



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

**MINUTES OF PRE-BIDDING CONFERENCE**  
14 NOVEMBER 2018 | 10:00 A.M. | COBAC CONFERENCE ROOM

**PROCUREMENT OF NUCLEIC ACID AMPLIFICATION TESTING REAGENTS  
COMPATIBLE TO EXISTING NAT MACHINE (PROCLEIX PANTHER SYSTEM)  
IB No. 2019-001**

**I. ATTENDEES:**

**A. Central Office Bids and Awards and Committee (COBAC) – C:**

- |                              |   |                  |
|------------------------------|---|------------------|
| 1. Dr. Joselito R. Feliciano | - | Vice-Chairperson |
| 2. Dir. Laureano C. Cruz     | - | Regular Member   |
| 3. Dir. Gloria J. Balboa     | - | Regular Member   |

**Absent:**

- |                                |   |                |
|--------------------------------|---|----------------|
| 1. Asec. Lyndon L. Lee Suy     | - | Chairperson    |
| 2. Engr. David P. Masiado, Jr. | - | Regular Member |

**B. COBAC-C Secretariat:**

- Ms. Lara Mae Pares
- Ms. Maria Charisma Lorenzo
- Ms. Frances Jamaika Soliven
- Ms. Shemar Oton
- Mr. Jan Carlo Palugod
- Mr. Kayeron Canona

**C. End-user Representatives:**

- |                          |   |                               |
|--------------------------|---|-------------------------------|
| 1. Ms. Estrelita Tumamao | - | Philippine Blood Center (PBC) |
| 2. Ms. Juliet Concepcion | - | PBC                           |

**D. Bidder's Representative:**

- |                     |   |                      |
|---------------------|---|----------------------|
| 1. Ms. Sheila Patdu | - | Grepco Diamond, Inc. |
|---------------------|---|----------------------|

**II. CALL TO ORDER**

The Pre-Bidding Conference for the Procurement of Nucleic Acid Amplification Testing Reagents Compatible to Existing NAT Machine (Procleix Panther System) under IB No. 2019-001 was conducted on 14 November 2018 at 10:00 AM at the COBAC Conference Room, Bldg. 6, Department of Health. It was called to order and presided over by Dr. Joselito R. Feliciano, COBAC-C Vice-Chairperson.

**III. MINUTES**

- Dr. Feliciano led the opening remarks. He introduced the COBAC-C members and Secretariat and the End-user representatives, then acknowledged the presence of the prospective bidder's representative.
- The COBAC-C asked the prospective bidder if they have previously joined other government biddings to confirm if they are already familiar with the documentary requirements. The representative confirmed that they regularly join biddings in the DOH.
- A PowerPoint Presentation was flashed and the details of bidding were discussed. The COBAC-C informed the prospective bidder 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.

- 4) The following subject matters were emphasized:
- a. Section III. Bid Data Sheet including:
    - Eligibility Requirements
    - Technical Documents
    - Financial Requirements
    - Post-Qualification Requirements
  - b. Special Conditions of Contract under Section V of Bidding Document
  - c. Schedule of Requirements under Section VI of Bidding Document
  - d. Technical Specifications under Section VII of Bidding Document
- 5) The following were the issues and concerns raised/discussed under Section VII. Technical Specifications:

<b>Particular</b>	<b>Discussion</b>
Valid and current Certificate of Product Registration (CPR) issued by Philippine Food and Drug Administration (PFDA) or valid extension	The COBAC-C said that a CPR marked with extended validity date by PFDA is acceptable. The prospective bidder acknowledged the information.
Twenty (20) test samples plus calibration and controls to be submitted by the LCB and to be returned after evaluation. The sample submitted and approved during evaluation shall be the same item to be delivered upon award of contract.	The prospective bidder clarified the quantity required for bid evaluation considering the prospective bidder's packaging of 1,000 tests per box. The end-user noted the inquiry.

#### **IV. ADJOURNMENT**

The COBAC-C informed the prospective bidder 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 Bidding Documents upon confirmation by the end-user. Having no other matters to be discussed, the cited conference was adjourned at 11:30 A.M.

Recorded by:

(SGD.) 11/15/18  
**LARA MAE D. PARES**  
 Secretariat, COBAC-C

Approved by:

(SGD.)  
**JOSELITO R. FELICIANO, MD**  
 Vice-Chairperson, COBAC-C