



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

**BIDS AND AWARDS COMMITTEE**

**MINUTES OF MEETING**

January 14, 2020, 9:00 a.m.

Bids and Awards Committee Conference Room

**I. Attendance**

Vice Chairperson: Director Andrea Celene Magtalas

Members: Ms. Eden Pangilinan  
Mr. Vergilio Umpacan, Jr.  
OIC-Adir. Rosemarie Pagala

Provisional Members

End-User Representatives: Director Thea Marie Corinne F. Palarca  
Ms. Donna De Ocampo  
Engr. Argee Sta. Barbara  
Ms. Agapita Papio  
Mr. Henry Carandang  
Mr. Amiel G. Del Rosario  
Ms. Ma. Lourdes Baguio  
Ms. Jobelle S. Rostata

Technical Working Group:  
(TWG) Atty. Keith Francis Briones  
Mr. Rainier Diaz  
Ms. Jimmae Ma. Janina Papa  
Ms. Jeramie Ardi Simbre  
Ms. Jeana Lyn A. Caceres  
Ms. Darlene Reyes  
Ms. Jimmae Ma. Janina J. Papa

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

## II. Call to Order

The quorum was confirmed by the Secretariat; thus, the meeting was called to order at 9:00 a.m. by the BAC Vice Chairperson Dir. Andrea Celene M. Magtalas.

## III. Highlights of the Meeting

Topics/Issues	Comments/Decisions/Instructions
<p><b>A. Pre-Bid Conference</b></p> <p><b>1. Consultancy Services for the Environmental Compliance of the Department (FY 2019 Project)</b></p> <p><b>2. Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Energy Recovery Ventilation System, Exhaust Fans and Associated Ductworks for the DBM Arcache Building (FY 2019 Project)</b></p>	<ul style="list-style-type: none"> <li>• The TWG in-charge, Ms. Jeana Lyn A. Caceres, discussed clarified and explained, among other things, the eligibility requirements and the technical and financial components of the project. In the presentation, Ms. Caceres emphasized the need to submit an updated Mayor's Permit.</li> <li>• The prospective bidder raised the following questions:             <ol style="list-style-type: none"> <li>1. On Bid Security Aare Bid Security in the form of Cash Bond? – the BAC replied that Bid Security may be in the form of any of the ff:                 <ol style="list-style-type: none"> <li>a) Cash or Cashier's /Manager's Check issued by a Universal or Commercial;</li> <li>b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank;</li> <li>c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; or</li> <li>d) Notarized Bid Securing Declaration.</li> </ol> </li> </ol> </li> <li>• The submission and opening of bids will be on 28 January 2020, 9:00 am</li> <li>• Ms. Erika Joyce San Diego, representative of Jodans Engineering attended the pre-bid conference.</li> <li>• The TWG in-charge, Mr. Rainier Diaz discussed, clarified and explained, among other things, the eligibility requirements and the technical and financial components of the project. In the presentation, Mr. Diaz emphasized the common reasons of bidders' disqualification based on DBM's experience in previous procurement projects.</li> </ul>

Topics/Issues	Comments/Decisions/Instructions
<p><b>3. Subscription of Freshdesk Ticketing Tool (FY 2020 Project)</b></p>	<ul style="list-style-type: none"> <li>• The prospective bidder requested for site inspection and the BAC informed her to coordinate with the BAC Secretariat for the schedule.</li> <li>• Mr. Selwyn Uy and Rosanie Satsatin both from i4 Asia attended the pre-bid conference.</li> <li>• The TWG in-charge, Mr. Rainier Diaz discussed, clarified and explained, among other things, the eligibility requirements and the technical and financial components of the project. In the presentation, Mr. Diaz emphasized the submission of the updated Mayor's Permit or if not yet available, the application and Official Receipt thereto.</li> <li>• The BAC discussed the options/forms of Bid Security. The prospective bidder/s were also advised to check the Bidding Documents particularly the Instructions to Bidders and the Technical Specification.</li> <li>• The BAC Vice Chairperson also discussed/clarified the distinctions between Bid Security and Performance Bond/Security.</li> <li>• There were no questions raised as regards to the technical specifications of the project but bidders were advised that they can request for clarification until 18 Jan 2020. The BAC informed the bidder/s that a Supplemental Bid Bulletin may be issued in response to requests for clarifications made by the prospective bidders when warranted.</li> <li>• The bidders were also advised on the following requirements: <ul style="list-style-type: none"> <li>○ Rules on notarization;</li> <li>○ For the financial proposal, no breakdown is needed but all pages must be signed;</li> <li>○ Vat Returns must be June to Nov 2019;</li> <li>○ Submission of PhilGeps Platinum Membership in accordance with the rules;</li> <li>○ Non-disclosure of the details/information of clients due to existing policy is allowed but must be referred to in the list of all on-going projects;</li> </ul> </li> <li>• The prospective bidders disclosed/claimed that they are "technically the only distributor" of freshdesk in the country. The Vice Chairperson explained that provided all documentary requirements are complied with in accordance with the RA 9184, the method of procurement may be Direct Contracting.</li> </ul>

Topics/Issues	Comments/Decisions/Instructions
<p><b>4. DBM Data Center Referesh and Support Services</b></p>	<ul style="list-style-type: none"> <li>• The pre-bid conference was attended by the representatives of the following companies: <ul style="list-style-type: none"> <li>○ Trends</li> <li>○ SMS Global Technologies</li> <li>○ Multi-Fold Links</li> <li>○ TIM</li> <li>○ MPIT</li> <li>○ Infobahn</li> <li>○ Pronet Systems</li> </ul> </li>   <li>• The TWG in-charge, Ms. Darlene Reyes discussed, clarified and explained, among other things, the eligibility requirements and the technical and financial components of the project. Ms. Reyes emphasized the common reasons of bidders' disqualification based on DBM's experience in previous procurement projects and the ways to prevent similar occasions of disqualifications.</li>   <li>• The prospective bidders raised the following concerns/questions/clarifications: <ul style="list-style-type: none"> <li>○ On the SLA, can you consider "percentage of component" as the factor for computation? – The BAC replied to the negative and explained that this project is considered as "one whole" project hence it is neither compartmentalized nor it broken down into several components.</li> <li>○ On the required certificates, can we submit/use certificates of "partner" distributor? – The intent of the certificate is to ensure that all personnel who will be assigned in the installation and/or maintenance are competent/qualified/certified personnel of the contractor. This must be established by the bidder in their submission. The provisions of the Bid Documents on this item remains.</li> <li>○ On PCAB License, are bidders required to be licensed in "all" or "signed and sealed plan" by an Engineer would suffice? – The End-user will reconsider.</li> <li>○ On the terms of payment, do you allow progress billing? – The end-user will discuss on the matter. Any changes will be subject to the issuance of a Supplemental Bid Bulletin, otherwise the provisions of the Bid Documents will remains.</li> <li>○ On the schedule of site inspection - Bidders will be notified through the BAC Secretariat.</li> </ul> </li> </ul>

Topics/Issues	Comments/Decisions/Instructions
	<ul style="list-style-type: none"> <li>• The decision of the BAC to amend any provision of the Bidding Documents will be through a Supplemental Bid Bulletin.</li> <li>• Required Certificates must be submitted during the appointed schedule of submission and bid opening and subject to post qualification.</li> </ul>
<p><b>B. Other Matters</b></p> <p><b>1. Consultancy Services for the Independent Functional and Technical Infrastructure Quality Assurance Services for the System Integration and Stabilization of the Budget and Treasury Management System (BTMS)</b></p> <p><b>2. FY 2020 Supplemental Annual Procurement Plan No. 1</b></p>	<ul style="list-style-type: none"> <li>• On the recommended weight for evaluation of the technical proposals of consultants pursuant to Section 33.2.2 of the 2016 Revised IR:             <ol style="list-style-type: none"> <li>1. The TWG in-charge, Mr. Rainier Diaz, discussed provisions of the Manual of Procedures for the Procurement of Consulting Services specifically on the recommended weights for evaluation.                 <ol style="list-style-type: none"> <li>a) Option 1: retain the 40-40-20 distribution of weights; or</li> <li>b) Option 2: adjust to 40-30-30 pursuant to the recommended distribution as provided in the Manual.</li> </ol> </li> <li>2. The members of the BAC instructed the TWG and the end-users to discuss on the “sub weights” assuming that the Resolution is approved by 14 January 2020.</li> </ol> </li> <li>• The following procurement projects shall be recommended for inclusion in the Supplemental Annual Procurement Plan:             <ol style="list-style-type: none"> <li>1. Supply and Delivery of Memento Items for the CY 2020 Implementation of the DBM PRAISE</li> <li>2. Cloud Infrastructure as a Services</li> <li>3. Subscription of VEEAM Back-up and Replication Software</li> <li>4. Subscription of Advanced Endpoint Security Solution</li> <li>5. Subscription of NESSUS Pro Vulnerability Assessment Tool</li> </ol> </li> </ul>

**IV. Adjournment**

There being no other matters to be discussed, the meeting was adjourned at 1:00 p.m.

Prepared by:

  
**Joyce D. Labao**  
 Secretariat

Noted by:

  
**ANDREA CELENE M. MAGTALAS**  
 Vice Chairperson



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

Date: JAN. 14, 2019 2020

**BIDS AND AWARDS COMMITTEE**

	PRINT NAME	OFFICE/BUREAU	DESIGNATION	SIGNATURE
1	ASec. Achilles Gerard C. Bravo	IM	Chairperson	
2	Dir. Andrea Celene M. Magtalas	ICTSS	Vice Chairperson	
3	Dir. Ryan S. Lita	LS	Member	
4	OIC-Dir. Rowel D. Escalante	CPMS	Member	
5	Ms. Eden D. Pangilinan	FS	Member	<i>E. Pangilinan</i>
6	OIC-Adir. Rosemarie D. Pagala (vice Dir. Lita)	LS	Alternate Member	
7	Adir. Elena Regina S. Brillantes (vice OIC-Dir. Escalante)	Bureau C	Alternate Member	
8	OIC-Dir. Yolanda R. Reyes (vice Ms. Pangilinan)	FPRB	Alternate Member	
9	Mr. Virgilio Umpacan, Jr.	Budget Rep.	Member	<i>V. Umpacan</i>
10	Ms. Benjieleth Zuniga (vice Mr. Umpacan)	Budget Rep	Alternate Member	
11	Mr. Rainier H. Diaz	LGRCB	TWG	<i>R. Diaz</i>
12	Atty. Keith Francis Briones	LS	TWG	<i>K. Briones</i>
13	Ms. Jeana Lyn A. Caceres	BMB-D	TWG	<i>J. Caceres</i>
14	Ms. Jeramie Ardi L. Simbre	AS-HRMD	TWG	<i>J. Simbre</i>
15	Mr. George V. Sotelo	ICTSS	TWG	<i>G. Sotelo</i>
16	Ms. Darlene G. Reyes	ICTSS	TWG	<i>D. Reyes</i>
17	Ms. Jhoana Marie E. Rull	OCIO	TWG	<i>J. Rull</i>
18	Ms. Jimmae Ma. Janina J. Papa	AS-CRD	TWG	<i>J. Papa</i>
19	Ms. Joyce D. Labao	AS-PMD	Secretariat	<i>J. Labao</i>
20	Atty. Juan Emmanuel M. Reyes	AS-OD	Secretariat	<i>J. Reyes</i>
21	Ms. Abegail D. Igna	AS-PMD	Secretariat	<i>A. Igna</i>
22	Ms. Ellen Mae Estipona	AS-PMD	Secretariat	<i>E. Estipona</i>
23	Mr. Marco David	AS-PMD	Secretariat	<i>M. David</i>
24	Ms. Rhonna Puno	AS-PMD	Secretariat	<i>R. Puno</i>
25	Ms. Charlene Cadiz	AS-PMD	Secretariat	<i>C. Cadiz</i>
26	Ms. Judith P. Hakim	AS-PMD	Secretariat	<i>J. Hakim</i>
27	DBM-COA Representative	DBM-COA	Observer	
28	<i>Donna De Ocampo</i>	<i>AC</i>	<i>EUR</i>	<i>D. Ocampo</i>
29	<i>Dir. Thea Marie Corrine F. Palanca</i>	<i>AC</i>	<i>EUR</i>	<i>T. Palanca</i>
30	<i>Engr. Anne Sta. Barbara</i>	<i>AS</i>	<i>EUR</i>	<i>A. Sta. Barbara</i>
31	<i>ALBERTA D. PANGILINAN</i>	<i>ICTSS</i>	<i>ITO II</i>	<i>A. Pangilinan</i>
32	<i>Henry M. Carandang</i>	<i>ICTSS</i>	<i>ITO I</i>	<i>H. Carandang</i>
33	<i>AMIEL G. DEL ROSARIO</i>	<i>ICTSS</i>	<i>ITO III (ENR)</i>	<i>A. Del Rosario</i>
34	<i>MA. LOURDES BAEUIG</i>	<i>ICTSS</i>	<i>OIC - ITO III</i>	<i>M. Baeuig</i>
35	<i>JOHANA S. ROSTATA</i>	<i>OCIO - B TMS</i>	<i>PO IV</i>	<i>J. Rostata</i>
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Date of Meeting: JAN 14, 2020

BIDDERS

	NAME OF PROJECT	NAME OF BIDDER	COMPANY NAME	LANDLINE NO.	CELLPHONE NO.	EMAIL ADD	SIGNATURE
1	Consentary Seminar for the City	Consentary Seminar	Consentary Seminar		0919670244	consentary@consentary.com	[Signature]
2	Supply Delivery, Installation, Testing & Commissioning of Energy Recovery Ventilation System Exhaust Fan and Associated Ductwork	FRIBO JOYCE SAN DIEGO	JODANS ENGINEERING	342-4047	091609160707	jodanseng-bidsdept@gmail.com	[Signature]
3	DATA CENTER PROJECT	JOSEPH MINIS	TRENDS FRIENDS CORP	818181	0175154838	jodanseng@trends.com	[Signature]
4	DC PROJECT	KEVIN MARTIN CAMERINO	TIM	(02)88571800	09173023007	kevin@trends.com	[Signature]
5	DATA CENTER	CARLO MIMARDO	TIM	857-1846	0925636333	carlo@mimardo.net	[Signature]
6	DATA CENTER	JULIAN STARLING	TIM	567-1846	09269284539		[Signature]
7	DATA CENTER	EDWIN PULO M. TORRES	TIM	097-1046	0966-3307245		[Signature]
8	DATA CENTER	ANYA FRANCISCO	SING GLOBAL TECHNOLOGIES	686-7499	0917515437	anya.francisco@sing.com	[Signature]
9	DATA CENTER	HESSICA SHIMIZU	SING GLOBAL TECHNOLOGIES	636-7499	0925277414	penelope.veitue@multifold.com	[Signature]
10	DATA CENTER	Penelope Cecillia Kawan Em	J MULTI-FOLD Inters. Inc	726 1440	0925277414	penelope.veitue@multifold.com	[Signature]
11	Freshdesk: Subscription	Selwyn Uy	J 14 Avia	8-631-2719	09178124062	sel@14aviacorp.com	[Signature]
12		Rayanne Sakata				scat@14aviacorp.com	[Signature]
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19	DATA CENTER	KEVIN M. TORRES	MAJET	5312889	09772777833	mike.mak@majet.com	[Signature]
20	DATA CENTER	DEXTEL RAYTEL	IXFOZAN	9136688	0917551999	DEXTEL@ixfozan.com	[Signature]
21	DATA CENTER	ROY LINGCOL	PRONET SYSTEMS	2700010-18	01290356785	r.singcol@pronet.com.ph	[Signature]
22	DATA CENTER	JONATHAN ESTROBILLO	PRONET SYSTEMS		09154487380	j.estrobillo@pronet.com.ph	[Signature]
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