

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

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE

PURCHASE OF MEDICINES

SEPTEMBER 30, 2019 (MONDAY)-2:30 P.M., GREEN ROOM 12TH FLOOR SSS MAIN OFFICE

Present

BAC I Members : ERNESTO D. FRANCISCO, JR.
JOSELITO A. VIVIT
NEIL F. HERNAEZ
CRISTINA A. BACALLA
NICHOLAS C. BALBUENA

BAC Secretariat : ROSALYN AZUL-CONDAT
IRENE A. NEIZ
JULINA ROSE DL. DE OCAMPO

TWG Representatives : MEDEL BLAS C. MORALES
MARISSA T. BELLO

Participating Bidders : METRO DRUG INC. - Annie Alberto
ZUELLIG PHARMA - Cathenie Joy Rontael
CORP.
GETZ BROS. - Jem Yepes
INNOGEN PHARMA - Melba Guzman
INC.
APPLIED PHARMA - Shan Basco
NATRAPHARM - Che Degala

1. The Pre-Bid Conference was called to order at 2:49 P.M.
2. The published Approved Budget for the Contract are as follows:

Category I	P9,085,218.00
Category II	P839,013.60

3. The following observers were invited through BAC Notice dated 23 September 2019.
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Philippine Chamber of Commerce and Industry (PCCI)
 - 3.5 Makati Business Club

However, none of them attended the activity.

4. Nobody 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
6.1	On the Technical Specifications 5.1, should the medicines already in the market for the last 5 years?	Yes.
6.2	On the Technical Specifications 5.2, does the bidder need to submit the list of medicines supplied to its client?	Yes, as supporting documents.
6.3	If we submit the SLCC, can we just put the account number not the names of the medicines?	No. Bidders must include the names of the medicines.
6.4	Regarding on the Technical Specification 5.4, is the required expiration date must be less than 18 months?	Yes.
6.5	On the Technical Specification 5.10 (monthly monitoring), are the bidders required to submit the report to the SSS?	Yes. This is to monitor if the delivery is slow moving or fast moving.
6.6	Regarding the CPR, can the bidder submit the OR of the application for the renewed CPR with the tracking number if it is already expired?	Yes.
6.7	Will the contract be cancelled if the expiration of medicines is less than 18 months?	No, the bidder will be required to replace the medicines.
6.8	For the requirements for the on-going private and government contracts, does it need attachments such as OR/Contract?	No.
6.9	On the Single Largest Competed Contract, is it really 50% not 25%?	To be clarified through Bid Bulletin.

7. The BAC Secretariat announced the Composition of Envelopes No.1 (Eligibility and Technical Documents) and No.2 (Financial Proposal), and additional documents.
8. The BAC I informed the bidders 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 from receipt of BAC Notice:
 - a) 2018 Income Tax Return (ITR) filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
 - 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:

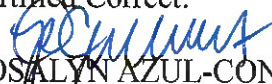
9.1 Deadline of Written Queries	: Tuesday, 01 October, 2019
9.2 Issuance of Bid Bulletin	: Friday, 04 October 2019
9.3 Submission and Opening of Technical and Financial Proposal	: Monday, 14 October, 2019 at 2:00 P.M. at the Bidding Room (formerly CDPRD Computer Room), 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.

Time Finished: 3:20 P.M.


Prepared by:


JULINA ROSE DL. DE OCAMPO
Staff, BAC Secretariat

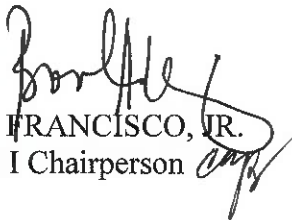
Certified Correct:


ROSALYN AZUL-CONDAT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:


MEDEL BLAS C. MORALES
TWG Chairperson

Approved by:


for ERNESTO D. FRANCISCO, JR.
SVP and BAC I Chairperson