



Republic of the Philippines
Department of Health

CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF THE PRE-BIDDING CONFERENCE

03 December 2020 | 10:00 A.M. | COBAC CONFERENCE ROOM

PROCUREMENT OF TRIPLE BLOOD BAG IB No. 2021-053

I. ATTENDEES

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

- | | | |
|------------------------------------|---|-----------------------|
| 1. Asec. Maria Francia M. Laxamana | - | Alternate Chairperson |
| 2. Dir. Gloria J. Balboa | - | Regular Member |
| 3. Engr. David P. Masiado Jr. | - | Regular Member |

ABSENT:

- | | | |
|-------------------------------|---|------------------|
| 1. Asec. Romeo A. Ong | - | Chairperson |
| 2. Dir. Angelina A. Del Mundo | - | Vice-Chairperson |
| 3. Dir. Faith F. Alberto | - | Regular Member |

B. COBAC-C SECRETARIAT

1. Ms. Genicar Barotillo
2. Ms. Maria Charisma Lorenzo
3. Ms. Jennica Lynne Villarosa
4. Ms. Celine Velasco
5. Ms. Frances Jamaika Soliven
6. Mr. Govanne Marie Agudo
7. Mr. Jan Carlo Palugod
8. Ms. Ianna Miralles
9. Ms. Farra Pae Maglalang

C. END-USER REPRESENTATIVE:

- | | | |
|-------------------------|---|--|
| 1. Ms. Marites Estrella | - | National Voluntary Blood Service Program (NVBSP) |
| 2. Ms. Iris Chuahiong | - | NVBSP |
| 3. Ms. Ronna Flores | - | NVBSP |

D. PROSPECTIVE BIDDERS:

- | | | |
|----------------------------------|---|--------------------------------|
| 1. Ms. Bea Barrameda | - | Grepco Diamond Inc. (GDI) |
| 2. Mr. Justine Gabriel Santayana | - | Zafire Distributors Inc. (ZDI) |

II. CALL TO ORDER

The Pre-Bidding Conference for the above-cited procurement project was conducted on 03 December 2020 at 10:00 AM at the COBAC Conference Room, Bldg. 6, Department of Health. It was called to order and presided over by Asec. Maria Francia M. Laxamana, COBAC-C Alternate Chairperson.

III. MINUTES

- 1) The Alternate Chairperson led the opening remarks. She introduced the COBAC-C members, Secretariat and the End-user representatives then acknowledged the presence of the prospective bidder's (PB) representative. PB representative listed as attendees were present during the cited activity through webex.
- 2) The COBAC-C informed the PBs that they will first discuss the common requirements for the cited procurement project and eventually go through the discussion of the Approved Budget for the Contract, Schedule of Requirements and Technical Specification.
- 3) The following subject matters were emphasized relative to Philippine Bidding Documents (PBD):
 - a. Section I. Invitation to Bid No. 10: Electronic submission of Bids which must be sent via email cobac.csecretariat@gmail.com
 - b. Section II. Instruction to Bidders
 - ITB Clause 5.2 – Single Largest Completed Contract (SLCC)
 - ITB Clause 19.4 – Awarded contract
 - c. Section III. Bid Data Sheet:
 - ITB Clause 5.3 – Similar Contracts
 - ITB Clause 14.1 – Bid Security
 - ITB Clause 15
 - ITB Clause 20.1 - Post-Qualification Requirements
 - ITB Clause 20.2 – List of required licenses and permits
 - ITB Clause 21.2 – Additional required documents
 - d. Section V. Section Special Conditions of Contract (SCC)
 - GCC Clause 2.2
 - e. Section VI. Schedule of Requirements
 - f. Section VII. Technical Specifications
 - g. Section VIII. Checklist of Technical and Financial documents
- 4) The following were the issues and concerns raised/discussed under Section VI. Schedule of Requirements:

Particular	Query/Comment	Discussion/Decision
Annex A	<ul style="list-style-type: none">• The PB from Grepcor Diamonde Inc. (GDI) confirmed if the Region XII Regional Blood Center temporarily at Eastern Visayas Regional Medical Center is correct	<ul style="list-style-type: none">• The End-user representative informed the PB that Region XII Regional Blood Center is temporarily at Cotabato Regional and Medical Center• The COBAC-C noted the information and will issue bid bulletin for the said changes.

- 5) The COBAC-C said that the PBs can request for clarifications on any part of the bidding documents or for interpretation must be in writing and submitted to the Committee at least ten (10) calendar days before the deadline set for the submission of bids pursuant to Section 22.5.1 of 2016 Revised IRR of RA 9184.
- 6) In addition, the Committee informed the PBs that all the queries and suggestions raised during the discussion are noted and a Bid Bulletin shall be issued for the changes in the posted Bidding Documents upon confirmation by the End-user.

IV. ADJOURNMENT

Having no other matters to be discussed, the meeting was adjourned at 10:30 AM.

Prepared by:

sgd 12/03/2020
FRANCES JAMAICA M. SOLIVEN
COBAC-C Secretariat

Approved by:

sgd
MARIA FRANCIA M. LAXAMANA, MD, MHSA, MHA, CHS
Assistant Secretary of Health
Alternate Chairperson