



Rm. M-511, 5th Floor, Mabini Bldg., DepEd Central Office Complex, Meralco Avenue, Pasig City, Philippines
☎ 636.6542 / 633.9343 / email: depedcentral.bacsecretariat@deped.gov.ph

Bids and Awards Committee IV

Minutes of Pre-Bid Conference

Project(s) : **Subscription to Research Journals**
ABC : **PhP3,000,000.00**

Date & Time : **September 18, 2018; 9:30A.M.**
Venue : **Office of the Assistant Secretary for Public Affairs and Alternative Learning System Conference Room, Second Floor, Rizal Bldg., DepEd Complex, Meralco Avenue, Pasig City**

Present:

Bids and Awards Committee (BAC) IV: Asec. G.H. S. Ambat, Chairperson; and Ms. Mariel C. Bayangos and Mr. Robertson M. Tuliao, Provisional Members

Procurement Management Service: Ms. Joyce Anne C. Morales, TA; and Mr. Andrew M. Felipe and Ms. Phoebe Ann R. Wagan, Administrative Support (BAC Secretariat Division)

End-User Reperesentative(s): Mr. Emiljohn C. Sentillas, Ms. Cristina A. Cay and Mr. Michael J.V. Managu (PS-PRDD)

Observer: Mr. Jericho P. Bilaran (PAS-PD)

Prospective Bidder(s):None

I CALL TO ORDER

Asec. G.H. S. Ambat, BAC IV Chairperson, presided and called the pre-bid conference to order at 10:45A.M. The BAC Secretariat documented the minutes of meeting.

II CERTIFICATION OF QUORUM

The BAC IV Chairperson certified that the quorum of the BAC was present to transact business. She acknowledged the presence of the BAC members, BAC Secretariat, end-user representatives, and observer.

56 III HIGHLIGHTS OF DISCUSSION

57
58 Mr. Andrew M. Felipe, BAC Secretariat, reported to the BAC that no
59 bidder came to attend the pre-bid conference.
60

61 The BAC IV Chairperson instructed the BAC Secretariat to proceed
62 with the presentation of the details of the project.
63

64 Mr. Felipe read out the key points of the projects and important
65 sections of the Bidding Documents such as the Approved Budget for
66 the Contract (ABC), Instructions to Bidders, Special Conditions of the
67 Contract, Schedule of Requirements, deadline for submission and
68 opening of bids, and Technical Specifications.
69

70 Ms. Mariel C. Bayangos, Provisional Member and end-user
71 representative, discussed the final revisions in the Technical
72 Specifications incorporated in the Bidding Documents as agreed last
73 BAC meeting, September 5, 2018. She also stated that the end-user
74 also prepared copies of allocation list in case bidders would ask for
75 such. She also presented the basis for the computation of the number
76 of target users for this project. The BAC IV Chairperson suggested for
77 the allocation list to be included in the Bid Bulletin.
78

79 The BAC IV Chairperson asked the end-user to clarify the phrase
80 "unlimited users at a time" under Technical Specifications, Users. Ms.
81 Bayangos explained that the phrase means simultaneous user count
82 per day. The BAC IV Chairperson also requested for the clarification
83 under the Technical Specifications, Access. The end-user concurred.
84

85 The BAC IV Chairperson also asked the end-user how they picture out
86 the training that will be done for this project. Ms. Bayangos stated
87 that the design of the training will be provided by the supplier. She
88 also added that PRDD and Planning Service personnel will be
89 prioritized for the said training.
90


91 The BAC IV Chairperson randomn the matters to be included in the
92 bid bulletin. She instructed the end-user representatives to prepare
93 the necessary revisions and submit the same to the BAC Secretariat
94 on or before September 21, 2018. She also instructed the BAC
95 Secretariat to prepare the Bid Bulletin for this project. The BAC
96 Secretariat concurred.
97

98 Having no other matters to discuss, the pre-bid conference was
99 adjourned at 10:24 A.M.
100

101
102 Prepared by:

103 
104
105 PHOEBE ANN R. WAGAN
106 Administrative Support
107 BACSecretariat Division
108

Reviewed and Noted By:


105 JAMES RONALD G. YBIERNAS
106 Project Development Officer III
107 BACSecretariat Division
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Minutes of Pre-Bid Conference

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Second Floor, Rizal Bldg., DepEd Complex, Meralco
Avenue, Pasig City**

Concurred by:
BIDS AND AWARDS COMMITTEE IV

G.H. S. AMBAT
Assistant Secretary and Chairperson

MARIEL C. BAYANGOS
Provisional Member

ROBERTSON M. TULIAO
Provisional Member



PROCUREMENT MANAGEMENT SERVICE

Room 511, 5th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; email: depedcentral.bacsecretariat@deped.gov.ph

Direct Line / Telefax: 633.93.43 / 636.65.43

BIDS AND AWARDS COMMITTEE IV
ATTENDANCE SHEET FOR BIDDERS

◇ Pre-Procurement

◆ Pre-Bid Conference

◇ Bid Opening

◇ Other BAC Meeting

Project No. : **2018-09-PS3(001)-BIV-CB-016**

Project(s) : **Subscription to Research Journals**

End-User : **PS-Policy Research and Development Division**

ABC : **PhP 3,000,000.00**

Date : **September 18, 2018**

Time: **9:30 A.M.**

Venue : **OASPAS-ALS Conference Room, 2nd Floor, Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City**

PLEASE PRINT LEGIBLY.

No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased BDs	Date & Time of Submission of Bids (for BO only)
1		<i>No Bidder</i>				
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Bids and Awards Committee IV

◇ Pre-Procurement Conference ◆ Pre-Bid Conference ◇ Bid Opening ◇ Other BAC Meeting:

Project No. **2018-09-PS3(001)BIV-CB-016**

Project(s) **Subscription to Research Journals**

End-User **PS-Policy Research and Development Division**

ABC **PHP 3,000,000.00**

Date **September 18, 2018**

Venue **OASPAS-ALS Conference Room, 2nd Floor, Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City** Time **9:30 A.M.**

Name / Office	Signature	Name / Office	Signature
I. BAC Officials			
Chairperson		Provisional Members	
Asec. G.H. S. Ambat <i>Public Affairs and ALS</i>		Mr. Cesar S. Abalon <i>Chief, SSD</i>	Atty. Cornelio A. Pacala <i>Chief, Investigation Division</i>
Vice-Chairperson		Ms. Maritess L. Ablay <i>CAO, AMD</i>	Engr. Luis G. Purisima, Jr. <i>Asst. Chief, EFD</i>
Dir. Ma. Lourdes D. Pantoja <i>BHIROD</i>		Ms. Betsy C. Agamata <i>CEPS, BLR-LRPD</i>	Ms. Louisa S. Roberto <i>Chief, EAMD</i>
Regular Member		Ms. Mariel C. Bayangos <i>PDO V, PRDD</i>	Mr. Robertson M. Tuliao <i>AO V, AMD</i>
Dir. John Arnold S. Siena <i>NEAP</i>		Ms. Sonia R. de Leon <i>Chief, Cash Division</i>	Arch. Felix F. Villanueva, Jr. <i>Architect II, EFD</i>
II. Office of the Asst. Sec. for Finance-BPM and Procurement			
Ramon Fiel G. Abcede, Assistant Secretary		Mr. Francis Allen B. Dela Cruz <i>CAO, Personnel Division</i>	
III. Procurement Management Service			
Joel S. Erestrain, Director IV		Engr. Rommel L. Esplana <i>Engineer II, EFD</i>	
		Mr. Deogracias B. Genito, Jr. <i>ITO I, EMISD</i>	
		Mr. Abelardo B. Medes <i>CEPS, BEA-EAD</i>	

BAC Secretariat Division

Adonis R. Barraquias, CAO	Ivy E. Acebo, TA	Paula Janine L. Manuel, AS
James Ronald G. Ybiernas, PDO III	Lady Love S. Arenas, TA	Reymark B. Nagallo, AS
Jose Antonio G. Flores, AO IV	May Ann D. Escorsa, TA	Lee Jeffrey Roedell C. Oliva, AS
Jessa B. Buela, AO II	Joyce Anne C. Morales, TA	Marianes M. Parcon, AS
Marilou A. Caagbay, AO II	Christa O. Nicolas, TA	Homer A. Silva, AS
Raquel S. Familara, AA III	Lauro L. Roberto, Jr., TA	Phoebe Ann R. Wagan, AS
Marlgin de Jack S. Salayon, AA III	Andrew M. Felipe, AS	Danilo A. Catague, Messenger

Name / Office	Signature	Name / Office	Signature
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IV. Technical Working Group (TWG)

V. End-User Representative(s)

Emiljohn C. Sentillas, PS-PICO	
CRISTINA A. CAM	
Michael J.V. Mananzu	

VI. Observer(s)

JERICO P. BILTRAN	

PAR-7D