



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

MINUTES OF PRE-BIDDING CONFERENCE
25 MARCH 2019; 10:00 A.M. TO 5:00 P.M.
COBAC CONFERENCE ROOM

PROCUREMENT OF VARIOUS GOODS

IB NO.	PACKAGE NAME
2019-058-A	Procurement of Multivitamins-Rebid
2019-171	Procurement of Micronutrient Powder
2019-172	Procurement of Ferrous Sulfate + Folic Acid
2019-173	Procurement of Retinol (Vitamin A)
2019-174	Procurement of Zinc

I. PRESENT:

A. CENTRAL OFFICE BIDS AND AWARDS COMMITTEE-D:

- | | | |
|--------------------------|---|----------------|
| 1. DIR. ENRIQUE A. TAYAG | - | REGULAR MEMBER |
| 2. DR. MELISSA SENA | - | REGULAR MEMBER |
| 3. MS. ROSEMARIE AGUIRRE | - | REGULAR MEMBER |

Absentees:

- | | | |
|--------------------------|---|----------------|
| 1. USEC. LILIBETH DAVID | - | CHAIRPERSON |
| 2. DR. CHRISTINE JOAN CO | - | REGULAR MEMBER |

B. SECRETARIAT:

- | | | |
|------------------------------|---|-------------------|
| 1. MS. KREENZEL JOY PAGADUAN | - | COBAC SECRETARIAT |
| 2. MS. KRIS LACANIETA | - | COBAC SECRETARIAT |
| 3. MR. GEOVANI CRIS LAGARDE | - | COBAC SECRETARIAT |
| 4. MR. GOVANNE MARIE AGUDO | - | COBAC SECRETARIAT |

C. END-USER REPRESENTATIVE/S:

- | | | |
|------------------------|---|------|
| 1. MS. LUZ TAGUNICAR | - | FHO |
| 2. MR. DENNIS CASIMIRO | - | HEMB |

D. PROSPECTIVE BIDDERS PRESENT

- | | | |
|-----------------------------|---|----------------------------------|
| 1. MS. JESSICA MARIE ARCAYA | - | FIRST BAY PHARMA (FBP) |
| 2. MS. NANCY NUESCA | - | AM EUROPHARMA CORP. (AMEC) |
| 3. MS. ROXAN PAGAY | - | IE MEDICA INC. (IEMI) |
| 4. MR. PAUL JOHN DE LEON | - | PHIL. NUTRI FOODS CORP. (PNFC) |
| 5. MS. LALAINE ROCERO | - | PHIL PHARMAWEATLH INC. (PPI) |
| 6. MR. FEDERICO MARCOS | - | ALMAN PHARMACEUTICALS INC. (API) |
| 7. MS. GEMMA PIJA | - | SAHAR PHARMACEUTICALS (SP) |

II. CALL TO ORDER

The Pre-bidding Conference was called to order by Dir. Enrique A. Tayag, Vice-Chairperson, COBAC-D.

III. MINUTES


1. Seven (7) prospective bidders attended the aforesaid conference. All amendments hereby agreed upon and issued through a bid bulletin which shall form as part of the bidding documents.
2. The COBAC-D informed the Prospective Bidders (PBs) that they will first discuss the common requirements for the package and eventually go through the discussion of the Approved Budget for the Contract, Schedule of Requirements and Technical Specifications of each project. It was highlighted that the specific requirements for procurement package are in the bidding documents and must be referred to by each PBs if they wish to bid on.
3. The following subject matters were emphasized:
 - a. Date of Submission and Opening of Bids;
 - b. Eligibility Requirements;
 - c. Technical Requirements;
 - d. Financial Requirements;
 - e. Post-qualification Document Requirements;
 - f. Delivery Schedule under Section VI of the Bidding Documents;
 - g. Technical Specification under Section VII of the Bidding Documents.
4. The following were the issues and concerns raised/ discussed:

IB NO.	PACKAGE	ISSUE AND CONCERN
2019-058-A	Procurement of Multivitamins-Rebid	One of the Prospective Bidder (PB) suggested if the delivery period of Forty Five (45) calendar days can be change to Sixty (60) or Ninety (90) calendar days.
2019-171	Procurement of Micronutrient Powder	The End-user advised the COBAC-D that the procurement of Micronutrient Powder and Ferrous Sulfate + Folic Acid is subject for cancellation due to bulk volume of stocks available.
2019-172	Procurement of Ferrous Sulfate + Folic Acid	The COBAC-D instructed the End-user to provide an official communication that the above-cited projects are subject for cancellation together with their reason.
2019-173	Procurement of Retinol (Vitamin A)	Another PB asked if the delivery period of Ninety (90) calendar days can be change to One Hundred Twenty (120) calendar days.
		The End-user said that they will check and will issue a Bid Bulletin for any changes.
		In the Technical Specification, the PB asked if there are specific colors of capsule for Retinol (Vitamin A) 100,000IU and Retinol (Vitamin A) 200,000IU. The End-user said that there are two (2) standard colors for Retinol (Vitamin A), Blue for 100,000IU and Red for 200,000IU.
2019-174	Procurement of Zinc	The PB asked if the delivery period of Sixty (60) calendar days for Zinc Drops can be change to Ninety (90) calendar days. Another PB asked if the delivery schedule of Zinc Syrup can be change to:

IB NO.	PACKAGE	ISSUE AND CONCERN
		<p>a. 1st tranche (100,000 bottles) Sixty (60) calendar days can be change to Ninety (90) calendar days.</p> <p>b. 2nd tranche (105,800 bottles) Ninety (90) calendar days can be change to One Hundred Twenty (120) calendar days.</p> <p>The COBAC-D asked the End-user.</p> <p>The End-user said that they will check on it first and will issue a Bid Bulletin for any changes.</p> <p>Another PB asked what is the content of the Sworn Statement requirement as one of the additional requirements to be attached in the Technical Specification.</p> <p>The Secretariat shown the prescribed form of Sworn Statement attached in the Bidding Documents and the COBAC-D said that they will use the form as their template.</p>

5. The COBAC-D said that any changes in the Public Bidding Documents (PBD) will be through the issuance of a Bid Bulletin.
6. The COBAC-D mentioned that should there be any more clarifications, the bidders may send the COBAC-D Chairperson a formal letter at least ten (10) calendar days before the deadline set for the submission and receipt of bids.
7. Having no other matters to discuss, the meeting was adjourned at 2:00 PM.

Prepared by:


KREENZEL JOY PAGADUAN
 Secretariat, COBAC-D
 27 March 2019

Approved by:


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