

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

**BIDS AND AWARDS COMMITTEE I**

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY, DELIVERY, DEPLOYMENT AND INSTALLATION INTO OPERATIONAL STATE OF ICT EQUIPMENT FOR THE BRANCH QUEUE MANAGEMENT SYSTEM (BQMS) PROJECT

SEPTEMBER 26, 2019 (THURSDAY) 2:30 P.M., GREEN ROOM 12<sup>TH</sup> FLOOR SSS MAIN OFFICE

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Present

BAC I Members

: ERNESTO D. FRANCISCO, JR.  
BOOBIE ANGELA A. OCAY  
JOSELITO A. VIVIT  
NEIL F. HERNAEZ  
CRISTINA A. BACALLA  
NICHOLAS C. BALBUENA

BAC Secretariat

: LARRY R. VILAR  
IRENE A. NEIZ  
JULINA ROSE DL. DE OCAMPO

TWG Representatives

: ROGELIO A. FUNTELAR  
JOANNA G. ANZURES

Participating Bidders

: COSMOTECH PHILS. INC.	- Kevin Moralde
ADVANCE SOLUTIONS	- Gemma Apaliso
INC.	Cheryl Ann Calma
	Sherwin Soriano
PRONET SYSTEMS	- Rachele Capistrano
	Timothy Tunian
XITRIX COMPUTER CORP.	-Anna Capote

1. The Pre-Bid Conference was called to order at 3:35 P.M.
2. The published Approved Budget for the Contract is P44,407,570.00.
3. The following observers were invited through BAC Notice dated 20 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. The following bidders paid and secured the Bidding Documents during the previous advertisements:
- 4.1 Remax International Inc.
  - 4.2 Xitrix Computer Corp.
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 Technical Specifications – Processor, presentation is not consistent with the PBD	To be clarified through Bid Bulletin.
6.2	On certifications/accreditations, a) Can we still use the same documents we used from the previous bidding? b) Can the validity be only until the warranty period?	a) Vendors should revisit and review those documents and check which still active/current are. b) Yes
6.3	On completion period, can the completion period be extended to 100 calendar days from 70 calendar days?	To be clarified through Bid Bulletin.
6.4	On demo unit, how many is required?	1 unit for the demo
6.5	On ISO 9001 requirements, a) Does it exclude the thermal paper? b) Does it exclude the kiosk?	a) Yes b) Yes
6.6	On SLCC, can you consider a period of up to 5 years?	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 : Friday, 27 September, 2019
- 9.2 Issuance of Bid Bulletin : Wednesday, 02 October 2019
- 9.3 Submission and Opening of Technical and Financial Proposal : Thursday, 10 October, 2019  
2:30 P.M. at Green Room,  
12<sup>th</sup> Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.

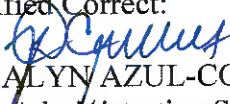
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Time Finished: 4:05 P.M.

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:

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