



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 TRANSFUSION TRANSMISSIBLE INFECTION (TTIs) REAGENTS  
WITH TIE-UP MACHINE  
IB No. 2019-004**

**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 Representatives:**

- |                        |   |                                    |
|------------------------|---|------------------------------------|
| 1. Ms. Emery Gonda     | - | Lifeline Diagnostic Supplies, Inc. |
| 2. Ms. Smart De Guzman | - | Ortho Clinical (OC)                |
| 3. Mr. Aaron Santos    | - | OC                                 |
| 4. Ms. Harold Gaijoc   | - | OC                                 |
| 5. Ms. Marika Riego    | - | GETZ Brothers Philippines Inc.     |

**II. CALL TO ORDER**

The Pre-Bidding Conference for the Procurement of Transfusion Transmissible Infection (TTIs) Reagents with Tie-up Machine under IB No. 2019-004 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 bidders' representatives.
- 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 representatives confirmed that they regularly join biddings in the DOH.

- 3) A PowerPoint Presentation was flashed and the details of bidding were discussed. The COBAC-C informed the prospective bidders 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 by the prospective bidders:

Particular	Discussion
<b>Section VI – Schedule of Requirements</b>	
<b>Delivery period in Calendar Days</b>	The prospective bidders requested clarification on the terms of payment if they can collect per quantity delivered. The COBAC-C said that this is already specified under GCC Clause 10.3 of Section V- Special Conditions of Contract of the bidding document.
<b>1<sup>st</sup> Tranche: 35,000 tests per assay</b> Thirty (30) calendar days upon receipt of Notice to Proceed (NTP)	
<b>2<sup>nd</sup> Tranche: 35,000 tests per assay</b> Sixty (60) calendar days upon receipt of NTP	
<b>Section VII - Technical Specifications</b>	
A. Detailed Technical Specifications 6. Suitable for use with any liquid anticoagulant present in the blood bag: <ol style="list-style-type: none"> <li>a. ACD</li> <li>b. CPD</li> <li>c. CPDA-1</li> </ol>	A prospective bidder asked if this requirement can be omitted. The end-users noted the request and responded that they will stick with their requirement.
B. Additional Requirements to be attached to Technical Specifications form 1. Valid and current Certificate of Product Registration issued by PFDA or valid extension	The COBAC-C said that a CPR marked with extended validity date by PFDA is acceptable. The prospective bidders acknowledged the information.  The end-users noted to specify the requirement which needs CPR (e.g. for reagent, red cell, controls and calibrator). A Bid Bulletin will be issued for any changes.
C. Upon delivery, the following shall be complied: xxx 1. <b>Shelf life:</b> Must be fresh commercial stocks with a total shelf life of at least six (6) months upon the date of receipt by the end user	A prospective bidder asked if five (5) months shelf life is acceptable. The end-users denied the request and decided to stick with their requirement.

<b>Particular</b>	<b>Discussion</b>
Note: To facilitate testing by PFDA and payment, the MAXIMUM limit of the number of batches and lots for delivery shall be the number deliveries required for this package	The prospective bidders inquired if PFDA testing prior to delivery of the reagent is required and if applicable the quantity per batch for PFDA testing was asked. The end-users noted the request and responded that a Bid Bulletin will be issued for any changes.

#### IV. ADJOURNMENT

The COBAC-C 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 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