



Republic of the Philippines
Department of Education



PROCUREMENT MANAGEMENT SERVICE
OD ☎ 633.7232 PPMD ☎ 636.6543 CMD ☎ 635.3762

Rm. M-511, 5th Floor, Mabini Bldg., DepEd Central Office Complex, Meralco Avenue, Pasig City, Philippines
Telefax: 633-93-43 ☎ 633-65-43 / email: depedcentral.bacsecretariat@deped.gov.ph

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Bids and Awards Committee IV

Minutes of Pre-Bid Conference

Project No. : 2019-07-AdmS4(008)-BIV-CB-002
Project : Supply and Delivery of School Furniture for Elementary,
and Junior and Senior High Schools under the Ten
Percent (10%) Allocation for Cooperatives of Persons with
Disability (PWD) CY 2019
ABC : PhP213,728,000.00
End-User : Education Facilities Division (EFD)
Date & Time : July 19, 2019, 2:00 P.M.
Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd
Complex, Meralco Avenue, Pasig City

Present:

Bids and Awards Committee (BAC) IV: Dir. Roger B. Masapol, Vice-Chairperson;
Dir. Ella Cecilia G. Naliponguit, Regular Member; and Ms. Sonia R. de Leon,
Provisional Members

Procurement Management Service: Ms. Ivy E. Acebo, Senior Technical Assistant II,
Mr. Lauro L. Roberto, Jr., Senior Technical Assistant I and Mr. Adrian Paul D.
Esplana, Messenger (BAC Secretariat Division)

End-User Representative(s): Engr. Myrna S. Erazo- Education Facilities Division
(EFD)

Observer(s): Mr. Leonardo Bautista, Commission on Audit (COA)

Prospective Bidder(s): (see attached attendance Sheet)

1) Achilles L. Bayano and Joemar L. Esteban (San Francisco Association of
Differently Abled Person- Multi Purpose Cooperation); 2) Reynaldo C. Merida
(AMCHA- Multi Purpose Cooperative); 3) Renato F. Lobrequet (SIKAP MPC); 4)
Jocelyn Manlangit, Adoracion B. Mendoza and Alex Chua (Roseco Marketing
Ventures); 5) Katrina Castillo (Ergo Contracts); 6) JR Nicdao (Summit Furnishing);
7) Janet Abad Santos (Betis Crafts, Inc.); 8) Alsec Bello, Richard Arceño, Ramil
Ombal and Joefrey Escartan (Bigay Buhay MPC); 9) Ireneo Lobo, Isidro Santos,
Avelino Lubo, Wally Garces and Jerry Villarín (Alliance of Isabela Disabled Person
Development Cooperative); 10) Ted G. Fulgencio (SMARY'S PWD Producers

58 Cooperative, Pangasinan); 11) E. Aldridle (Haworth); 12) Alfie A. Pinos, Enero P
 59 Magtoto and Alex Liban (Metro Mobilla); and 13) Gissezle Amador (Infinite Quality
 60 Designs Center, Inc.)

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 62 I. CALL TO ORDER
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64 Dir. Roger B. Masapol, BAC IV Vice-Chairperson, presided and called the
 65 pre-bid conference to order at 2:00 P.M. The BAC Secretariat documented
 66 the minutes of meeting.
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68 II. CERTIFICATION OF QUORUM
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70 The BAC IV Vice-Chairperson certified that the quorum of the BAC was
 71 present to transact business. He acknowledged the presence of the BAC
 72 members, BAC Secretariat, End-User Representative, observer and
 73 prospective bidders.
 74

75 III. HIGHLIGHTS OF DISCUSSION
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77 The BAC IV Vice-Chairperson welcomed everyone to the pre-bid conference.
 78

79 The BAC IV Vice-Chairperson gave a brief description of the project and
 80 asked the prospective bidders to introduce themselves and the company they
 81 represent. Moreover, the BAC IV Vice-Chairperson announced that the floor
 82 was open to queries, information, proposals or other concerns coming from
 83 the prospective bidders or suppliers on the assumption that the prospective
 84 bidders have downloaded bidding documents from the PhilGEPS, requested
 85 from the BAC Secretariat for copies of the same, or bought copies of the
 86 same. The floor was open to all and the BAC Secretariat moderated the
 87 discussion.
 88

89 The BAC Secretariat proceeded with the presentation of the project
 90 information and focused on the salient features of the Bidding Documents
 91 and opened the floor for queries after each provision as follows:
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<i>Instructions to Bidders / Bid Data Sheet</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section II. ITB	Mr. Reynaldo C. Merida, AMCHA Multi Purpose Cooperative representative clarified if the bid securing declaration can be submitted for each contract (lot) separately.	BAC IV Vice-Chairperson confirmed that bid securing declaration can be submitted for each contract (lot) separately.	N
Section III. BDS, ITB Clause 5.4	Mr. Merida queried if "two seaters with chairs" is similar contract for this project.	BAC IV Vice-Chairperson responded that "two seaters with chairs" is a similar contract for this project.	N

	Mr. Merida inquired if for example joint venture of Cooperative A, Cooperative B and Cooperative C has a SLCC in the amount of 100M, with share of Cooperative A-40%, Cooperative B-30% and Cooperative C-30%. If Cooperative A will join and utilize that contract, only 40% of that 100M will be considered amount of the SLCC?	Ms. de Leon replied that the entire amount of contract can be used for SLCC by any of them.	
Section III. BDS, ITB Clause 12.1	Mr. Isidro Santos, Alliance of Isabela Disabled Person's Development Cooperative (AIDPDC) representative clarified only 50% of the contract has been completed out of several lots considered an ongoing contract of the bidder.	Ms. Sonia R. de Leon, Provisional Member stated that it can be considered as one (1) contract of the bidder provided the outstanding value shall be provided in the duly signed Statement of All Ongoing Government and Private Contract form provided in Section VIII, Bidding Forms.	N

<p>Section III. BDS, ITB Clause 12.1(b)(iii)</p>	<p>Mr. Richard Arceño, Bigay Buhay MPC representative, inquired if the bidder for this project is exclusively for PWD cooperatives.</p> <p>Prospective bidders queried if joint venture is between the two (2) PWD Cooperatives?</p>	<p>BAC IV Vice-Chairperson replied that the bidder for this project is exclusively for PWD cooperatives.</p> <p>BAC IV Vice-Chairperson responded that the joint venture is between the 2 PWD Cooperatives.</p>	<p>N</p>
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<p>Section III. BDS, ITB Clause 20.2</p>	<p>a) Mr. Merida clarified for following:</p> <p>1) submit one (1) set of bidding documents regardless a bidder bid on one (1) or more lots;</p> <p>2) statement of compliance with technical specifications, filled out Price Schedule and filled out Net Financial Contracting Capacity (NFCC) must be produced in electronic forms recorded on three (3) CDs; and</p> <p>3) sealed envelopes for Technical Proposal and Financial Proposal shall be submitted separately.</p> <p>c) Mr. Arceño questioned the statement of compliance with technical specifications, filled out Price Schedule and filled out Net Financial Contracting Capacity (NFCC) may be produced in electronic forms recorded on USB Flash Drive.</p>	<p>BAC IV Vice-Chairperson responded, to wit:</p> <p>1) a bidder may bid on one or more lots and submit only 1 set of bidding documents;</p> <p>2) statement of compliance with technical specifications, filled out Price Schedule and filled out Net Financial Contracting Capacity (NFCC) must be produced in electronic forms recorded on three (3) CDs must be produced in electronic forms recorded on three (3) CDs; and</p> <p>3) bidder shall submit separately the sealed envelopes for Technical Proposal and Financial Proposal</p> <p>BAC IV Vice-Chairperson responded that the said documents mentioned may be produced in electronic forms recorded on USB Flash Drive.</p>	<p>N</p>
<p>Section III, BDS, ITB Clause 29.2</p>	<p>Mr. Arceño asked how to determine the authenticity of Certification from the National Council for Disability Affairs (NCDA) stating that the Cooperative is a cooperative of persons with disability. He also verified the submission of bidders track of records of single largest</p>	<p>BAC IV Vice-Chairperson stated that Certificate of Compliance issued by the Cooperative Development Authority is</p>	<p>N</p>



	<p>contract similar to the project, equivalent to at least fifty percent (50%) of the ABC of the contract within five (5) years must have completed a single largest contract similar to the project.</p>	<p>sufficient and subject to further validation.</p> <p>Ms. de Leon stated that the bidder declared as having the LCB shall submit the following requirements:</p> <p>a) Certification from the National Council for Disability Affairs (NCDA) stating that the Cooperative is a cooperative of persons with disability is renewable every year subject to compliance of the set of requirements provided by the NCDA; and</p> <p>b) the bidders must have completed a single largest contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC of the contract to be bid within five (5) years immediately preceding the deadline date for submission and receipt of bids.</p>	
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<i>Schedule of Requirements</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section VI. Contract Duration	Prospective bidders proposed the BAC to increase the contract duration to 60 calendar days for lots 1 to 6.	The BAC noted the proposal of the prospective bidders. The BAC informed the prospective	Y

	Mr. Arceño queried the basis of clustering of NCR and Region II.	<p>bidders that the proposal shall be discussed during the next meeting.</p> <p>The BAC IV Vice-Chairperson instructed Engr. Myrna S. Erazo, end-user (EU) representative the basis for clustering of NCR and Region II. Engr. Erazo responded that the Region II is clustered with NCR to ensure that it will be bid out.</p>	
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<i>Technical Specifications</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section VII	Mr. Alsec Bello, BBMPC queried on the submission of sample of the item.	BAC IV Vice-Chairperson responded that the submission of sample item shall only be submitted by the declared lowest calculated bidder.	N

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<i>Other Matters</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Section III. Bid Data Sheet, ITB Clause 5.4	Prospective bidders clarified if bidder may use the same contract for all lots it intends to bid for, subject to SLCC requirements. This means a single contract amounting to 50%, will be treated independently per lot.	The BAC decided that bidders may use at least two (2) similar contracts for all lots it intends to bid for and the aggregate amount of the contract should be at least twenty-five (25%) of the ABC of the lot to be bid.	Y


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The BAC IV Vice-Chairperson announced that having exhausted most of the bidders' queries and issues, the prospective bidders may write a clarification which may be sent via the BAC Secretariat e-mail address on or before July 22, 2019 5:00 P.M. Furthermore, the BAC IV Vice-Chairperson stated the

100 BAC will issue a Bid Bulletin if necessary on or before July 24, 2019 5:00
101 P.M.
102
103 Having no other matters to discuss, the pre-bid conference was adjourned at
104 3:20 P.M.
105

107 Prepared by:

Reviewed by:

109
110 
111 **IVY E. ACEBO**
112 Senior Technical Assistant II
113 BAC Secretariat Division
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111 **LAURO L. ROBERTO, JR.**
112 Senior Technical Assistant I
113 BAC Secretariat Division
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117 **Minutes of Pre-Bid Conference**
118

119 Project No. : 2019-07-AdmS4(008)-BIV-CB-002
120 Project : Supply and Delivery of School Furniture for Elementary,
121 and Junior and Senior High Schools under the Ten
122 Percent (10%) Allocation for Cooperatives of Persons with
123 Disability (PWD) CY 2019
124
125 ABC : PhP213,728,000.00
126 End-User : Education Facilities Division (EFD)
127
128 Date & Time : July 19, 2019, 2:00 P.M.
129 Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd
130 Complex, Meralco Avenue, Pasig City
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132

133 Concurred by:
134 BIDS AND AWARDS COMMITTEE IV
135

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138 **ROGER B. MASAPOL**
139 Director IV and Vice-Chairperson
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142
143 **ELLA CECILIA G. NALIPONGUIT**
144 Director III and Regular Member
145

146
147 
148 **SONIA R. DE LEON**
149 Provisional Member



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PROCUREMENT MANAGEMENT SERVICE

Bids and Awards Committee IV

ATTENDANCE SHEET

Project(s) : **Supply and Delivery of School Furniture for Elementary, and Junior and Senior High Schools under the 10% Allocation for Cooperatives of Persons with Disability (PWD) CY 2019**

◆ Pre-Procurement Conference ◆ Pre-Bid Conference ◆ Bid Opening ◆ other BAC Meeting:

Date : **July 19, 2019** Time : **2:00 P.M.**

Venue : **BCD Conference Room**

I. BAC Officials		BAC Secretariat Division	
Name / Position	Signature	Name / Position	Signature
Chairperson		Paula Janine L. Manuel, TA II	
Usec. Jesus L.R. Mateo <i>Planning and Field Operations</i>		Phoebe Ann R. Wagan, TA II	
Vice-Chairperson		John Raymar C. Cheng, TA I	
Dir. Roger B. Masapol <i>Planning Service</i>		Andrew M. Felipe, AS II	
Regular Member		Reymark B. Nagallo, AS II	
Dir. Ella Cecilia G. Naliponguit <i>Bureau of Learner Support Services</i>		Lee Jeffrey Roedell C. Oliva, AS II	
Provisional Members		Marianes M. Parcon, AS II	
Ms. Sonia R. de Leon <i>Chief, Cash Division</i>		Homer A. Silva, AS II	
Engr. Luis G. Purisima, Jr. <i>Assistant Chief, EFD</i>		Danilo P. Catague, Driver II	
II. Office of the Asst. Sec. for Procurement and Administration		Adrian Paul D. Esplana, Messenger	
Atty. Salvador C. Malana III, <i>Assistant Secretary</i>		Melvin R. Parreño, Messenger	
III. Procurement Management Service			
Joel S. Erestain, Director IV			

Name / Office	Signature	Name / Office	Signature	Name / Office	Signature
IV. Technical Working Group (TWG)					
V. End-User Representative(s)					
MURNA S. BRAZD		EFD			
VI. Observer(s)					
Leo Bautista		COA			



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Bids and Awards Committee I II III IV V

ATTENDANCE SHEET FOR BIDDERS

Pre-Procurement Pre-Bid Conference Bid Opening Other BAC Meeting

Project(s) : Supply and Delivery of School Furniture for Elementary, and Junior and Senior High Schools under the 10% Allocation for Cooperatives of Persons with Disability (PWD) CY 2019

Date : July 19, 2019 Time: 2:00:00 P.M.

Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd Complex, Meralco Avenue, 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	San Francisco Association of Differently Abled person Multi-purpose cooperative	Achilles L. Bayano	69124961136		YES	
2	AMCHA MULTIPURPOSE COOPERATIVE	Reynaldo C. Merida	0917723911		YES	
3	SIKAP MPC	RENATO F. LOBRUQUE	09475567403		NO	
4	ROSECO Marketing Ventures	Jocelyn Manlangit	09162466726		NO	
5	ERGO CONTRACTS	KATRINA CASTILLO	09959846261		NO	
6	SUMMIT FURNISHINGS	JR NIADA	09051470025		NO	
7	BETIS CRAFTS, INC.	Janet Abad Santos	09255777085		NO	
8	Bigay Buhay MPC	Alice Peraldo	0919-4576068		NO	
9	Bigay Buhay MPC	Richard Arceño	09179012018		NO	
10	AIDPDC	FRENED LUISO	09158785329		YES	
11	"	IS/PRO SANYO	09195264739		YES	
12	SMARU'S PWD Producers Coop, Pangasinan	TED G. FULGENCIO	09777558269		NO	
13	AIDPDC	AZELINO LUISO	09357109034		YES	
14	AIDPDC	WALLY GARCES	0917-8225906		YES	



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Bids and Awards Committee I II III IV V

ATTENDANCE SHEET FOR BIDDERS

Pre-Procurement Pre-Bid Conference Bid Opening Other BAC Meeting

Project(s) : **Supply and Delivery of School Furniture for Elementary, and Junior and Senior High Schools under the 10% Allocation for Cooperatives of Persons with Disability (PWD) CY 2019**

Date : **July 19, 2019** Time: **2:00:00 P.M.**

Venue : **BCD Conference Room, 3/F, Bonifacio Building, DepEd Complex, Meralco Avenue, 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)
18	San Francisco Association of Differently Abled Person MPC	Joeman L. Estorban	0907290121	<i>[Signature]</i>	YES	
19	ROSECO MARKETING VENTURES	ADARLAN B. MENDOZA	09175061976	<i>[Signature]</i>	NO	
20	" " "	Aly Chan	"	<i>[Signature]</i>	NO	
21	Ramil Ombal	BBMC	09325065147	<i>[Signature]</i>	NO	
22	Joefrey Escartan	BBMC	09125813189	<i>[Signature]</i>	NO	
23	Jerry Alliance of Isabeln	Jerry Villarin	09336155630	<i>[Signature]</i>	NO	
24	HAWORTH	E. ALDIZOLE	07171839116	<i>[Signature]</i>	NO	
25	METRO MOBILIA	ALFIE A. PINOS	821-7261	<i>[Signature]</i>	NO	
26	METRO MOBILIA	ENERO P. MAGTOTO	821-7261	<i>[Signature]</i>	NO	
27	METRO MOBILIA	ALEX LIBAN	821-7261	<i>[Signature]</i>	NO	
28	INFINITE QUALITY DESIGNS CENTER INC	CRISTIE AXIADOR	091424559577	<i>[Signature]</i>	NO	
29						
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31						



REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION



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Bids and Awards Committee I II III IV V

ATTENDANCE SHEET FOR BIDDERS

Pre-Procurement Pre-Bid Conference Bid Opening Other BAC Meeting

Project(s) : Supply and Delivery of School Furniture for Elementary, and Junior and Senior High Schools under the 10% Allocation for Cooperatives of Persons with Disability (PWD) CY 2019

Date : July 19, 2019 Time: 2:00:00 P.M.

Venue : BCD Conference Room, 3/F, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City

PLEASE PRINT LEGIBLY.						
No.	FULL Name of Company	Name of Representative	Contact No.	Signature	Bidder has purchased Bids	Date & Time of Submission of Bids (for BO only)
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