



Republic of the Philippines  
Department of Education  
Procurement Management Service  
BAC Secretariat Division

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(revised 040519; prepared by conicolas)*

**Bids and Awards Committee V**

**Minutes of Pre-Bid Conference**

Project : **Connectivity Load for DepEd Employees**  
ABC : **PhP 1,200,000,000.00**  
End-User : **Information and Communications Technology Service –  
Technology Infrastructure Division (ICTS-TID)**  
Date & Time : **April 22, 2021; 09:00 A.M.**  
Venue : **Thru Videoconferencing via Microsoft (MS) Teams**

Present:

Bids and Awards Committee (BAC) II: Usec. Diosdado M. San Antonio, Chairperson;  
Asec. Ramon Fiel G. Abcede, Vice-Chairperson; and Mr. Francis Allen B. Dela Cruz,  
Provisional Member

Procurement Management Service: Mr. James Ronald G. Ybiernas, SAO, OIC; Ms.  
Jessa B. Buela, AO II; Mr. Reymark Nagallo and Ms. Marianes Parcon, TA II; Mr.  
Theo Jeremiah Baguio, TA I; and Ms. Tiffany Arcaya and Mr. Jaycee Quilatan, AS II  
(BAC Secretariat Division)

Technical Working Group (TWG): Mr. James C. Doctor; Mr. Christian Jay Cortez;  
and Mr. Edilberto M. Mungcal (ICTS-TID)

End-User Representative(s): Dir. Abram Y.C. Abanil (ICTS); and Engr. Ofelia L. Algo  
(ICTS-TID)

Observer(s): Mr. Leonardo Bautista (COA); Usec. Nepomuceno A. Malaluan (Chief of  
Staff); Ms. Justine Bernabe (NEAP-PDD); and Ms. Cricelyn Saquing (OASPA)

Prospective Bidder(s): (1) Smart Communications Inc. (Mr. Angelo Guzman and Ms.  
Mitchelle Guzman); (2) Curo Teknika Inc. (Mr. Julius Batalla and Ms. Gerallynne T.  
Galinea); and (3) Globe Telecom, Inc. (Ms. Carolina D. Dela Costa)

I. CALL TO ORDER

Usec. Diosdado M. San Antonio, BAC V Chairperson, presided and called the  
pre-bid conference to order at 9:02 A.M. The BAC Secretariat documented  
the minutes of meeting.

II. CERTIFICATION OF QUORUM

The BAC V Chairperson certified that the quorum of the BAC was present to  
transact business. He acknowledged the presence of the BAC members, BAC

51 Secretariat, Technical Working Group, End-User representatives, observers  
52 and prospective bidders.

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55 III. HIGHLIGHTS OF DISCUSSION

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57 Usec. Diosdado M. San Antonio, BAC V Chairperson, welcomed everyone to  
58 the conduct of pre-bid conference pursuant to Sec. 22 of RA 9184 and gave  
59 a brief description of the project at hand.

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61 The BAC V Chairperson instructed the BAC Secretariat to present the house  
62 rules during video conferencing.

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64 Ms. Jessa B. Buena stated that invitations were sent to the Commission on  
65 Audit (COA) and various civil society organizations (CSOs) thru letters dated  
66 April 16, 2021 and receipt of invitations were acknowledged through email.

67 Consistent with Sec 22.3, Rule VII of the IRR of RA 9184, the BAC V  
68 Chairperson instructed the BAC Secretariat to proceed with the discussion  
69 of project information, eligibility requirements, technical components of the  
70 contract, financial components of the contract and other salient features of  
71 the Bidding Documents. Ms. Buena also presented the deadline and venue  
72 for the submission and opening of bids as well as the deadline for submission  
73 of letter of clarifications from the bidders, if there is any.

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75 The BAC V Chairperson announced that the floor is open to queries,  
76 information, proposals or other concerns coming from the prospective  
77 bidders or suppliers and End -Users on the assumption that the prospective  
78 bidders have downloaded bidding documents from the PhilGEPS, requested  
79 from the BAC Secretariat for copies of the same, or bought copies of the same.  
80 The prospective bidders were asked to virtually raise their hands if have  
81 queries/clarifications and wait to be recognized before proceeding with their  
82 question(s). Details of the queries are as follows:

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<i>Bid Data Sheet</i>		
<i>Questions/Queries/ Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Yes/No)</i>
Request to extend the schedule for the submission of bids?	Cannot afford to extend the schedule further due to the lapsing of the fund by June 30, 2021.	No

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<i>Bid Data Sheet</i>			
<i>Provision</i>	<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Yes/No)</i>
<i>Invitation to Bid and Bid Data Sheet</i>	Is it possible to relax the similar contracts requirement at 25% of the ABC?	The similar contract requirement is already relaxed, requiring the bidder to submit at least two (2) similar contracts (aggregate contracts).  It is not possible to change it from 50% to 25%, because the 25% requirement is only allowed for consumables.	No
	Up to how many aggregate contracts should the bidder submit since it is indicated that it must be at least two (2) aggregate contracts?	There is no limit as to the number as long as the bidder can meet the 25% of a single contract. The rest of the contracts do not have any specific percentage required.	No

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<i>Schedule of Requirements</i>		
<i>Questions/Queries/Clarifications</i>	<i>BAC's Response</i>	<i>For Bid Bulletin (Y/N)</i>
Is this a three (3) months' contract with a PhP400.00 load per employee for the next three (3) months?	The load is good for three (3) months but it should be valid for one (1) year, in case the teachers or the employees cannot consume the load within three (3) months.	No

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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>
<i>Detailed Technical Specifications, Item No. 1</i>	Is there a study with regard to the data requirement of 34 GB? Why is it 34 GB?	This was the result of the market survey that the end-user conducted.	No

	Regarding the NTC Certification requirement, is it possible to relax it and just include it during the Post-Qualification?	For BAC discussion.	Pending decision.
<i>Detailed Technical Specifications, Item No. 2</i>	Help-Desk Support System, including Web Portal Management Facility and other related software and applications  Expound on the Portal Management requirement.  What do you want to see on that support system?	This is a facility where the contractor can provide reports on the issues that the users will be giving in case they have any questions during the implementation of the project.	No

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While the floor is open for queries, the BAC V Chairperson and Dir. Abram Y.C. Abanil clarified with the prospective bidders if they were also experiencing or have been told by NTC that the issuance of NTC certification is difficult to get and more challenging at this time. Ms. Mitchelle Guzman from Smart Communications Inc. replied that they encountered the same scenario. Asec. Ramon Fiel G. Abcede, BAC V Vice-Chairperson also asked the prospective bidders if the NTC informed them that they might not be able to provide the Certificate or will there be just a delay in the issuance of the said document. Ms. Carolina D. Dela Costa from Globe Telecom, Inc. responded that there would be just a delay in the issuance but still, the NTC can provide the said Certificate.

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The BAC V Chairperson reiterated that after 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 April 23, 2021, 5:00 P.M.

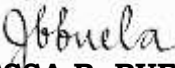
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Having no other matters to discuss, the pre-bid conference was adjourned at 9:45 A.M.

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Prepared by:  
  
**THEO JEREMIAH BAGUIO**  
Technical Assistant I  
AC Secretariat  
BAC Secretariat Division

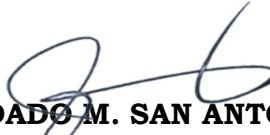
Reviewed by:  
  
**MARIANNES PARCON**  
Technical Assistant II  
BAC Secretariat Division

Noted by:  
  
**JESSA B. BUELA**  
Administrative Officer II  
BAC Secretariat Division

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Concurred by:  
**BIDS AND AWARDS COMMITTEE V**

  
**Usec. DIOSDADO M. SAN ANTONIO**  
Undersecretary and Chairperson

  
**Asec. RAMON FIEL G. ABCEDE**  
Assistant Secretary and Vice-Chairperson

  
**FRANCIS ALLEN B. DELA CRUZ**  
Provisional Member