



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

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

September 15, 2020, 10:00 a.m.

Bids and Awards Committee Conference Room
or online via <https://meet.google.com/jnv-qhfc-pwa>

I. Attendance

Vice-Chairperson: Director Andrea Celene Magtalas

Members: OIC-Director Rowel D. Escalante
Ms. Jeanne Teresita Importante
OIC Assistant Director Rosemarie D. Pagala
Mr. Virgilio Umpacan, Jr.

End-User Representatives: Mr. Henry Carandang
Mr. Amiel Del Rosario

Technical Working Group: Ms. Jeana Lyn A. Caceres
Atty. Keith Francis Briones
Mr. George Sotelo
Ms. Jhoana Marie Rull
Ms. Darlene Reyes
Ms. Jeramie Ardi Simbre

Secretariat: Ms. Joyce Labao
Ms. Rhonna Regina Puno
Ms. Abegail Igna

Bidder Representatives: **Additional Network Components of BTMS Infrastructure – AVAYA CM8 Upgrade**
Jefferson Tayag, Teledacom, Phil. Inc. (Teledata)
Marvin Jarais, Teledacom, Phil. Inc. (Teledata)
Gerry Baquiran, Trends and Technologies, Inc. (Trends)
Rolan Dukan, Trends and Technologies, Inc. (Trends)
Ms. Claudine dela Cruz, Questech Co. Inc. (Questech)

II. Call to Order

The BAC Vice Chairperson called the meeting to order after determining that there is a quorum at 10:09 a.m.

The agenda for September 15, 2020 BAC Meeting is as follows:

Agenda	
A. Pre-bid Conference	1. Additional Network Components for BTMS Infrastructure - AVAYA CM8 Upgrade
B. Post-qualification Report	1. Additional Network Components for BTMS Infrastructure – Lot 1 (CISCO Switches and Components) 2. Replacement of Floor Tiles and Repainting of the Interior Walls and Finishes (Lot 1 - BMB-B Office, Lot 2 - BITS Office)
C. Other Matters	1. PPMP Submissions of B/S/Os for Early Procurement Activities in relation to NEP – FS 2. Revised DO based on BAC Discussion

III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions
<p>A. Pre-Bid Conference</p> <p>1. Additional Network Components for BTMS Infrastructure - AVAYA CM8 Upgrade</p>	<ul style="list-style-type: none"> • Authorized representatives from the following organizations were recognized: <ul style="list-style-type: none"> ○ Teledatcom, Phil. Inc. ○ Trends and Technologies, Inc. ○ Questech Co. Inc. • Secretariat provided a brief background of the project • TWG in-charge, Ms. Darlene Reyes, presented the slides for the pre-bid conference and lead the discussion on the matter: <ul style="list-style-type: none"> ○ The objectives of the pre-bid conference is to clarify and address the Bidders’ questions to adequately prepare bids for the project; ○ Ms. Reyes clarified that any statement made shall not modify the terms of bidding, unless reflected in a Supplemental Bid Bulletin (SBB). ○ Discussed the Project Background: Project Title: Additional Network Components for BTMS Infrastructure – AVAYA CM8 Upgrade ABC: 10,000,000.00 ○ Provided and clarified the requirements to be submitted: <ol style="list-style-type: none"> 1. During Bid Submission <u>First Envelope</u> shall contain: a) Legal Documents; b) Technical Documents; and c) Financial Documents. <u>Second Envelope</u> shall contain the Financial Proposal 2. After Declaration of Lowest Calculated Bid 3. After receipt of Notice of Award

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	<p>Legal Documents are:</p> <p>a. PhilGEPS Registration Certificate (Platinum Membership with Annex A) Note: if PhilGEPS Platinum Certificate of Registration is not available or Annex A is not updated, the following shall be submitted:</p> <ul style="list-style-type: none"> ○ SEC/DTI Registration Certificate ○ Valid and Current Mayor's Permit ○ Tax Clearance ○ Latest Audited Financial Statement stamped received by the BIR or its duly accredited authorized institutions for the preceding calendar year ○ In case the PhilGEPS Platinum Certificate of Registration is not available during Bid submission. It shall be submitted as a post qualification requirement, in accordance with Section 34.2 of the 2016 IRR of RA No. 9184 ○ In case of recently expired Mayor's or Business Permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with section 34.2 of the IRR. <p>b. Technical Documents</p> <ul style="list-style-type: none"> ○ Statement of all ongoing private and government contracts, including contracts awarded but not yet started, if any ○ Statement of single largest completed contract, which is similar in nature, within two (2) years from the date of submission and receipt of bids; <ul style="list-style-type: none"> i. Photocopy of single largest completed contract or Purchase Order (at least 50% or 5 Million) of the ABC ii. Certificate of completion or acceptance from bidder's client or official receipt. iii. Similar Contract is defined as: Supply, delivery and installation of AVAYA Software and Equipment ○ Bid Security in any of the form provided <p>c. TWG in-charge discussed the Schedule of Requirements as provided in the bid documents emphasizes the certificates which need to be submitted; the training to be conducted and documentation needed.</p> <p>d. TWG in-charge also discussed the Technical Specification as provided in the in Bid Documents – bidders posed no question.</p> <p>e. Technical Documents including the Omnibus Sworn Statement and the Authority of the Signatory. TWG in-charge emphasized the rules on notarization.</p>

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	<p>f. TWG in-charge discussed GPPB Resolution No. 09-2020 on the alternate documentary requirements for procurement activities during a State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the Procuring Entity or of the Bidder are accepted:</p> <ul style="list-style-type: none"> ○ Un-notarized Bid Securing Declaration ○ In case of recently expired Mayor’s Permit/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment. ○ In case of un-notarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment. ○ A performance Securing Declaration (PSD) shall be accepted in lieu of a performance security to guarantee the winning bidder’s faithful performance of obligation under the contract, subject to certain conditions. <p>g. Financial Documents including the Net Financial Contracting Capacity (NFCC) or Committed Line of Credit</p> <p>h. TWG in-charge also discussed the correct sealing of bids, post qualification documents that needs to be submitted within a non-extendible period of 5 calendar days upon receipt of notice; and the most common reasons for disqualification.</p> <table border="1" data-bbox="651 1290 1422 1644"> <thead> <tr> <th data-bbox="655 1296 1023 1328">Question/Concern</th> <th data-bbox="1023 1296 1417 1328">Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="655 1328 1023 1637"> <p><i>From Ms. Claudine of Questech:</i></p> <p><i>Since this is the second round of bidding, do we need to purchase a new set of bidding documents?</i></p> </td> <td data-bbox="1023 1328 1417 1637"> <p>No. If you were able to purchase during the first round, you will not be required to pay for a new bidding documents.</p> </td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The TWG-In-Charge informed the bidders of the following timeline: <ul style="list-style-type: none"> ○ Request for clarification can be sent through email until September 19, 2020; ○ The SBB will be available on September 22, 2020 if any; and ○ The Submission and opening of Bids will be on or before 10:00 AM on September 29, 2020. 	Question/Concern	Response	<p><i>From Ms. Claudine of Questech:</i></p> <p><i>Since this is the second round of bidding, do we need to purchase a new set of bidding documents?</i></p>	<p>No. If you were able to purchase during the first round, you will not be required to pay for a new bidding documents.</p>
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Topics/Issues	Comments/Decisions/Instructions
<p>B. Post-Qualification Report</p>	<p>TWG in-charge reported to the BAC the result of Post Qualification for the project:</p> <p>1. Additional Network Components for BTMS Infrastructure - Lot 1 (CISCO Switches and Components)</p> <p>Name of Bidder: Accent Micro Technologies, Inc. Rank and List of Bids: Second Lowest Calculated Bid Bid Price: P14,498,000.00</p> <p>I. Eligibility and Technical Documents</p> <p>a. Legal Documents -</p> <p>i. PhilGEPS Registration Certificate Platinum Membership Certificate Reference No. 2020 0621 2301 3478 13922 Date: January 31, 2020 Valid Until: January 31, 2021</p> <p>ii. Mayor's Permit valid until December 31, 2020</p> <p>iii. Tax Clearance valid until May 28, 2021</p> <p>iv. Audited Financial Statement - date of filing June 19, 2020</p> <p>b. Technical Documents</p> <p>i. Statement of all ongoing contracts including contracts awarded but not yet started - <u>complying</u>.</p> <p>ii. Statement of Single Largest Completed Contract - Complying. Submitted Purchase Order and Sales Invoice dated June 19, 2019, respectively and verified by Ms. April Rosel, IT Manager of CITCO International Support Services Limited, Philippines ROHQ.</p> <p>iii. Bid Security - Complying. MCLE VI compliance of Atty. Delegencia was verified through his Secretary, Ms. Dang Lucero through a phone call. His MCLE compliance was not indicated on his notarial stamp.</p> <p>iv. Compliance with Section VI. Schedule of Requirements (Revised) - Complying.</p> <p>v. Compliance with Section VII. Technical Specification (Revised) - Complying.</p> <p>vi. Omnibus Sworn Statement - Complying</p> <p>vii. Secretary's Certificate - Complying.</p> <p>viii. Net Financial Contracting Capacity - Complying NFCC = 5,170,501,643.25</p> <p>ix. Required Certificates - Complying CISCO certified Professional Enterprise</p> <p>c. Post Qualification Requirements</p>

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	<p>i. Income Tax Return (CY 2019) – Complying EFPS Filing Reference - 122000035835743</p> <p>ii. Business Tax Return/VAT – Complying</p> <p>II. Financial Proposal - Within ABC Total Bid – 14,498,000.00</p> <p><u>Agreements/Decisions</u>: Accent Micro Technologies, Inc. was declared Post Qualified.</p>
<p>2. Other Matters</p> <p>1. Updates on the reconstitution of the BAC TWG</p> <p>2. Updates on the Department Order on the Electronic Bidding</p>	<ul style="list-style-type: none"> • Vice Chairperson Director Andrea Celene Magtalas requested the Legal Service to allow Atty. Keith Briones to remain as member of the BAC TWG to facilitate transition period and also considering that the fourth quarter is early procurement season. • Vice Chairperson provided the BAC with an update on the draft Department Order on Electronic Bid Submission pursuant to GPPB Circular No. 09-2020 stating that all the inputs of the BAC Members and TWG were considered. However, based on the discussion and agreements made during the previous BAC meeting the said DO will be put on “archive”.

IV. Adjournment

There being no other matters to be discussed, the meeting was adjourned at 11:00 a.m.

Prepared by:

Noted by:

Joyce D. Labao
Secretariat

Director ANDREA CELENE MAGTALAS
Vice-Chairperson