



Republic of the Philippines
Department of Health
CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF PRE-BIDDING CONFERENCE
02 AUGUST 2018; 9:00 A.M.
COBAC CONFERENCE ROOM

PROCUREMENT OF PURIFIED CHICK EMBRYO CELL VACCINE (PCECV)
IB No. 2018-283

I. ATTENDEES:

A. Central Office Bids and Awards and Committee (COBAC)-A:

Present:

- | | | |
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| 1. ASEC. NESTOR F. SANTIAGO, JR. | - | CHAIRPERSON |
| 2. DIR. KENNETH G. RONQUILLO | - | VICE-CHAIRPERSON |
| 3. ENGR. DAVID MASIADO, JR. | - | ALTERNATE MEMBER |

Absent:

- | | | |
|---------------------------|---|----------------|
| 1. DIR. MAR WYNN C. BELLO | - | REGULAR MEMBER |
| 2. DIR. LEONITA GORGOLON | - | REGULAR MEMBER |
| 3. DIR. FERCHITO AVELINO | - | REGULAR MEMBER |

B. COBAC-A Secretariat:

1. MS. ABEGAIL C. TIGAS
2. MS. CARMELYN MANAHAN
3. MS. KRIS LACANIENTA
4. MS. JANINE EUMAGUE
5. MS. ROWENA JUAN

C. End-user Representatives:

- | | | |
|----------------------|---|------|
| 1. MS. LUZ TAGUNICAR | - | DPCB |
| 2. DR. RAFFY DERAY | - | DPCB |

D. Bidder's Representative:

- | | | |
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| 1. MS. GLADYS CHUA | - | METRO DRUG INC. (MDI) |
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II. CALL TO ORDER

The Pre-Bidding Conference for the Procurement of Purified Chick Embryo Cell Vaccine under IB No. 2018-283 which was conducted on 02 August at 9:00 A.M, at the COBAC Conference Room, G/F, Bldg. 6, Department of Health, Sta. Cruz, Manila was called to order and presided over by Asec. Nestor F. Santiago, Jr., COBAC-A Chairperson.

III. MINUTES

1. The COBAC-A informed the PBs that they will first discuss the common requirements for all the packages and eventually go through each procurement packages for the discussion of the Approved Budget for the Contract (ABC), Schedule of Requirements and Technical Specifications. It was highlighted that the specific requirements for each procurement package are in the bidding documents and must be referred to by each PBs for each procurement package they wish to bid on.
2. The following subject matter were emphasized: Section III, Bid Data Sheet including:
 - a. Date of Submission and Opening of Bids;
 - b. Eligibility Requirements;
 - c. Technical Requirements;
 - d. Financial Requirements;

- e. Post-qualification Document Requirements;
- f. Schedule of Requirements under Section VI of the Bidding Documents;
- g. Technical Specification under Section VII of the Bidding Documents.

3. The following were the issues and concerns raised/ discussed:

Particular	Discussion, Comment and Suggestion
<p>Delivery period in, Calendar Days</p> <p><i>First Delivery:</i> 45,000 doses- Thirty (30) calendar days upon receipt of approved Notice to Proceed (NTP).</p> <p><i>Second Delivery:</i> 45,000 doses- Sixty (60) calendar days upon receipt of approved NTP.</p> <p><i>Third Delivery:</i> 90,000 doses- Ninety (90) calendar days upon receipt of approved NTP.</p> <p><i>Fourth Delivery:</i> 250,000 doses- One Hundred Twenty (120) calendar days upon receipt of approved NTP.</p>	<ul style="list-style-type: none"> • The representative of MDI requested changing the delivery schedule to “one time delivery within One Hundred Twenty (120) calendar days”. • The End-user representative, Dr. Deray said that they will allow one time delivery but it will be earlier. They will not allow late delivery. • The representative of MDI said that if 120 calendar days will not be granted, they requested changing the delivery schedule to “one time delivery within Ninety (90) calendar days”. • Dr. Deray said that if the delivery schedule will be changed to within One Hundred Twenty (120) calendar days and the bidder will deliver on 90 calendar days, they have no stocks of the vaccine. They wanted the delivery of the vaccine as soon as possible. • Dr. Deray said that it will be better if the bidder can provide the vaccine within thirty (30) calendar days. He explained that they will allow advance delivery. • Asec. Santiago clarified with Dr. Deray that as the End-user, they will allow one time delivery but within thirty (30) calendar days. Dr. Deray said yes and explained that they have no stocks of the vaccine for the past months. • The representative of MDI said that since the End-user will allow advance delivery, they will just follow the delivery per tranche as required. • The representative of MDI clarified if they can request advance delivery once they already delivered the required quantity on the 1st tranche. Dr. Deray said yes and the bidder shall also coordinate with the Logistics Management Division (LMD) or with the Research Institute for Tropical Medicine (RITM) if they can accommodate the goods that they will deliver in advance. Dr. Deray emphasized that any advance delivery is okay with the program. • The Secretariat clarified if there will be no changes in the delivery schedule. The COBAC-A said none and the requirement will remain as is.
<p>Labeling Instructions:</p> <p>Standard labeling instruction as approved by PFDA pursuant to Administrative Order No. 2016-0008.</p> <p>In addition to the labeling requirement of FDA:</p>	<ul style="list-style-type: none"> • The representative of MDI clarified the requirement on the sticker because recently they have issue raised by the BAC Secretariat relative to the sticker of “Philippine Government Property-Department of Health/DOH”. They are informed that it was questioned by the Accounting Division that the sticker on the goods shall be the same with the requirement but they know that it is “Department of Health or DOH”. It can be “Department of Health” or “DOH” alone.

Particular	Discussion, Comment and Suggestion
<p>On each box, the following should be legibly imprinted or stickered with non-removable or permanent sticker/label that is binding and with residue and tearing, if removed:</p> <p style="text-align: center;">Philippine Government Property-Department of Health/DOH Not for Sale</p> <p>On each carton/box, the following should be legibly imprinted or stickered with non-removable or permanent sticker/label that is binding and with residue and tearing, if removed:</p> <p style="text-align: center;">Philippine Government Property- Department of Health/DOH Not for Sale Manufacturing Date: _____ Expiration Date: _____</p>	<ul style="list-style-type: none"> • The COBAC-A said that the slash means “or”. • The representative of MDI said that their Notice of Award (NOA) is still pending because of the issue. The COBAC-A noted the information. • The COBAC-A said that the specifications will be checked because there are previous biddings that the word “Department of Health” shall be complete. • The representative of MDI said that it was on the old transactions because in the previous bidding there are no specific requirements stated. The suppliers have different stickers. Since last year, the sticker requirement becomes standard. There is confusion on the “slash”. • The COBAC-A said that the “slash” in the requirement is “or”. It can be “Department of Health” or “DOH” alone. • The COBAC-A and the End-user representative agreed to change the “Philippine Government Property-Department of Health/DOH” to “Philippine Government Property-Department of Health <i>or</i> DOH”.

4. The COBAC-A asked the prospective bidder if they have any questions or clarifications on the requirement. The representative of MDI said none.


IV. ADJOURNMENT

Having no other matters to discuss, the cited conference was adjourned at 10:55 A.M.

Prepared by:

 8/03/2018
ABEGAIL C. TIGAS
 COBAC-A Secretariat

Approved by:


NESTOR F. SANTIAGO, JR., MD, MPH, MSA, CESO III
 Assistant Secretary of Health
 Chairperson, COBAC-A