	MOOE	1,500,000.00	1		Deferred until a MYCA is approved. 2 July 2019 Target posting date: 2 weeks from 2 July 2019 (or 16 July 2019) or as soon as MYCA is approved.	End-users and the TWG to coordinate to: 1. Finalize bid documents; 2. Finalize criteria/qualification of the firm; 3. Put in "contingencies" and state that deliverables may be moved/ reasons for the delay of the deliverables. 4. Consider also if there are government agencies / sectors who can undertake the project.
					22,816,649.00	15			

2019 Procurement Projects Update  
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B. Deferred Projects

No.	Procurement Program/Project	End-User	Mode of Procurement	Type	ABC	Status		Remarks	Last Action/ Date	BAC Instruction 2-Jul-19			
						Deferred	1						
1	Data Plan with Tablet for DBM Senior Officials	AS	NP-Small Value	MOOE	570,000.00	1		End-user to present their study whether to: 1. MYCA; under Public Bidding; or 2. WETI under expansion to include tablet for Senior Officials End-users to communicate to the BAC whether these projects are: 1. Due for cancellation; 2. Proceed. Hence submit their specification/ complete documentation (ready for procurement) before NEP Last day to submit should be before the conduct of Early Procurement; or 3. Modified.					
2	Rehabilitation of Roofdeck	AS	Public Bidding	MOOE	15,000,000.00	1		These projects were deferred upon the request of the end-users through a memorandum dated 26 November 2018	Notice of deferment 26 Nov 2018	-If renovation of Multi-purpose will not push through, the 3 Million may be used for the replacement of Airconditioning units. -Drivers quarter and furnitures for Baguio Collage may be merged for the more important facility improvement of Baguio Collage.			
3	Improvement of Baguio Collage Furnitures, Fixtures and other Interiors	AS	Public Bidding	MOOE	1,000,000.00	1							
4	Improvement of Executive Lounge including Furnitures, Fixture, and Equipment	AS	Public Bidding	MOOE	3,000,000.00	1							
5	Improvement of DBM Multi-Purpose hall	AS	Public Bidding	MOOE	6,000,000.00	1							
6	Replacement of VRF Multi Split System for the DBM Building II	AS	Public Bidding	CO	10,000,000.00	1							
7	Arcache - Sewage Treatment Plant	AS	Public Bidding	CO	4,850,000.00	1							
8	Arcache - Solar Panel	AS	Public Bidding	CO	5,350,000.00	1							
9	Supply, Delivery, Installation, Testing, and Commissioning of Public Address System	AS	Public Bidding	CO	2,000,000.00	1							
10	Construction of Driver's Quarter at DBM Baguio Collage	AS	Public Bidding	CO	1,500,000.00	1							
11	Open Roads	ICTSS	Public Bidding	MOOE	5,155,000.00	1					These projects were deferred upon the request of the end-users through a memorandum dated 28 November 2018	Notice of deferment 28 Nov 2018	End-users to communicate to the BAC whether these projects are: 1. Cancelled 2. Proceed. Hence submit their specification/ complete documentation (ready for procurement) before NEP Last day to submit should be before the conduct of Early Procurement; or 3. Modify
12	Modern Government Electronic Procurement System (MGEPS)	ICTSS	Public Bidding	MOOE	105,300,000.00	1							
13	Procurement System (GATAMS) Government Assets Tracking and Management System (GATAMS)	ICTSS	Public Bidding	MOOE	15,000,000.00	1							
14	Digital Imaging Monitoring and Evaluation	ICTSS	Public Bidding	MOOE	20,000,000.00	1							
15	End Point Security Licenses	ICTSS	Public Bidding	MOOE	1,320,000.00	1							
16	Oracle License Support Subscription	ICTSS	NP-Small Value	MOOE	793,000.00	1							
17	e-Tech Library	ICTSS	Public Bidding	MOOE	3,000,000.00	1							
18	Supply, Delivery, and Installation of Isolation Security Platform for the DBM	ICTSS	NP-Small Value	MOOE	300,000.00	1							
					200,136,000.00	18							

2019 Procurement Projects Update  
As of 2 July 2019

No.	Procurement Program/Project	End-User	Mode of Procurement	Type	ABC	Status/ No Specs/ with Revisions	Remarks/ (Last Action/Date)	Update/ BAC Instruction
C. Projects with no Specs								
1	Additional Consulting Services for the Arcache Renovation	AS	Agency to Agency	MOOE	1,500,000.00	1	per email dated 16 Jan 2019, the end-users were advised to:  Procedures  1. The end-user unit shall justify to the BAC that the resort to Agency-to-Agency is more efficient and economical to the government; 2. It shall secure a certificate from the relevant officer of the Servicing Agency that the latter complies with all the foregoing conditions; 3. Based on the assessment and recommendation of the End-user unit, the BAC shall issue a Resolution recommending the use of Agency-to-Agency Agreement to the HoPE; and 4. The HoPE shall enter into a Memorandum of Agreement (MOA) with the Servicing Agency.  Date of Last Update: 4 Feb 2019	Cancelled. End-user to communicate formally to the BAC.
2	Structural Integrity Assessment of DBM Central Office	AS	Agency to Agency	CO	4,000,000.00	1	Same as above  1. The end-user unit shall justify to the BAC that the resort to Agency-to-Agency is more efficient and economical to the government; 2. It shall secure a certificate from the relevant officer of the Servicing Agency that the latter complies with all the foregoing conditions;	1. Verify if DPWH can undertake the project. 2. If yes, this project will be cancelled with the formal communication from the end-user.
3	Consultant/Facilitator for the 2019 Mid-term Review of Strategic Plans	CPMS	NP-Small Value	MOOE	105,000.00	1	End-users were requested to submit TOR. Date of Last Update: 28 June 2019	1. End-user to submit revised TOR; timetable; 2. If ABC will change, end-user to submit new PPMP.
4	Development of an Audio Video Production for the Budget Reform Program Communication Campaign and Trainings and the Budget Reform Bill	FPRB	Agency to Agency	MOOE	1,800,000.00	1	PMD received an informal advice that end-users will shift themode of procurement from A-to-A to Public Bidding.	1. If Public Bidding - end-user will submit new PPMP.
5	Development and Publication of Information Education Campaign (IEC) Materials on Budget Reform Program (BRP) and Budget Reform Bill (BRB)	FPRB	NP-Small Value	MOOE	240,000.00	1		1. End-user to submit revised TOR; timetable; on 9 July 2019.
6	Subscription of Magazine including Online Subscription	AS	NP-Small Value	MOOE	200,000.00	1		Communicate to the BAC if for cancellation.
7	Magazine Subscription	BITS	NP-Small Value	MOOE	31,070.00	1	Requested End-users to Submit PR/ List of Magazines	



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	AS	Public Bidding	MOOE	2,000,000.00	1	Deadline for submission of new Technical Specification is on 16 July 2019. 1. One time procurement for all Office that needs replacement of tiles; 2. Provide schedule of Delivery; 3. Request for MYCA. 4. Coincide schedule with the replacement of Airconditioning unit.
8	Replacement of BMB-B Floor Tiles and Repainting of Interior Walls and Finishes				1	
9	Open-shelf Hanging Cabinet for the BMB-A Pantry	NP-Small Value	CO	43,095.00	1	Since the Budget for all repairs and building maintenance is lodge under AS, end-users were advised to submit job order to GSD. GSD will thereafter request the materials needed through PR.
10	Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Brand New Passenger Elevators for the DBM Arcache Building	Public Bidding	CO	8,400,000.00	1	
11	Arcache- Energy Recovery Ventilation	NP-Small Value	CO	450,000.00	1	1. GSD to report status of negotiation with the contractor.
12	Arcache - Generator Set	Public Bidding	CO	9,000,000.00	1	1. For inclusion in the APP since there is change in ABC. 1. GSD will submit new PPMP.
13	Arcache - Closed Circuit Television and Public Address System and Structured Cabling	Public Bidding	CO	6,550,000.00	1	1. In lot: a. CCTV b. Public Address c. Structured Cabling GSD to prepare PPMP; Technical Specification for these projects.

34,719,165.00 13