



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

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

PROCUREMENT OF MALARIA TEST KIT (ANTIGEN ASSAY) WITH MACHINE TIE-UP
IB No. 2019-277

I. ATTENDEES

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

- | | | |
|--------------------------------|---|------------------|
| 1. Asec. Lyndon L. Lee Suy | - | Chairperson |
| 2. Dir. Kenneth G. Ronquillo | - | Vice-Chairperson |
| 3. Dir. Laureano C. Cruz | - | Regular Member |
| 4. Dir. Gloria J. Balboa | - | Regular Member |
| 5. Engr. David P. Masiado, Jr. | - | Regular Member |

B. COBAC-C SECRETARIAT

1. Ms. Lara Mae Pares
2. Mr. Jan Carlo Palugod
3. Ms. Shemar Oton
4. Ms. Frances Jamaika Soliven

C. END-USER REPRESENTATIVE:

- | | | |
|----------------------|---|-------------------------------|
| 1. Ms. Irene Cunanan | - | Philippine Blood Center (PBC) |
|----------------------|---|-------------------------------|

D. PROSPECTIVE BIDDERS:

- | | | |
|--------------------|---|--|
| 1. Mr. Emery Gonda | - | Lifeline Diagnostic Supplies Inc. (LDSI) |
| 2. Ms. Kyle Bacual | - | Scientific Biotech Specialties Inc. (SBSI) |

II. CALL TO ORDER

The Pre-Bidding Conference for the above-cited procurement project was conducted on 20 August 2019 at 10:00 AM at the COBAC Conference Room, Bldg. 6, Department of Health. It was called to order and presided over by Asec. Lyndon L. Lee Suy, COBAC-C Chairperson.

III. MINUTES

- 1) The Chairperson led the opening remarks. He introduced the COBAC-C members and Secretariat and the End-user representative, 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 representatives responded yes.
- 3) 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 (SCC) under Section V of Bidding Documents
 - c. Schedule of Requirements under Section VI of Bidding Documents
 - d. Technical Specifications under Section VII of Bidding Documents
 - e. Bidding Forms under Section VIII of Bidding Documents

5) The following were the issues and concerns raised/discussed in the Bidding Document:

Issue/Concern	Query/Comment	Discussion/Decision
Section VI. Schedule of Requirements		
Delivery Schedule	A Prospective Bidder (PB) requested a staggered delivery (e.g. 1 st delivery – 35,000 tests, Thirty (30) Calendar Days upon receipt of approved Notice to Proceed (NTP) and 2 nd delivery- 35,000 tests, Forty Five (45) Calendar Days upon receipt of approved NTP). Due to the preparations needed for the provision of reagent refrigerators.	The End-user representative and COBAC-C informed the PBs that a Bid Bulletin will be issued for any changes made.
Section VII. Technical Specifications		
Shelf-life	A PB suggested a total shelf-life of eight (8) months from the date of receipt by the end-user instead of twelve (12) months.	The End-user representative and COBAC-C informed the PBs that a Bid Bulletin will be issued for any changes made.

- 6) The COBAC-C said that the prospective bidders 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.
- 7) 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 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 11:00 A.M.

Recorded by:

Approved by:

(SGD.) 8/22/2019
FRANCES JAMAICA M. SOLIVEN
COBAC-C Secretariat

(SGD.)
LYNDON L. LEE SUY, MD, MPH, CESE
Assistant Secretary of Health
COBAC-C Chairperson