



Republic of the Philippines
Department of Health

CENTRAL OFFICE BIDS AND AWARDS COMMITTEE

MINUTES OF PRE-BIDDING CONFERENCE

04 September 2018; 10:00 A.M.
COBAC CONFERENCE ROOM

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF CARTRIDGE-BASED NUCLEIC ACID AMPLIFICATION TEST MACHINE IB NO. 2018-292

I. ATTENDEES:

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

Present:

- | | | |
|----------------------------|---|------------------|
| 1. DIR. ENRIQUE TAYAG | - | VICE-CHAIRPERSON |
| 2. DR. MELISSA SENA | - | REGULAR MEMBER |
| 3. ENGR. DAVID MASIADO JR. | - | ALTERNATE MEMBER |

B. Secretariat:

1. MS. MERCEDITA FLORES
2. MS. KREENZEL JOY PAGADUAN

C. End-user Representative(s):

- | | | |
|---------------------|---|---|
| 1. MR. EDGARDO ERCE | - | DISEASE PREVENTION
CONTROL BUREAU (DPCB) |
|---------------------|---|---|

D. Prospective Bidders

- | | | |
|---------------------------|---|----------------------------|
| 1. MS. JOLIVETH ASUSTILLA | - | MACARE MEDICALS INC. (MMI) |
| 2. MS. DIVINE ATIENZA | - | MMI |

II. CALL TO ORDER

The Pre-Bidding Conference for the Supply, Delivery, Installation and Commissioning of Cartridge-Based Nucleic Acid Amplification Test Machine under IB No. 2018-292 was called to order and presided over by Dir. Enrique Tayag, COBAC-D Vice-Chairperson.

III. MINUTES

The cited conference was conducted on 04 September 2018, 10:00 A.M. at the COBAC Conference Room, Ground Floor, Bldg. No. 6, San Lazaro Compound, DOH, Sta. Cruz, Manila.

IV. AGENDA

1. Dir. Enrique Tayag led the opening remarks.
2. The following subject matter were emphasized:
 - a) Section III. Bid Data Sheet including:

- Eligibility Requirement
 - Technical Documents
 - Financial Requirements
 - Post-Qualification Requirements
- b) Special Conditions of Contract under Section V of Bidding Documents
- c) Delivery Schedule under Section VI of Bidding Documents

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

Particular		Discussion/Comment/Suggestion
Schedule of Requirements	<p>Delivery Site</p> <p>Please see attached Allocation List</p>	<ul style="list-style-type: none"> • MMI asked the COBAC regarding the delivery site. • The end-user said that the program did not yet submit the allocation list. • The COBAC said how the PB will compute their bid without the delivery site. • The end-user said that they will submit the allocation list immediately. • The COBAC said that it will be reflected in the Bid Bulletin. • The COBAC also asked for some questions. • MMI has no question in the technical specifications, similar contract and ABC. • The COBAC Secretariat said that it will be delivered first in the warehouse for inspection and will be delivered to the recipients for inspection and installation. • The COBAC said that it was already raised that once delivered in the warehouse, there should be corresponding payment like 25% but it has installation. • The end-user asked where to put the instruction for payment. • The COBAC answered that it is in the Special Conditions of the

Particular	Discussion/Comment/Suggestion
	<p>Contract.</p> <ul style="list-style-type: none"> • MMI asked if the delivery in the warehouse to recipient was included in the delivery period of Ninety (90) calendar days. The training was also included in the duration. Because if it will be delivered first in the warehouse, who will deliver again to the recipients. • The end-user answered that it is the winning bidder who will deliver the machines to the recipients because the title is supply, delivery and installation. • The COBAC instructed the end-user to prepare immediately and study the delivery in accordance with the delivery period. • The COBAC also asked the end-user when the end-user will submit the allocation list and requirement for delivery. • The COBAC also said that the PB may write clarification letter to the COBAC.

V. ADJOURNMENT

The COBAC-D informed the prospective bidder that a Bid Bulletin will be issued to announce the changes in the bidding documents. Having no other matters to discuss, the cited conference was adjourned at 11:00 A.M.

Prepared by:

 9/5

KREENZEL JOY PAGADUAN
COBAC Secretariat

Approved by:


ENRIQUE A. TAYAG, PHSAE, FPSMID, CESO III
COBAC-D, Vice-Chairperson