



CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BIDDING CONFERENCE
29 November 2019 | 10:00 A.M. | COBAC CONFERENCE ROOM

PROCUREMENT OF FLUORIDE VARNISH 5% SODIUM FLUORIDE (NaF) SINGLE DOSE RE-BID IB No. 2019-228-A

I. ATTENDEES

A. CENTRAL OFFICE BIDS AND AWARDS COMMITTEE (COBAC) - C:

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|------------------------------------|-----------------------------|
| 1. OIC-A Sec. Kenneth G. Ronquillo | -Chairperson |
| 2. Dir. Mar Wynn C. Bello | -Alternate Vice-Chairperson |
| 3. Engr. David P. Masiado, Jr. | -Regular Member |

B. COBAC-C SECRETARIAT

1. Ms. Lara Mae Pares
2. Mr. Pablo Nabong
3. Ms. Maria Charisma Lorenzo
4. Ms. Frances Jamaika Soliven
5. Ms. Charmaine Luistro
6. Ms. Chery Cory Albarico
7. Mr. Danilo Dino

C. END-USER REPRESENTATIVES:

- | | |
|------------------------|--|
| 1. Dr. Tristan Tan | - Disease Prevention and Control Bureau (DPCB) |
| 2. Ms. Lita Orbillo | - DPCB |
| 3. Dr. Rochelle Pambid | - DPCB |

D. TWG REPRESENTATIVES:

1. Dr. Josephine A. Jimenez
2. Ms. Lita Orbillo

E. PROSPECTIVE BIDDERS:

- | | |
|-----------------------------|--------------------------------|
| 1. Mr. Romeo Teruel | - EEA Enterprise (EEAE) |
| 2. Ms. Elena Ng | - EEAE |
| 3. Ms. Lala Sanchez | - GC Asia |
| 4. Ms. Maria Cecilia Mughal | - Surgicom Trading Corporation |
| 5. Ms. Airene Carandang | - Picazo Law |
| 6. Mr. Rob Abrenica | - 3M Phils. Inc. (3M) |
| 7. Ms. Chel dela Cruz | - 3M |

II. CALL TO ORDER

The Pre-Bidding Conference for the above-cited procurement project scheduled on 29 November 2019 started at 10:05 A.M at the COBAC Conference Room, Bldg. 6, Department of Health. It was called to order and presided over by OIC-A Sec. Kenneth G. Ronquillo, COBAC-C Chairperson.

III. MINUTES

- 1) OIC-A Sec. Ronquillo led the opening remarks. He introduced the COBAC-C members and Secretariat, TWG and End-user representatives, then acknowledged the presence of the prospective bidders' representatives.
- 2) The COBAC-C asked the prospective bidders if they have previously joined other government biddings to confirm if they are already familiar with the documentary requirements. The prospective bidders responded yes.

- 3) The COBAC-C informed the prospective bidders that they will first discuss the requirements for the cited procurement project in the Philippine Bidding Document (PBD) and eventually go through the discussion of the Approved Budget for the Contract, Schedule of Requirements and Technical Specification.
- 4) The following subject matters under the PBD were discussed and/ emphasized:
 - a. Section III. Bid Data Sheet including:
 - Eligibility Requirements
 - Technical Documents
 - Financial Requirements
 - Post-Qualification Requirements
 - b. Section V. Special Conditions of Contract
 - c. Section VI. Schedule of Requirements
 - d. Section VII. Technical Specifications
 - e. Section VIII. Bidding Forms
- 5) No comment was made under Section VI. Schedule of Requirements.
- 6) The following were the issues and concerns raised/discussed under Section VII. Technical Specifications:

Issue/Concern	Query/Comment	Discussion/Decision
A. Technical Specification 1) 5% Sodium Fluoride (in single dose of not less than 0.5mL) xxx	STC clarified if 0.4mL single dose or 10mL tube is acceptable.	The End-user representative responded that they prefer 0.5mL single dose. The End-user representative said that they provided a list of available suppliers with Certified of Product Registration with Philippine Food and Drug Administration for 0.5mL single dose during the previous bidding.
	STC said that their company doesn't have 0.5mL single dose.	The End-user representative and TWG representative said that they evaluated STC's previous bid proposal. The submitted CPR of STC specifies registration of item for 12mL, 0.4mL and 0.5mL. Later during the discussion, STC said that they have a CPR and explained that the manufacturer does not produce the item in Asian countries.
B. Additional Documentary Requirement xxx 4. Original brochure or downloaded from internet or product insert in English and any manufacturer's un-amended sales literature, unconditional statements of specification and compliances issued by the manufacturer, independent test data, etc., as appropriate for cross-referencing statement of compliance to the	STC said that they will submit one original and one amended brochure/ waiver indicating "for single dose, 1 dental brush and mixing pad/ mixing well, but will add 1 more disposable dental brush and mixing well/ mixing pad". GCA emphasized that the amended brochure should be submitted relative to accessories only and requested to validate the weight and volume of the item during Post-Qualification.	The COBAC-C noted the said information.

Issue/Concern	Query/Comment	Discussion/Decision
technical specification as indicated in the 2 nd page of Section VII: Technical Specifications of this bidding documents; xxx		
Sample for evaluation during Post-Qualification	STC requested if the changes in the sample discussing the labelling instruction to be complied with relative to the Bid Bulletin issued for the Procurement of Glass Ionomer for Atraumatic Restorative Treatment under IB No. 2019-293 be used in this project.	The DPCB responded yes. Then, the COBAC-C read the changes to the PBs and informed that a Bid Bulletin will be issued reflecting the changes.

- 7) The prospective bidders agreed to submit their request for clarifications on any part of the bidding documents or for interpretation must be in writing and submitted to the Committee on or before 02 December 2019 to be able to endorse to the End-user representative for their review and response.
- 8) In addition, the Committee informed the prospective bidders that all the queries and suggestions raised during the discussion are noted and a Bid Bulletin shall be issued for any changes in the posted PBD.

IV. ADJOURNMENT

Having no other matters to be discussed, the meeting was adjourned at 12:00 N.N.

Recorded by:



11/29/2019

LARA MAE D. PARES
COBAC-C Secretariat

Approved by:



KENNETH G. RONQUILLO, MD, MPH, CESO III
OIC – Assistant Secretary of Health
COBAC-C Chairperson