



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

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF MEETING**

September 3, 2019, 9:00 a.m.

Bids and Awards Committee Conference Room

**I. Attendance**

Vice Chairperson: Director Andrea Celene Magtalas, Information and Communications Technology Systems Service (ICTSS)

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

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

Secretariat: Ms. Joyce Labao  
Atty. Juan Emmanuel Reyes, Administrative Services (AS)  
Ms. Rhonna Regina Puno  
Ms. Judith Hakim  
Ms. Abegail Igna

End-User Representatives: Director Thea Marie Corinne Palarca, AS  
Engr. Argee Sta. Barbara, AS-General Services Division  
Ms. Lourdes Bayaton-Monte, Human Resources Management Division

Consultants : Mr. Domingo Chinel, University of the Philippines-Office of Design and Planning Initiatives (UP-ODPI)  
Mr. Juanito Bautista, UP-ODPI  
Ms. Melisa Ramirez, UP-ODPI

Bidder Representatives: **Supply, Delivery, Installation, Testing, and Commissioning of Two (2) Diesel Generator Sets for the DBM Arcache Building**  
  
Trade Venture  
Indentrade Systems Corp.  
Southcoast Marketing Inc.

Applied Systems Manufacturing Corp.  
 Licht Industrial Corp.  
 Superserve Corp.  
 Isometric

**II. Call to Order**

The quorum was confirmed by the Secretariat; thus, the meeting was called to order at 9:00 a.m. by Director Andrea Celene Magtalas, Bids and Awards Committee (BAC) Vice Chairperson.

**III. Highlights of the Meeting**

<b>Topics/Issues</b>	<b>Comments/Decisions/Instructions</b>
<p><b>A. Pre-bid Conference</b></p> <p><b>1. Supply, Delivery, Installation, Testing, and Commissioning of Two (2) Diesel Generator Sets for the DBM Arcache Building</b></p>	<ul style="list-style-type: none"> <li>• Seven (7) prospective bidders, namely: (i) Trade Venture; (ii) Indentrade Systems Corporation; (iii) Southcoast Marketing Inc.; (iv) Applied Systems Manufacturing Corp.; (v) Licht Industrial Corp.; (vi) Superserve Corp., and (vii) Isometric, attended the Pre-bid Conference.</li> <li>• The BAC Vice Chairperson, Dir. Andrea Celene Magtalas, made an opening statement that the primary objective of having a Pre-Bid Conference is to gather feedback from the industry and to be able to discuss, clarify, and explain the eligibility requirements and the technical and financial components of the Project, and to respond to questions and clarifications from the prospective bidders. She also emphasized to everyone to comply with the 2004 Rules on Notarial Practice.</li> <li>• Ms. Darlene Reyes, 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 schedule of requirements was discussed. The prospective bidders requested for an extension. It was stressed by the end-user that the Project must be completed and accepted by December 27, 2019.</li> <li>• The Consultants from UP-ODPI made recommendations regarding the technical concerns raised by the prospective bidders -             <ol style="list-style-type: none"> <li>1. To include in the Terms of Reference as specification on the testing criteria that the generator will have 1 hour test at 100% running capacity.</li> <li>2. There will be a generator testing at the warehouse of the supplier before delivery and another testing after installation.</li> </ol> </li> </ul>

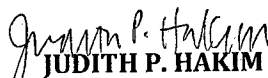
Topics/Issues	Comments/Decisions/Instructions
	<ol style="list-style-type: none"> <li>3. There is no specific required number of cylinders, whether 4 or 6. However, the consultant required that generator should operate at 91 kilowatt.</li> <li>4. It was explained that the Fuel Stop Power is a safety feature, while the Emergency Standby Power means capability to varying electrical supply for the duration of power interruption.</li> <li>5. Permanent Magnet Generator (PMG) is a non-negotiable requirement.</li> </ol> <ul style="list-style-type: none"> <li>• The BAC recommended that the Fuel Stop Power be in accordance with any of the following depending on its manufacturer: ISO 306, AS 2789, DIN 6271 or BS 5514.</li> </ul>
<p><b>B. Pre-procurement Conference</b></p> <p><b>1. Replacement of Basketball Gym Flooring</b></p>	<ul style="list-style-type: none"> <li>• The TWG member-in-charge presented the technical specifications of the Project, enumerating in detail its components, technical specifications, and cost estimate.</li> <li>• To guarantee safety and standard, the supplier is required to secure FIBA Certification or equivalent local certification.</li> <li>• Director Thea Marie Corinne Palarca suggested to verify with suppliers the schedule of availability of materials needed for this Project given the needed deadline for its completion.</li> <li>• The procurement process was put on hold subject to further market study. The end-user will submit final recommendation on September 6, 2019.</li> </ul>
<p><b>C. Post-qualification Report</b></p> <p><b>1. Administration of Psychometric Exams for DBM Applicants and Employees</b></p>	<ul style="list-style-type: none"> <li>• After careful evaluation, validation, and verification of the eligibility and technical proposals, the TWG member-in-charge of the Project found that the submission of Vanguard Assessments and Behavioral Dynamics International Corporation failed the criteria for post-qualification due to its non-compliance with the prescribed Omnibus Sworn Statement form particularly Clause 2 of the said form.</li> <li>• The BAC declared the post-disqualification of Vanguard Assessments and Behavioral Dynamics International Corporation and the second failure of bidding of the Project.</li> </ul>

Topics/Issues	Comments/Decisions/Instructions
	<ul style="list-style-type: none"> <li>• The BAC instructed the Secretariat to prepare the Resolution and the Notice of Post-Disqualification to Vanguard Assessments and Behavioral Dynamics International Corporation.</li> <li>• The BAC instructed the end-user to prepare the necessary documents to reflect its decision with regard to the Project.</li> </ul>
<p><b>D. Other Matters</b></p> <p><b>1. Inclusion in the Supplemental Annual Procurement Plan</b></p> <p><b>2. Petroleum, Oil and Lubricant (POL)</b></p>	<ol style="list-style-type: none"> <li>1. Printing of Security Papers (SECPA) – The BAC instructed the Secretariat to inform the end-user that the Project shall be procured through Negotiated Procurement-Agency-to-Agency.</li> <li>2. Subscription to CD Asia Electronic Legal Publications – The BAC recommended to include in the SAPP under Direct Contracting as the mode of procurement.</li> </ol> <ul style="list-style-type: none"> <li>• The BAC suggested to the end-user to consider: <ol style="list-style-type: none"> <li>1. Small Value Procurement for the remaining months of CY 2019</li> <li>2. Undertake early procurement for CY 2020</li> </ol> </li> <li>• Taking into consideration all circumstances, the end-user shall submit its final recommendation on September 6, 2019, including all required documents to undertake procurement process for POL.</li> </ul>

#### IV. Adjournment

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

Prepared by:

  
**JUDITH P. HAKIM**  
 Secretariat

Noted by:

  
**ANDREA CELENE M. MAGTALAS**  
 Vice Chairperson