



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

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

May 28, 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 (FS)
Director Thea Marie Corrine Palarca, Administrative Service
Mr. Virgilio Umpacan, Jr., B.U.D.G.E.T. Representative

Technical Working Group: Mr. Rainier Diaz
(TWG) Ms. Darlene Reyes
Ms. Jeramie Simbre

Secretariat: Mr. Aaron Alberto Escalona
Ms. Joyce Labao
Ms. Rhonna Regina Puno

End-User Representative: Engr. Argee Sta. Barbara, Administrative Service (AS), General Services Division
Ms. April Mangino, AS-Human Resource Management Division
Mr. Jann Criztofer Ventura, AS-Human Resource Management Division

Observers: Mr. Jayvee Montecer, DBM-Commission on Audit
Ms. Odessa Ann Taguibao, IM

Bidder Representatives: **Administration of Psychometric Exams for DBM Applicants and Employees**
Ms. Bianca Gaela, People Dynamics

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
<p>A. Submission and Opening of Eligibility Documents, Technical Proposal, and Best and Final Offer</p> <p>1. Petroleum, Oil, and Lubricants</p>	<ul style="list-style-type: none"> • No bids/offers were received before the 9:00 a.m. deadline. • The BAC instructed the end-user unit through the representative to conduct a review the Project at hand to determine the failure of bidding.
<p>B. Meeting with Interested Consultants</p> <p>1. Administration of Psychometric Exams for DBM Applicants and Employees</p>	<ul style="list-style-type: none"> • Only People Dynamics attended the meeting with interested consultants. • Mr. Rainier Diaz, the TWG member-in-charge, presented the eligibility requirements of the Project and discussed the terms of reference. It was also emphasized that all attached forms in the Request for Expression of Interest shall be submitted as part of the eligibility requirements. • With regards to the payment details, specifically Item 4.1 of the Terms of Reference, the consultant asked to clarify if the interpretation of test result should be signed by the psychologist and psychometrician since some of the interpretations are online. The BAC initially responded in the affirmative for the purpose of accountability. Hard copies of the results with signature shall also be provided by the consultant. This will also be further discussed and if there are changes or further clarifications, the BAC shall issue a Supplemental/Bid Bulletin. • Thereafter, the BAC informed the interested consultant that the deadline for submission of inquiry/clarification is on May 31, 2019. Accordingly, the BAC shall issue amendments or clarifications through a Supplemental/Bid Bulletin on June 4, 2019.
<p>C. Other Matters</p> <p>1. Inclusion in the Supplemental Annual Procurement Plan (APP)</p>	<ul style="list-style-type: none"> • Upon checking the completeness of the documentary requirements and careful deliberations, the BAC agreed to recommend to the Officer-in-Charge of the Department of Budget and Management the inclusion of the following Projects in the Supplemental APP:

Topics/Issues	Comments/Decisions/Instructions	
	Project Title	ABC
	Highly Technical Consultant for the Budget and Treasury Management System (BTMS) and Modernized Philippine Government Electronic Procurement System	P500,000.00
	Supply and Delivery of Fargo DTC Color Ribbon Consumables	P274,265.00
	Supply and Delivery of Fargo Ultracard Consumables	P29,820.00

IV. Adjournment

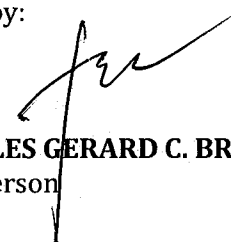
There being no other matters to be discussed, the meeting was adjourned at 12:30 p.m.

Prepared by:



AARON ALBERTO A. ESCALONA
Secretariat

Noted by:



ACHILLES GERARD C. BRAVO
Chairperson