



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

MINUTES OF THE PRE-BIDDING CONFERENCE

**PROCUREMENT OF EXPANSION OF CLOUD BASED CENTRALIZED WIRELESS
LOCAL AREA NETWORKING INFRASTRUCTURE**

IB NO. 2020-201

14 MAY 2020, 10:00 AM

I. ATTENDEES/PRESENT

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

- | | | |
|----------------------------|---|------------------|
| 1. Dir. Angelina Del Mundo | - | Vice-Chairperson |
| 2. Ms. Charity Tan | - | Regular Member |
| 3. Dr. Lester Tan | - | Regular Member |

ABSENT

- | | | |
|--|---|----------------|
| 1. OIC, Usec. Maria Rosario Singh-Vergeire | - | Chairperson |
| 2. Dir. Maylene Beltran | - | Regular Member |

B. SECRETARIAT

1. Ms. Dawnavi Lacsado
2. Ms. Riza Bautista
3. Ms. Celine Velasco
4. Ms. Debbie Rabi
5. Mr. Ray John Habig
6. Ms. Iana May Millares

C. END-USER/TWG REPRESENTATIVE

- | | | |
|-------------------------|---|--------------------------|
| 1. Mr. Michael Oliveros | - | KMITS/TWG Representative |
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D. OBSERVER

No observer

E. PROSPECTIVE BIDDER:

- | | | |
|-----------------------|---|-------------|
| 1. Ms. Grace Carolino | - | Infocentric |
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II. CALL TO ORDER

The Pre-Bidding Conference was called to order and presided by Dir. Del Mundo COBAC-B Vice-Chairperson with two (2) regular members present.

III. MINUTES

The Pre-Bidding Conference for the Procurement of Expansion of Cloud Based Centralized Wireless Local Area Network Infrastructure under IB No. 2020-201 with an Approved Budget of the Contract (ABC) of One Million Three Hundred Thousand Philippine Pesos (PhP1,300,000.00) was held on **14 May 2020**, 10:00 AM through videocenterferencing at the COBAC Conference Room, Ground Floor, Bldg. No. 6, San Lazaro Compound., DOH, Sta. Cruz, Manila. The Pre-Bidding Conference was held to discuss and clarify the inquiries of the prospective bidders.

1. The opening remark was led by Dir. Del Mundo, COBAC-B Vice-Chairperson, where she introduced the COBAC-B Members and acknowledged the presence of the bidders.
2. The COBAC-B asked the prospective bidder's representative if they had previously joined other government biddings to know if they are already familiar with the documentary requirements. prospective bidder's representative responded that this is not their first time to join the government and stated that they are already familiar with the documentary requirements. Hence, the COBAC-B emphasized that they are all responsible for the content and the provisions stated in the eligibility requirements of the bidding documents.
3. The COBAC-B read the PBD posted on the PhilGEPS website and emphasized the following Sections of the cited PBD:
 - a. Section I: Invitation to Bid
 - b. Section III: Bid Data Sheet including:
 - i. Eligibility Requirement
 - ii. Technical Documents
 - iii. Financial Requirements
 - iv. Similar Contract to the Project completed within **three (3) years** from the date of submission and receipt of bids, equivalent to at least **fifty percent (50%)** of the Approved Budget for the Contract (ABC)
 - v. Post-Qualification Requirements
 - c. Section V: Special Conditions of the Contract
 - i. Section VI: Schedule of Requirements
 - ii. Section VII: Technical Specifications
4. The COBAC-B emphasized the instructions on how to fill out Technical Specification which can be found on the page before Technical Specification of each Philippine Bidding Documents, to wit:

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence.

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The COBAC-B informed the bidders that this is the common cause of "INELIGIBILITY" of most of the bidders. Hence, reiterated the cited instruction.

5. The following issues and concerns are the salient points of discussion:

| PARTICULAR | DISCUSSION | ACTION TAKEN / RECOMMENDATION / REVISION |
|---|--|--|
| 1. The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC. For this purpose, similar contracts shall refer to Cloud Based Centralized LAN Infrastructure . | No issues and concerns were raised on the similar contracts. | |
| 2. Schedule of Requirements | No issues and concerns were raised on the delivery schedule. | |
| 3. General Requirements No. 1. Expansion and Integration of the current DOH Cloud Based Centralized Wireless LAN Infrastructure to newly constructed and/or renovated buildings within the DOH compound No. 2. Supply, delivery, and installation of at least twenty (20) Access Point that are off the same or higher specification x-x-x. | The PB asked if they need to input the current Cloud Based. They requested the access point. The EU responded that they will provide the access point. The PB asked if this is through put because they cannot provide numbers on how many is the access port. They also asked if the End-User (EU) can provide a floor plan. The EU responded that they will provide the floor plan. | A bid bulletin will be issued. |

4. The COBAC-B informed the prospective bidders that request for clarification in any part of the Bidding Documents must be in writing and submitted to the COBAC-B within three (3) calendar days after the conduct of the Pre-Bidding Conference.
5. The COBAC-B informed the prospective bidder that all the inquiries and clarifications that would change the terms and conditions of the bidding will be included in the bid bulletin that will be issued.
6. The COBAC B reminded the bidders that anything that has been discussed will not change the terms and conditions of the bidding document unless it is stated in a bid bulletin that will be issued.
7. The COBAC-B reiterated that the deadline of submission of bids is on 27 May 2020, 9:00 A.M. The COBAC-B emphasized the options on the Submission and Opening of Bids due to the Enhance Community Quarantine (ECQ) and promoting Social Distancing. They

were informed that the Bid Opening will be conducted through video conference. Bids will be opened in the presence of the bidder's representatives who choose to attend.

Adjournment: Having no other remaining issues and concerns, the COBAC-B adjourned the Pre-Bidding Conference at 10:55 AM.

Prepared by:



DEBBIE A. RABI
COBAC-B Secretariat

Approved by:



ANGELINA A. DEL MUNDO, MA, CESO IV
COBAC-B Vice-Chairperson

