



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

BIDS AND AWARDS COMMITTEE

MINUTES OF MEETING

September 8, 2020, 10:00 a.m.

Bids and Awards Committee Conference Room

Or via online <https://meet.google.com/jnv-qhfc-pwa>

I. Attendance

Chairperson	Undersecretary Janet B. Abuel
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:	Director Thea Marie Corinne F. Palarca Atty. Juan Emmanuel Reyes Mr. David Mateo Ms. Judith Hakim Mr. Amiel Del Rosario Mr. Henry Carandang
Technical Working Group:	Mr. Rainier Diaz 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. Rhonna Regina Puno Ms. Abegail Igna
Bidder Representatives:	Representatives from:

II. Call to Order

The BAC Vice Chairperson called the meeting to order after determining that there is a quorum at 10:00 a.m.

The agenda for September 8, 2020 BAC Meeting is as follows:

Agenda	
A. Post-qualification Report	<ol style="list-style-type: none"> 1. Replacement of Floor Tiles and Repainting of the Interior Walls and Finishes (Lot 1 - BMB-B Office, Lot 2 - BITS Office) 2. Supply, Delivery, Installation, Configuration, Migration, and Testing of Additional Servers for BTMS Infrastructure 3. Additional Network Components for BTMS Infrastructure – Lot 1 (CISCO Switches and Components) - tentative
B. Pre-procurement Conference	<ol style="list-style-type: none"> 1. Subscription of FortiGate-VM for AZURE
C. Other Matters	<ol style="list-style-type: none"> 1. Simulation of Online Bid Submission (tentative) 2. Revised DO on Online Submission

III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions																											
A. Post Qualification Report 1. Replacement of Floor Tiles and Repainting of the Interior Walls and Finishes Lot 1 – Budget and Management Bureau B (BMB-B) Office	<ul style="list-style-type: none"> - The BAC Secretariat provided a brief background of the project. - The BAC recognized Ms. Jhoanna Marie Rull the TWG member in-charge to present. - The gist of the Post Qualification Report is as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Name of Bidder</td> <td colspan="2" style="text-align: center;">Juan Carlos Construction Services</td> </tr> <tr> <td>Rank and List of Bids</td> <td colspan="2" style="text-align: center;">Single Calculated Bid</td> </tr> <tr> <td>Period of Post Qualification</td> <td colspan="2" style="text-align: center;">September 2-7, 2020</td> </tr> <tr> <td>Bid Opening</td> <td colspan="2" style="text-align: center;">September 1, 2020</td> </tr> <tr> <td style="text-align: center;">Document</td> <td style="text-align: center;">Submitted</td> <td style="text-align: center;">Remarks</td> </tr> <tr> <td colspan="3">Legal Document</td> </tr> <tr> <td>1. PhilGEPS Registration Certificate</td> <td>Certificate of PhilGEPS Registration, Platinum Membership Valid until Jan. 23, 2021</td> <td style="text-align: center;">Complied</td> </tr> <tr> <td>2. SEC /DTI Certificate</td> <td>DTI Certificate Valid until May 17, 2021</td> <td style="text-align: center;">Complied</td> </tr> <tr> <td>3. Mayor’s Permit</td> <td>Place of issue: Rodriguez Rizal Date of issuance: Feb 26, 2020</td> <td style="text-align: center;">Complied</td> </tr> </table>	Name of Bidder	Juan Carlos Construction Services		Rank and List of Bids	Single Calculated Bid		Period of Post Qualification	September 2-7, 2020		Bid Opening	September 1, 2020		Document	Submitted	Remarks	Legal Document			1. PhilGEPS Registration Certificate	Certificate of PhilGEPS Registration, Platinum Membership Valid until Jan. 23, 2021	Complied	2. SEC /DTI Certificate	DTI Certificate Valid until May 17, 2021	Complied	3. Mayor’s Permit	Place of issue: Rodriguez Rizal Date of issuance: Feb 26, 2020	Complied
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		Valid until: December 31, 2020	
	3. Tax Clearance	Issuance Date: [June 23, 2020 Expiration Date: June 23, 2021	Complied
	4. Audited Financial Statement	Date of filing: June 15, 2020 Total Asset: 6,325,620.00 Total Liabilities 525,904.00	Complied
	Technical Documents		
	5. Statement of all ongoing Contracts	Listed one (1) government contract. None under private contract.	Complied
	6. Statement of Single Largest Completed Contract	<p>Provided the contracts with: (1) UCPB; Date of Contract: November 14, 2019 Kinds of Goods: Repair of defective floor tiles Amount of Contract: P368, 018.50 Date of Delivery: January 10, 2020</p> <p>and</p> <p>(2) DTI. Date of Contract: July 4, 2017 Kinds of Goods: Washroom renovation Amount of Contract: P850,000.00 Date of Delivery: October 15, 2018</p> <p>Confirmed through the Lead Engineer of the bidder. Further, supporting documents was verified to ascertain compliance.</p>	Additional requirement to be submitted by the Bidder.

Topics/Issues	Comments/Decisions/Instructions		
	7. Bid Security	Submitted a notarized Bid Securing Declaration	Complied
	8. Compliance with Section VI. Schedule of Requirements	Submitted a signed Scheduled of requirements	Complied
	9. Compliance to Section VII. Technical Specification	Submitted a signed Technical Specification	Complied
	10. Omnibus Sworn Statement	Submitted a notarized Omnibus Sworn Statement	Complied
	11. Authority of the Signatory	Submitted a Special Power of Attorney	Complied
	12. Net Financial Contracting Capacity (NFCC)	Total NFCC = P71,630,380.00	Complied
	13. Required Certification	Verified	Complied
	14. Income Tax Return	Not submitted through EFPS however, BIR issued Memorandum Circular No. 42-2020, (Guidelines in the Filing and Payment of Income Tax Returns for Taxable Year 2019) dated April 6, 2020 stating: <i>“Taxpayers who will be filing manually or will be using Offline eBIRForms Package or are enrolled under Electronic Filing and Payment System (eFPS) shall file and pay in accordance with the guidelines hereto attached as “Annex A”.</i>	Complied The BAC shall state in the Resolution the Memorandum Circular issued by the BIR as basis for accepting the submission.
	15. Business Tax Return/VAT		
	<ul style="list-style-type: none"> - The BAC agreed to require the bidder to submit a detailed cost breakdown of the project to determine the cost/component of the project that is relevant to the project. 		

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<p>2. Supply, Delivery, Installation, Configuration Migration, and Testing of Additional Servers for BTMS Infrastructure</p>	<ul style="list-style-type: none"> - The TWG in-charge shall draft a request for extension on the extension for post-qualification. - The BAC Secretariat provided a brief background of the project. - The BAC recognized Ms. Darlene Reyes, the TWG member in-charge, to present. - The summary of the Post Qualification Report is as follows: 			
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	Legal Document			
	1. PhilGEPS Registration Certificate	Certificate of PhilGEPS Registration, Platinum Membership Valid until Feb. 7, 2021	Complied	
	2. SEC /DTI Certificate	SEC Registration date: September 4, 1986	Complied	
	3. Mayor's Permit	Mayor's Permit Place of Issue: Pasig City Date of Issuance: June 1, 2020 Valid until: December 31, 2020	Complied	
	3. Tax Clearance	Date of Issue: June 29,2020 Valid Until: June 29,2021	Complied	
4. Audited Financial Statement	Date of Filing: June 22, 2020 Total Assets: P382,799,918.00 Total Liabilities: P123,278,656.00	Complied		
Technical Documents				
5. Statement of all ongoing Contracts	All ongoing government contracts listed were verified. No private contract submitted.	Complied		
6. Statement of Single Largest	Provided the contract with:	Complied		

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	<p>Completed Contract</p>	<p>(1) Bureau of Customs/PITC</p> <p>Kinds of Goods:</p> <p>Supply, Delivery, Installation, Testing, and Commissioning of Brand New High Performance Server for the Bureau of Customs</p> <p>Date of Delivery: May 22, 2019</p> <p>Amount of Contract: P54,140,000.00</p> <p>(2) Government Service Insurance System (GSIS)</p> <p>Kinds of Goods: Enterprise Storage Upgrade</p> <p>Date of Delivery: August 8, 2018</p> <p>Amount of Contract: P8,000,000.00</p>	<p>For the supporting documents, the bidder submitted Contract, Sales Invoice.</p> <p>The TWG in-charge further verified submitted documents with Ms. Jinky C. Apolar, Account Officer of Philippine International Trading Corporation</p> <p>For the contract with GSIS, the bidder submitted Purchase Order and Sales Invoice. Documents were further verified with Mr. Marcel C. Lachica, staff officer of GSIS.</p>
	7. Bid Security	Submitted a Bid Securing Declaration	Complied
	8. Compliance with Section VI. Schedule of Requirements	<p>A signed Scheduled of requirements was submitted.</p> <p>The bidder certified to comply and deliver all requirements.</p>	Complied
	9. Compliance to Section VII. Technical Specification	A signed Technical Specification was submitted.	Complied

Topics/Issues	Comments/Decisions/Instructions		
		The bidder certified to comply with all the requirements mentioned in the Technical Specification.	
	10. Omnibus Sworn Statement	Submitted a notarized Omnibus Sworn Statement	Complied
	11. Authority of the Signatory	Submitted a Secretary's Certificate authorizing the following as authorized signatories: Willy O. Sy; Ansbert C. Go; Christopher Sy; and Irma Kathleen C. Sy	Complied
	12. Net Financial Contracting Capacity (NFCC)	Total NFCC = P3,736,295,980.89	Complied
	13. Required Certification A. HP Accredited Solutions Expert B. CISCO Certified Network Professional Enterprise	Submitted a certification under the name of : Eugene Baje; and Rommel Nidea Submitted certification was verified through HP.	Complied
	14. Income Tax Return	Verified	Complied
	15. Business Tax return/VAT	Verified	Complied
	Financial Proposal		
	Total Bid (Inclusive of VAT)	P107,761,800.00	Within the ABC
	<ul style="list-style-type: none"> - The TWG in-charge recommended that Unison Computer Systems, Inc. be declared as the Lowest Calculated and Responsive Bid. - The BAC approved the recommendation of the TWG to declare Unison Computer Systems, Inc. as the Lowest Calculated and Responsive Bid. - The BAC outlined the next steps as follows: (1) Preparation of BAC Resolution recommending Award; (2) 		

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	Transmittal letter to the Secretary; and (3) Notice of Award						
<p>B. Pre Procurement Conference</p> <p>1. Subscription of FortiGate-VM for Azure</p>	<ul style="list-style-type: none"> - The BAC recognized Ms. Jeramie Simbre, TWG in-charge, to present the bid documents and lead the discussion. - The discussion delve on all aspects of the procurement project including the technical specification, schedule of requirements, the ABC and its basis, the procurement milestones, and the bidding documents. - Among others, the BAC: (1) confirmed the scope of the project; (2) ensured that the project is in accordance with the PPMP and the APP; and (3) determined the readiness of the procurement project. - The BAC approved the Bid Documents and outlined the next steps to include: (1) final review of the Bid Documents; (2) signing of the Invitation to Bid; and (3) Posting of the Bid Documents. 						
<p>C. Other Matters</p> <p>1. Simulation of the Online Bid Submission</p>	<ul style="list-style-type: none"> - The Vice Chairperson, Dir. Magtalas, provided the background for the scheduled activity to review the Department Order and to do a simulation. - The BAC Secretariat presented the Draft Department Order as reviewed by the BAC Members. - The summary of the comments and suggestions of the BAC are as flows: <table border="1" data-bbox="700 1178 1378 2040"> <tbody> <tr> <td data-bbox="700 1178 938 1592">Scope</td> <td data-bbox="938 1178 1378 1592"> Are the Regional Offices and Attached Agencies covered? Suggestion: "In the case of DBM Regional Office, as well as the attached agencies, the guidelines prescribed herein shall be adopted as may be deemed necessary by the respective HOPEs upon recommendation of their BACs" </td> </tr> <tr> <td data-bbox="700 1592 938 1664">Policy</td> <td data-bbox="938 1592 1378 1664">No more comments from the BAC.</td> </tr> <tr> <td data-bbox="700 1664 938 2040">Responsibilities</td> <td data-bbox="938 1664 1378 2040"> Delete and re-number: (1) "a. Assess and review all of the planned and ongoing procurement for the fiscal year 2020, and, in coordination with the end-user unit, identify which shall be discontinued or terminated pursuant to DBM National Budget Circular No. 580, and other subsequent </td> </tr> </tbody> </table> 	Scope	Are the Regional Offices and Attached Agencies covered? Suggestion: "In the case of DBM Regional Office, as well as the attached agencies, the guidelines prescribed herein shall be adopted as may be deemed necessary by the respective HOPEs upon recommendation of their BACs"	Policy	No more comments from the BAC.	Responsibilities	Delete and re-number: (1) "a. Assess and review all of the planned and ongoing procurement for the fiscal year 2020, and, in coordination with the end-user unit, identify which shall be discontinued or terminated pursuant to DBM National Budget Circular No. 580, and other subsequent
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<p>2. Summary of BAC Action Items</p>		<p><i>issuances;”</i></p> <p><i>(2) “d. Suspend the conduct of procurement activities during a state of calamity or implementation of community quarantine or similar restrictions declared by competent authority or being implemented in the locality of either the Procuring Entity; “</i></p> <p><i>(3) Shorten/Simplify the DO and as a supplement issue a memo to the BAC Secretariat and the TWG on detailing their roles and responsibilities and the expectations.</i></p> <p><i>(4) delete: “as appended in the GPPB Resolution No. 09-2020”</i></p>						
	<ul style="list-style-type: none"> - The BAC posted the question to the members: “Are we ready to implement the Electronic Bid submission?” - Based on the feedback of the TWG and based on the mock trial conducted by the TWG, the BAC agreed that more trial and more preparation/study needs to be undertaken to give the BAC the confidence level to adopt the electronic bid submission. Considering the comments, observations, and the result of the trial, the BAC decided to put “on-hold” (archive) the adoption and implementation of the electronic bid submission 							
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		If additional documents were not secured from the bidder, the, TWG shall prepare a request for extension for post qualification to be reviewed by the Vice Chairperson.
	Supply, Delivery, Installation, Configuration, Migration and Testing of the Additional Servers for BTMS Infrastructure	Prepare the BAC Resolution recommending the award, Notice Of Award, and Memorandum For the Secretary.
	Subscription of FortiGate-VM for AZURE	Finalize Bid Docs for Posting
	Administrative Matter: Questionnaire for Bidders for Mandatory Review/GPPB Letter re Simplified Bid Docs	Submit the final version to the BAC Chairperson
	Administrative Matter: EPA Preparatory Activity	Follow up FS Transmittal of PPMP and NEP Details; Invite Dir Dante next meeting if there is no submission
	Administrative Matter: DO on Electronic Submission	On hold; Incorporate edits and set 1 last discussion before archiving.
	Administrative Matter: September 15 Agenda Items (Tentative)	Discussion on the Early Procurement Activities as endorsed by the Finance Service. Post-Qualification Report on the project "Replacement of Floor Tiles and Repainting of the Interior Walls and Finishes".

IV. Adjournment

There being no other matters to be discussed, the meeting was adjourned at 3:00 p.m.

Prepared by:

Noted by:

Joyce D. Labao
Secretariat

Director ANDREA CELENE MAGTALAS
Vice-Chairperson