



MINUTES OF BAC MEETING
HO-BAC-PGCS No. 014-2019

DATE : 08 April 2019
 TIME : 11:30 a.m.
 VENUE : Function Room A, 7th Floor, PPA Bldg.
 ATTENDANCE :

BAC Members:

Angelina A. Llose	-	Vice-Chairperson
Danah S. Jaramillo	-	Regular Member
Josephine M. Napiere	-	Regular Member
Gervacio N. Balatbat	-	Provisional Member, End-User, ICTD

Other Attendees:

Lolita D. Solis	-	Head, Secretariat
Mitchie F. Manatad	-	Head, TWG
Milagros Lourdes P. Perez	-	Assistant Head
Charlemagne V. Santillan	-	Member, TWG
Janneliza D.L. Rebong	-	Member, TWG
Sharon V. Oliveros	-	Member, TWG
Edwina Rita P. Estilon	-	Member, TWG
May D.A. Romero	-	Member, TWG

Contractors' Representatives:

Joy Roxas	-	Diversified Infrastructure and Architectural Development Works Corporation
Janvier Ruaburo	-	Diversified Infrastructure and Architectural Development Works Corporation

CALL TO ORDER:

The Head, Secretariat read the attendance of the BAC Members, TWG Members and Bidder's Representatives. After the quorum had been duly certified, the Chairperson called the Meeting to order at 11:30 a.m.

HIGHLIGHTS:

1. The Vice-Chairperson presented the Agenda items, as follows: 1) Approval of Minutes of the previous BAC meeting HO-BAC-PGCS No. 013-2019 (26 March

2019); and 2) Pre-Bid Conference for the Procurement of Technical Support Services for Philippine Ports Authority's Core Application Systems.

2. The Minutes of the previous BAC meeting HO-BAC-PGCS No. 013-2019 (26 March 2019) was approved, as corrected.
3. Pre-Bid Conference for the Procurement of Technical Support Services for Philippine Ports Authority's Core Application Systems
 - 3.1 The objective of the Pre-Bid Conference is to clarify and/or explain any of the requirements, terms, conditions, and specifications stipulated in the Bidding Documents.
 - 3.2 The Head, Secretariat informed the Committee that the Approved Budget for the Contract (ABC) is PhP13 Million and only Diversified Infrastructure and Architectural Development Works Corporation was the Shortlisted Consultant for the project.
 - 3.3 Upon opening the floor for inquiries and clarifications, Mr. Ruaburo asked if the Consultants will be provided with a room in PPA to serve as their working area. Mr. Balatbat answered that pending their request to the Administrative Services Department (ASD) for a room or space, the ICTD will initially provide tables for the Consultants.

When asked how often the room will be utilized by the Consultants, Mr. Ruaboro told the Committee that minimum of four (4) persons will regularly report on-site and the other consultants will do the tasks remotely.
 - 3.4 The Head, Secretariat reminded the bidder that the deadline for the submission of the technical and financial proposal is on April 23, 2019, at 9:00 a.m. while the Opening of the Technical Proposal is at 10:00 a.m. of the same date.
4. There being no other matters to be discussed, the meeting adjourned at 11:40 a.m.

Certified Correct:


LOLITA D. SOLIS
Head, BAC Secretariat

Approved:


MARK JON S. PALOMAR
Chairperson, BAC-PGCS