



MINUTES OF BAC MEETING
HO-BAC-PGCS No. 087-2020

DATE : 24 November 2020
TIME : 2:00 p.m.
VENUE : Function Room B, 7th Floor, PPA Bldg.
ATTENDANCE :

BAC Members:

Mark Jon S. Palomar	-	Chairperson
Angelina A. Llose	-	Vice-Chairperson
Danah S. Jaramillo	-	Regular Member (via zoom)
Josephine M. Napiere	-	Regular Member (via zoom)
Diane Steffi T. Guillamon	-	Regular Member
Eric E. Dimaculangan	-	Provisional Member
Gervacio N. Balatbat	-	Provisional Member, End-User, ICTD

Other Attendees:

Lolita D. Solis	-	Head, Secretariat
Milagros Lourdes P. Perez	-	Assistant Head
Darlene V. Ambay	-	Member, Secretariat (via zoom)
Mitchie F. Manatad	-	Head, TWG
Janneliza D.L. Rebong	-	Member, TWG
Sharon V. Oliveros	-	Member, TWG
Edwina Rita P. Estilon	-	Member, TWG

Contractors' Representatives:

Ruthlyn Dela Cruz	-	JCMAPLE Trading (via zoom)
Archie Dimayuga	-	LA MARINA Enterprises, Inc. (via zoom)
Jun Diaz	-	Dantes Tailoring
Marjelyn Dy	-	Accent Micro Technologies, Inc. (via zoom)
Chester Rodriguez	-	Accent Micro Technologies, Inc. (via zoom)
Jerwin Mancenido	-	Accent Micro Technologies, Inc. (via zoom)
JR Dimaano	-	Accent Micro Technologies, Inc. (via zoom)
Sarah Denisse Samson	-	Neotech Asia Distribution, Inc. (via zoom)
Jane Tupaz	-	Neotech Asia Distribution, Inc. (via zoom)
Jek Tan	-	Neotech Asia Distribution, Inc.
Joyce Tacderan	-	Infinite Care Technology Solutions, Inc. (via zoom)
Damaso Lazareto, Jr.	-	Dalaz Enterprises

CALL TO ORDER:

The Head, Secretariat read the attendance of the BAC Members, TWG and Secretariat Members and Bidders' Representatives. After the quorum had been duly certified, the Chairperson called the Meeting to order at 2:05 p.m.

HIGHLIGHTS:

1. The Chairperson presented the sole item in the Agenda which is the Pre-Bid Conference for the following projects: a) Supply and Delivery of Utility Jackets b) Supply, Delivery, Installation and Commissioning of Network Refresh and Management System.

2. Pre-Bid Conference for the following projects:

2.1 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.

2.1.1 Supply and Delivery of Utility Jackets

2.1.1.1 There were no queries posed by the prospective bidders.

2.1.1.2 The Head, Secretariat reminded the prospective bidders of the deadline for the submission and opening of bids.

2.1.2 Supply, Delivery, Installation and Commissioning of Network Refresh and Management System

2.1.2.1 Mr. Tan, representative of Neotech Asia Distribution, Inc. inquired if the documents required under the Terms of Reference (TOR), such as the Project Management Plan, SOPs, Complete Documentation of Software Licenses, Drawings, Records, are required to be submitted during the bid opening or to be submitted only by the winning bidder. Mr. Balatbat clarified that said documents should be submitted by the winning bidder only.

2.1.2.2 Ms. Tacderan, representative of Infinite Care Technology Solutions, Inc. asked if it is possible that the SLCC requirement will cover contracts within the last ten (10) years and not limited to five (5) years only in order to give chance to other interested bidders for the project. The Chairperson said that the matter will be taken into consideration and if necessary, a Bid Bulletin will be issued.

Mr. Lazareto, Jr., representative of Dalaz Enterprises manifested the same concern. The Chairperson stated that his manifestation was duly noted by the BAC.

2.1.2.3 Mr. Dimaano, representative of Accent Micro Technologies,

Inc. raised his comments and concerns, as follows:

- a) On what will be the duration of the connectivity subscription for the Provision of Bandwidth Requirements via MPLS – Mr. Balatbat answered that as stated in the TOR, the connectivity will be for 36 months. Further, he clarified that the specified bandwidth is Committed Information Rate (CIR).
- b) On whether the coordination between the ISP and PPA, after the supply and installation will still be provided by the winning bidder – Mr. Balatbat affirmed. According to him, the coordination is part of the contract management to be provided by the winning bidder.
- c) On whether it is required that the bid submission should be book-bound, Atty. Manatad affirmed. She emphasized that the bid documents to be submitted should be hard-bound, book-bound and properly labelled with index tabs.

2.1.2.4 The Head, Secretariat reminded the prospective bidders of the deadline for the submission and opening of bids.

3. There being no other matters to be discussed, the meeting adjourned at 3:20 p.m.

Certified Correct:


LOLITA D. SOLIS
Head, BAC Secretariat

Approved:


MARK JON S. PALOMAR
Chairperson, BAC-PGCS