

REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman
Quezon City

BIDS AND AWARDS COMMITTEE II

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY AND DELIVERY OF 10 UNITS OF 12.9" COMPUTER TABLETS, WITH 256 GB INTERNAL MEMORY, KEYPAD & STAND FOR E-AGENDA

SEPTEMBER 25, 2019 (WEDNESDAY)-2:30 P.M. 12TH FLOOR TRAINING ROOM SSS MAIN OFFICE

Present

BAC II Members : GUILLERMO M. URBANO, JR.
JOHNSY L. MANGUNDAYAO
HENRY C. PABLO
SYLVETTE C. SYBICO
MA. SALOME E. ROMANO

BAC Secretariat : VER V. NUÑEZ
AISA U. GUEVARRA
JULINA ROSE DL. DE OCAMPO
KAMILLE ANNE B. VELASCO

COA Representative : LOVERLY LLOREN

TWG Representatives : ROGELIO A. FUNTELAR
JOHN SHERWIN M. ROSARIO

Participating Bidder : PRONET SYSTEM - Edmer Canin

1. The Pre-Bid Conference was called to order at 4:03 P.M.
 2. The published Approved Budget for the Contract is P970,000.00.
 3. The following observers were invited through BAC Notice dated 19 September 2019:
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Makati Business Club
 - 3.5 Philippine Chamber of Commerce and Industry (PCCI)
- However, only the representative from COA attended the activity.
4. Nobody paid/secured the Bidding Documents at the time of the Pre-Bid Conference.
 5. The Technical Working Group (TWG) presented the background, scope of work, and technical specifications of the project.
 6. The following issues/clarifications were raised during the Pre-Bid Conference:

	Query/Clarifications	TWG/BAC Reply
5.1.	On Technical Requirements – Color, the item being required does not have a Black color but “Space Gray”. Can you consider such color?	TWG to answer and clarify through Bid Bulletin/
5.2.	On Technical Requirement -- Accessories (Stand and Smart Keyboard), can you consider both items as 1 and single accessory (Keyboard attached to the stand)	Yes
5.3.	On Technical Requirement – Connectivity, is it wi-fi and cellular?	Yes

7. The BAC Secretariat announced the composition of Envelopes No. 1 (Eligibility and Technical documents), No. 2 (Financial proposal) and additional documents.

8. The BAC II informed the bidder that the bid proposals will be subjected to Bid Evaluation. The bidder with the Lowest Calculated Bid (LCB) shall be required to submit the following additional documents within non-extendible period of five (5) calendar days form receipt of BAC notice:

- a) 2018 Income Tax Return filed through Electronic Filing and Payment System (EEPS) corresponding to the Submitted Audited Financial Statements;
- b) Quarterly VAT for the period January to June 2019;
- c) SEC/DTI Registration;
- d) 2019 Mayor’s Permit;
- e) Valid Tax Clearance;
- f) 2018 Audited Financial Statements filed through EFPS.

9. The BAC Secretariat also presented the schedule of the following activities:


- 9.1 Deadline of Written Queries : Thursday, 26 September 2019
- 9.2 Issuance of Bid Bulletin : Tuesday, 1 October 2019
- 9.3 Submission and Opening of Technical and Cost Proposal : Wednesday, 9 October 2019 at 2:00 P.M. at Green Room, 12th Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.

Time Finished: 4:21 P.M.

Prepared by:


 JULINA ROSE DL. DE OCAMPO
 Staff, BAC Secretariat


Certified Correct:


 ROSALYN AZUL-CONDAT
 OIC, Administrative Support Section
 BAC Secretariat

Concurred by:


ROGELIO A. FUNTELAR
TWG Chairperson

Approved by:


GUILLERMO M. URBANO, JR.
VP and BAC II Vice Chairperson
