



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

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

July 23, 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 Thea Marie Corinne Palarca, Administrative Service (AS)

Members: Officer-in-Charge (OIC)-Director Rowel Escalante, Corporate Planning and Management Service (CPMS)
Ms. Eden Pangilinan, Finance Service (FS)
Mr. Virgilio Umpacan, Jr., B.U.D.G.E.T. Representative

Technical Working Group: Mr. Rainier Diaz
(TWG) Ms. Jeana Lyn Caceres
Ms. Jeramie Ardi Simbre
Ms. Darlene Reyes
Atty. Sarah Jane Abuel

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

End-User Representatives: Ms. April Anne Mangino, Human Resource Management Division
Director Andrea Celene Magtalas, Information and Communications Technology Systems Service (ICTSS)
Mr. Henry Carandang, ICTSS

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

Bidder Representatives: **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 (VABDI)
Ms. Katrina Dulay, VABDI

**Supply, Delivery, Installation, Testing, and Commissioning
of IP-CCTV Surveillance System for the DBM Central Office**

Mr. Erik Camaso, Annex Digital, Inc. (ADI)
 Ms. Keah Fronda, ADI
 Mr. Janno Pulumbarit, PLDT, Inc.
 Ms. Beverly Briones, FPI
 Ms. Myla Mae Vero, FPI
 Mr. Ruel Rodolfo, Veracity
 Mr. Jiro Jan Bolesa, Veracity
 Mr. Jose Mari Legaspi, Cinergi Industrial Solutions (Cinergi)
 Mr. Romeo Doroja, Jr., AMTI
 Mr. Augusto Corpuz, AMTI
 Ms. Peach Dapitan, ATT
 Ms. Michelle Cabrera, ATT
 Mr. Rhon Michael M. Mape, Cinergi
 Ms. Gleneryn De Lara, Digicom
 Mr. Don Anthony Pauti, Digicom
 Mr. Hadji Jermina, SSI
 Ms. Ressa Gonzales, AIT-BSC
 Mr. Fernando Santos, Jr., Force-PH
 Mr. Christian Engozo, OPNETS
 Ms. Daisy Airey, OPNETS
 Ms. Cherry Bahena, DNLAX
 Ms. Jamilla Dufourt, Tricom
 Ms. Raymond Simacon, Tricom
 Mr. Dexter Dantes, INFOBAHN
 Mr. Josh Santos, FTI
 Mr. Jaison Versoza, EVI
 Mr. Edwin Purgan, Tekzone
 Ms. Keah Fronda, Annex Digital, Inc. (ADI)

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. Opening and Evaluation of the Financial Proposals of the Short-listed Consultants</p> <p>1. Administration of Psychometric Exams for DBM Applicants and Employees</p>	<ul style="list-style-type: none"> The two (2) short-listed consultants for the Project, "Administration of Psychometric Exams for DBM Applicants and Employees," namely: (i) VABDI; and (ii) People Dynamics, Inc., both of whom were found to have passed the minimum score requirement for the technical proposal, attended the Opening and Evaluation of the Financial Proposals.

Topics/Issues	Comments/Decisions/Instructions																										
	<ul style="list-style-type: none"> Mr. Rainier Diaz, the TWG member-in-charge of the Project, proceeded with the opening of the financial proposals of both short-listed consultants and presented to the BAC the Financial Proposal Submission Forms (FPFs) which provided the project cost details. The Financial Proposals of the short-listed Consultants are, as follows: <table border="1" data-bbox="674 466 1367 610"> <thead> <tr> <th>Short-listed Consultants</th> <th>Financial Proposals</th> </tr> </thead> <tbody> <tr> <td>People Dynamics Inc.</td> <td>Php 1,256,864.00 (as recomputed)</td> </tr> <tr> <td>VABDI</td> <td>Php 1,668,688.00</td> </tr> </tbody> </table> <p>Pursuant to BAC Resolution No. 2019-21 dated June 18, 2019 and as indicated in the Bidding Documents, the technical and financial proposals of the short-listed consultants are weighed, as follows:</p> <table border="1" data-bbox="674 814 1367 898"> <tbody> <tr> <td>Technical Proposal (TP)</td> <td>60%</td> </tr> <tr> <td>Financial Proposal (FP)</td> <td>40%</td> </tr> </tbody> </table> <p>Accordingly, the collective ratings of the short-listed Consultants were computed, as follows:</p> <table border="1" data-bbox="668 1030 1361 1287"> <thead> <tr> <th colspan="2">People Dynamics, Inc.</th> <th colspan="2">VABDI</th> </tr> <tr> <th>TP (60%)</th> <th>FP (40%)</th> <th>TP (60%)</th> <th>FP (40%)</th> </tr> </thead> <tbody> <tr> <td>93.83 %</td> <td>100.00%</td> <td>71.67%</td> <td>75.32%</td> </tr> <tr> <td colspan="2">96.30%</td> <td colspan="2">73.13%</td> </tr> </tbody> </table> <p>Considering the above scores, the BAC ranked the short-listed consultants based on the combined numerical ratings of their technical and financial proposals, and identified People Dynamics, Inc. as the Highest Rated Bidder (HRB).</p> <p>The BAC instructed the Secretariat to prepare the Resolution recommending approval of the HRB to the Head of the Procuring Entity and thereafter invite the HRB for negotiation.</p> 	Short-listed Consultants	Financial Proposals	People Dynamics Inc.	Php 1,256,864.00 (as recomputed)	VABDI	Php 1,668,688.00	Technical Proposal (TP)	60%	Financial Proposal (FP)	40%	People Dynamics, Inc.		VABDI		TP (60%)	FP (40%)	TP (60%)	FP (40%)	93.83 %	100.00%	71.67%	75.32%	96.30%		73.13%	
Short-listed Consultants	Financial Proposals																										
People Dynamics Inc.	Php 1,256,864.00 (as recomputed)																										
VABDI	Php 1,668,688.00																										
Technical Proposal (TP)	60%																										
Financial Proposal (FP)	40%																										
People Dynamics, Inc.		VABDI																									
TP (60%)	FP (40%)	TP (60%)	FP (40%)																								
93.83 %	100.00%	71.67%	75.32%																								
96.30%		73.13%																									
<p>B. Pre-bid Conference</p> <p>1. Supply, Delivery, Installation, Testing, and Commissioning of IP-CCTV Surveillance System for the DBM Central Office</p>	<ul style="list-style-type: none"> Nineteen (19) prospective bidders for the Project, "Supply, Delivery, Installation, Testing, and Commissioning of IP-CCTV Surveillance System for the DBM Central Office," attended the Pre-bid Conference. Ms. Jeramie Ardi Simbre, the TWG member-in-charge of the Project, presented the technical and financial requirements of the Project, with emphasis on the common reasons for disqualification. 																										

Topics/Issues	Comments/Decisions/Instructions														
	<ul style="list-style-type: none"> <li data-bbox="628 227 1364 294">The following inquiries/concerns were raised by the prospective bidders: <table border="1" data-bbox="671 327 1352 2070"> <thead> <tr> <th data-bbox="671 327 1037 371">Inquiries/Concerns</th> <th data-bbox="1037 327 1352 371">Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="671 371 1037 650">1. If the technical requirement "Ultra-low light" specified for the PTZ cameras can be revised as it pertains to a certain brand;</td> <td data-bbox="1037 371 1352 650">The indicated specification will be revised to the equivalent generic specification.</td> </tr> <tr> <td data-bbox="671 650 1037 990">2. If the brightness requirement of the seven (7) 55-inch Digital Signage TVs could be changed from 500 cd/m² to 480 cd/m² to accommodate cost considerations;</td> <td data-bbox="1037 650 1352 990">The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.</td> </tr> <tr> <td data-bbox="671 990 1037 1269">3. If the brand of the existing system used can be disclosed to identify which products are compatible and ensure seamless upgrade;</td> <td data-bbox="1037 990 1352 1269">All existing units will be replaced with new ones so there is no need for the brand of the existing system to be disclosed.</td> </tr> <tr> <td data-bbox="671 1269 1037 1654">4. If the contractor needs to have both Manufacturer-certified Administrators/ Associates and Professionals for the Project;</td> <td data-bbox="1037 1269 1352 1654">As mentioned in the Bidding Documents, the contractor may either or both have a Manufacturer-certified Administrators/ Associates and/or Professionals for the Project.</td> </tr> <tr> <td data-bbox="671 1654 1037 1964">5. The technical requirement 32R wall cabinet is too large and mounting it to a wall may not be possible;</td> <td data-bbox="1037 1654 1352 1964">The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.</td> </tr> <tr> <td data-bbox="671 1964 1037 2070">6. If wiring can be started after receipt of the Notice to Proceed;</td> <td data-bbox="1037 1964 1352 2070">The implementation of the project will commence once the</td> </tr> </tbody> </table> 	Inquiries/Concerns	Response	1. If the technical requirement "Ultra-low light" specified for the PTZ cameras can be revised as it pertains to a certain brand;	The indicated specification will be revised to the equivalent generic specification.	2. If the brightness requirement of the seven (7) 55-inch Digital Signage TVs could be changed from 500 cd/m ² to 480 cd/m ² to accommodate cost considerations;	The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.	3. If the brand of the existing system used can be disclosed to identify which products are compatible and ensure seamless upgrade;	All existing units will be replaced with new ones so there is no need for the brand of the existing system to be disclosed.	4. If the contractor needs to have both Manufacturer-certified Administrators/ Associates and Professionals for the Project;	As mentioned in the Bidding Documents, the contractor may either or both have a Manufacturer-certified Administrators/ Associates and/or Professionals for the Project.	5. The technical requirement 32R wall cabinet is too large and mounting it to a wall may not be possible;	The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.	6. If wiring can be started after receipt of the Notice to Proceed;	The implementation of the project will commence once the
Inquiries/Concerns	Response														
1. If the technical requirement "Ultra-low light" specified for the PTZ cameras can be revised as it pertains to a certain brand;	The indicated specification will be revised to the equivalent generic specification.														
2. If the brightness requirement of the seven (7) 55-inch Digital Signage TVs could be changed from 500 cd/m ² to 480 cd/m ² to accommodate cost considerations;	The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.														
3. If the brand of the existing system used can be disclosed to identify which products are compatible and ensure seamless upgrade;	All existing units will be replaced with new ones so there is no need for the brand of the existing system to be disclosed.														
4. If the contractor needs to have both Manufacturer-certified Administrators/ Associates and Professionals for the Project;	As mentioned in the Bidding Documents, the contractor may either or both have a Manufacturer-certified Administrators/ Associates and/or Professionals for the Project.														
5. The technical requirement 32R wall cabinet is too large and mounting it to a wall may not be possible;	The end-users will look into the possibility of changing the technical requirement and will revise it accordingly, if the change is deemed necessary.														
6. If wiring can be started after receipt of the Notice to Proceed;	The implementation of the project will commence once the														

Topics/Issues	Comments/Decisions/Instructions	
		DBM issues the Notice to Proceed
	7. If there is a need for Biometric-access control facilities to be connected to the network;	There is no need for the Biometric-access control facilities to be connected to a network. Log of entries can be stored using a Secure Digital (SD) card. It must be noted, however, that all units must be connected to an Uninterrupted Power Supply (UPS) to ensure that they will still operate in case of power interruptions.
	8. If installation of the project components can be performed in the office premises during office hours;	Since the amount of time needed for the project implementation is limited to 4 months, the end-user is willing to coordinate with all the other offices so that strategy can be devised to allow workers to install the components of the Project during office hours without interrupting usual office activities.
	9. If restoration efforts for the minimum damages brought by the replacement of Project components will be shouldered by the contractor; and	All costs will be shouldered by the contractor.
	10. If the 24/7 technical support to be provided to the DBM for the Project will exceed the 1-year warranty period.	It was clarified that issues reported by the end-user within the warranty period must be addressed by the contractor even if it will be delivered at the end of the warranty period

Topics/Issues	Comments/Decisions/Instructions
	<ul style="list-style-type: none"> • In connection with the above-mentioned concerns, the end-user clarified some changes in the technical specifications and schedule of requirements of the Project, as follows: <ol style="list-style-type: none"> 1. The delivery of Project will become 4 months instead of 6 months from the receipt of the Notice to Proceed; and 2. The project will require six (6) units of Network Video Recorder (NVR), instead of five (5). • The TWG member-in-charge informed the prospective bidders that further inquiries may be sent through a request for clarification until July 27, 2019 (Saturday), provided that the prospective bidders have purchased the bidding documents for the Project. • Accordingly, the BAC shall issue amendments through a Supplemental/Bid Bulletin not later than July 30, 2019.
<p>C. Other Matters</p> <p>1. Supply, Delivery, Installation, Testing, and Commissioning of Energy Recovery Ventilation Fans for the DBM Arcache Building</p>	<ul style="list-style-type: none"> • The ABC for the Project, "Supply, Delivery, Installation, Testing, and Commissioning of Energy Recovery Ventilation Fans for the DBM Arcache Building," was increased to Php 7.8 million, from Php3.3 million, as revised by the Consultant for the Arcache Building Projects. • The revised Technical Specifications is yet to be submitted by the Consultant. <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center;">Matter Arising</p> <p>Cognizant of the fact that the transfer of employees to the Arcache Building may be delayed due to this development, the BAC instructed the end-user to discuss the matter and the revised TOR with the DBM Officer-in-Charge.</p> </div>

IV. Adjournment

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

Prepared by:

Rhonna Regina B. Puno
RHONNA REGINA B. PUNO
 Secretariat

Noted by:

Achilles Gerard C. Bravo
ACHILLES GERARD C. BRAVO
 Chairperson